

### **FUEL Mission Statement:**

First Universal Enterprises Limited (FUEL) seeks to transform lives by helping those most in need to gain fulfilling and sustainable employment. We aim to meet the unique educational, social, and emotional needs of our diverse pupil group in a safe and nurturing environment, where every individual is valued, respected, and supported to reach their full potential.

We aim to both encourage and empower pupils to develop the skills necessary to pursue post-16 opportunities and foster a lifelong love of learning. Through personalised guidance, positive role-modelling, and consistent encouragement, we strive to build confidence, resilience, and ambition in each young person.

At FUEL, we focus on developing the “whole pupil” by teaching and reinforcing academic, personal, and social skills needed for them to achieve success and move onto productive citizenship. We promote responsibility, positive behaviour, independence, and self-belief, ensuring that pupils leave us not only with qualifications, but also with the character, interpersonal skills, and aspirations needed to thrive in their next steps and in the wider community.

Our approach recognises that every pupil has a different starting point and may face a range of barriers to learning and engagement. We therefore offer tailored support, therapeutic strategies, individual targets, and flexible provision that adapts to the needs of each young person.

We work closely with parents, carers, local authorities, and professional partners to create a cohesive support network around each pupil. By maintaining shared goals and consistent expectations, we promote stability, trust and long-term development.

Ultimately, our mission is to equip young people with the knowledge, confidence and capabilities to positively engage with society, build healthy relationships, and contribute to their communities.

### **FUEL Achieves its Mission by:**

- Successfully tailoring programmes to meet the individual needs of each pupil, providing appropriate challenge and clear pathways into further education, training, apprenticeships, and employment. Our Teaching, Learning and Assessment Quality Improvement Plan drives high standards and ensures the delivery of qualifications that support strong outcomes. Our curriculum continues to expand, including further GCSE options, enabling pupils to leave with a balanced and meaningful set of qualifications.

- Developing strong partnerships with colleges, apprenticeship providers, employers and training organisations to support pupils into positive post-16 destinations.
- Working collaboratively with community organisations and local providers to increase access to education, training and employment opportunities for our target pupil group.
- Empowering and investing in the local community by offering training, development and employment opportunities. We currently employ a former pupil who, through dedication, continued support and ongoing training, has progressed into a valued member of our staff team.
- Continually developing and improving the curriculum, facilities and quality of provision year on year, ensuring a high standard of education and support for all pupils.

### **FUEL's Core Services can be summarised as follows:**

FUEL has worked with young people who have been permanently excluded, or are at risk of exclusion, from mainstream education in Key Stages 3 and 4 since 2009. Many pupils have experienced disadvantage, disrupted education or have identified SEMH and SEND needs requiring flexible, individualised support.

We provide progression pathways including reintegration into mainstream school, transition to post-16 education, apprenticeships or employment. Our curriculum promotes aspiration and challenges pupils to fulfil their personal potential. Outcomes for pupils are consistently positive.

Qualifications offered are drawn from approved KS4 Performance Tables or industry-recognised frameworks supporting routes into further education, training and employment. This provides a high-quality alternative to mainstream schooling while ensuring access to core GCSE subjects and essential life skills.

FUEL gained Independent School Status in January 2017. Our most recent full Ofsted inspection took place on 13th–15th September 2022, where the school was graded Good Overall and Outstanding in Leadership and Management.

#### **Ofsted Key Findings (2022):**

“Leaders have developed a curriculum that focuses on preparing pupils for adulthood. The curriculum improves pupils’ confidence and independence as well as their vocational and academic success.”

“Leaders place pupils’ personal development at the heart of the school’s work.”

“Directors, leaders and teachers are driven by a clear moral purpose. They are aspirational for the future of every pupil. Leaders ensure that teachers’ professional development supports the school’s ongoing development. Staff recognise that leaders are supportive and considerate of their well-being and workload.”

Additional External Inspections and Quality Assurance:

- Nottinghamshire County Council Quality Assurance Visit – 21<sup>st</sup> July 2023
- Ofsted Visit as part of Unity Learning Centre's inspection – 7<sup>th</sup> November 2023 (FUEL included due to Unity placed pupils)

### **Information, Advice and Guidance (IAG):**

FUEL provides Careers Information, Advice and Guidance to all pupils, delivered by staff qualified to IAG practitioner standards. Each pupil has an individual progress plan which is reviewed regularly to support transition into college, apprenticeships, training or employment. We maintain strong partnership links with post-16 providers and employers to ensure pupils receive high-quality, meaningful guidance based on real opportunities.

### **Pre-Employment Training:**

FUEL delivers pre-employment training designed to develop practical skills, workplace confidence and readiness for employment. Training is aligned with industry expectations and supports adults and young people to progress into meaningful and sustained work.

### **Achievements and Performance:**

During the most recent academic year, pupils achieved 100% pass rates across vocational subjects including Mechanics, Construction, Health and Social Care, ICT, Workskills and Sport. Functional Skills outcomes remain strong, with 100% achievement in Functional Skills Maths.

GCSE results also demonstrated high performance, with 100% pass rates in English Language, English Literature, Maths and Biology, alongside 100% in Applied Science. GCSE History achieved 57%, with targeted curriculum development now in place to further strengthen this area.

In the most recent progression outcomes, 73% of pupils progressed into college, 9% moved into apprenticeships, 9% moved out of the UK, and 9% were recorded as unknown.

### **FUEL in the Community:**

FUEL continues to work closely with the wider community by offering adult training and development opportunities that support progression into further education, training and employment. We deliver accredited programmes in Construction and Motor Mechanics, alongside ongoing CSCS card training for community learners, referrals from schools and pupils who choose to complete their CSCS card after leaving FUEL. These programmes provide practical skills, recognised qualifications and clear pathways into work.

FUEL continues to support the local community by promoting access to positive sports opportunities. We sponsor a local inner-city football team and have also extended our

support to include a girls' football team, increasing participation and opportunities for young women in sport. We also support holiday sports sessions to provide young people with a safe and positive environment during school breaks.

Our ongoing subscription with FareShare enables FUEL to continue providing weekly food hampers to families experiencing hardship. The quality and range of items available through FareShare has reduced significantly, so we continue to supplement these deliveries by purchasing fresh meat, fruit and vegetables ourselves each week. We source these from local supermarkets such as Aldi, or whichever retailer offers the best value at the time, to ensure families still receive balanced and nutritious support. Families are identified through our pastoral systems and through referrals from local partner organisations, churches and councillors, ensuring help reaches those most in need.

FUEL continues to make use of our membership with In Kind Direct to access household essentials which we distribute to families who may be struggling. However, the quantity and variety of products available has reduced, as larger retailers have scaled back the level of donations made to the scheme. As a result, we now source more items independently to ensure families continue to receive practical support. Even so, we remain committed to providing help wherever possible and ensuring that support remains consistent for those who need it most.

### **FUEL Beneficiaries:**

In line with FUEL's charitable objectives, we continue to work with individuals and families who experience significant disadvantage and barriers to education, training and employment. Many of those we support require specialist, flexible and non-mainstream provision due to social, emotional, educational or economic challenges.

FUEL is well-established within the local community and able to engage those who may be hard to reach or reluctant to access traditional services. Through tailored support, education and training, we help individuals develop confidence, build practical skills and increase their employability, enabling them to move towards sustained positive outcomes.

This year, our beneficiary profile included:

91% of beneficiaries were young people aged under 25, and 9% were aged 25+.

45.6% were assessed as having Special Educational Needs (SEN).

40% were from ethnic minority backgrounds.

The client group was 77.78% male and 22.22% female.

77.78% of beneficiaries were from low-income households.

The majority of beneficiaries experienced multiple and complex barriers, including disrupted education, family instability, social disadvantage, and emotional or behavioural needs.



Company Registered No. 06738318  
Charity number: 1141054

**FIRST UNIVERSAL ENTERPRISES LIMITED**  
(A company limited by guarantee)

**UNAUDITED ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**31 MARCH 2024**

# **FIRST UNIVERSAL ENTERPRISES LIMITED**

## **FINANCIAL STATEMENTS** **FOR THE YEAR ENDED 31 MARCH 2024**

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# **FIRST UNIVERSAL ENTERPRISES LIMITED**

## **OFFICERS AND ADVISERS** **FOR THE YEAR ENDED 31 MARCH 2024**

### **OFFICERS**

Directors and Trustees

Colin Bernard  
Adrian McGregor  
Donovan Johnson

### **ADVISERS**

Bankers

Co-Operative Bank  
4-5 Exchange Walk  
Nottingham  
NG1

Accountants

Tom Geraghty & Associates  
38-40 North Gate  
Newark  
Nottinghamshire  
NG24 1EZ

Registered Office  
and Address

Unit 7  
Ellesmere Crescent  
Business Park  
Sherwood  
Nottingham  
NG5 1DX



# **FIRST UNIVERSAL ENTERPRISES LIMITED**

## **DIRECTORS' AND TRUSTEES' REPORT** **FOR THE YEAR ENDED 31 MARCH 2024**

The trustees present their report and accounts for the year ended 31 March 2024

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Memorandum and Articles, the Companies Act 2006 and 'Accounting and Reporting by Charities: Statement of Recommended Practice (SORP)', applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 )( effective 1 January 2020').

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Status and administration**

First Universal Enterprises Limited was incorporated as a company limited by guarantee and not having a share capital on 31 October 2008 under the Memorandum and Articles of Association (Registered No. 06738318). The company registered as a charity on 1 April 2011 (Registered No. 1141054). The Charity is also known as FUEL. FUEL is a charity which operates as a Alternative Education Provider.

#### **Trustees**

The trustees of the company are also directors of the charity. Those who served during the period were as follows:

C Bernard  
A McGregor  
D Johnson

#### **Recruitment and training of trustees**

The directors of the company are charity trustees as defined by the Charities Act 2011. The charity or the directors themselves may, by ordinary resolution, appoint new directors who are willing to act. New directors are required in order that the total number of directors does not fall below three. New directors must be deemed qualified and capable of managing the business of the charity and exercising powers on its behalf. Directors do not serve a minimum or maximum period.

#### **Induction of trustees**

All new trustees are given the book "Responsibility of Charity Trustees" on appointment as well as a copy of the company's Memorandum and Articles of Association.

#### **Organisational management**

The directors as the trustees of the charity, are legally responsible for the overall management of FUEL and meet at regular intervals. Although Trustees may delegate specific aspects of FUEL governance to sub-committees, working groups, the management team, etc, the ultimate responsibility for taking decisions vests in the Trustees acting together as the FUEL board

#### **Risk assessment and management**

The board has assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity and are satisfied that systems are in place to mitigate our exposure to the major risks. The Trustees do not believe the charity is subject to any substantial risk beyond the liabilities disclosed in the Annual Report and Accounts. The charity has public liability and employer liability insurance to protect the charity in the case of a claim.

The Trustees, having taken advice, have introduced risk management processes to assess risks and implement risk management strategies. These include regular risk assessments by appropriately trained members of staff.

# FIRST UNIVERSAL ENTERPRISES LIMITED

## **DIRECTORS' AND TRUSTEES' REPORT** **FOR THE YEAR ENDED 31 MARCH 2024**

### **OBJECTIVES AND ACTIVITIES**

The Trustees have referred to the Charity Commission's general guidance on public benefit to ensure compliance when reviewing the charity's aims and objectives and in planning its future activities. In particular, the trustees consider how planned activities will contribute to the FUEL'S charitable objects, which are as follows:

- a) To relieve poverty hardship by providing education, training and advice and assistance to those in need of such services by reason of their social and economic circumstances.
- b) The further raising of the standards of care for the young people attending
- c) The increase of standards of Education for those young people
- d) To move closer to financial stability

### **STRATEGIES FOR ACHIEVING OBJECTIVE**

For the Board of Trustees to work in partnership with key stakeholders including

- a) Staff
- b) Parents
- c) Other Providers
- d) Other Voluntary Groups

### **Significant activities contributing to the achievement of these objectives.**

There are a range of activities required to meet the objectives outlined above these include:

- a) Strategic structured in-house training for staff;
- b) Grant applications for planned projects;
- c) Operational meetings with staff;

### **FUEL mission is as follows:**

First Universal Enterprises Limited (FUEL) seeks to transform lives by helping those most in need to gain fulfilling and sustainable employment. We aim to meet the unique educational, social, and emotional needs of our diverse pupil group in a safe and nurturing environment.

We aim to both encourage and empower pupils to develop skills necessary to pursue post 16 opportunities and give a lifelong love of learning.

At FUEL we focus on developing the "whole pupil," by teaching and reinforcing academic, personal and the social skills needed for them to achieve success and move onto productive citizenship.

### **FUEL achieves its Mission by:**

- Successfully tailoring a program to meet the needs of each pupil, appropriately challenging their capabilities and leading to routes in to further education, training, apprenticeships and employment. We have developed our Teaching, Learning and Assessment Quality Improvement Plan which focuses directly on observations and continually raises quality of delivery and ensures that qualifications are achieved at the highest of standards, ultimately improving outcomes for pupils. We have successfully expanded our programme to include further GCSE subjects to enhance further our offer and ensure that pupils have the opportunity to leave FUEL with a full and balanced set of qualifications.
- Developing partnerships with colleges, apprenticeship providers and employers to assist our client group in moving forward into positive destinations.

# FIRST UNIVERSAL ENTERPRISES LIMITED

## DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2024

continued:

- Working in collaboration with other providers and in the community to increase access to training and employment for our target client group.
- FUEL have a clear vision and progress has been made to further develop the school and improve the curriculum and quality, the curriculum is being expanded and improved upon year on year and we are striving to ensure we continue to develop the school further in terms of curriculum, quality and facilities on offer.

### **FUEL core services can be summarised as follows:**

- **Education:** FUEL has been working with young people who have been permanently excluded or on the verge of permanent exclusion from mainstream school environments in KS3/4 since 2009. The majority of our pupils are from highly deprived backgrounds and have either special educational or emotional needs.  
Combined, staff at FUEL have over 20 years of experience in supporting educational provision and have experience in disciplines such as Teaching, Youth Work, Social Care, Criminology and Psychology.  
We have a proven history of delivery and engaging with those pupils who require extra support around their Behavioural, Emotional and Social Development (BESD) by breaking down the barriers which young people face on a day to day basis and support them to progress either through re-integration back into mainstream schools, post 16 education, employment or apprenticeships.  
Our educational and pastoral delivery is engaging and encourages aspiration, challenging personal potential. Outcomes for pupils are extremely positive. Our qualifications are carefully selected from either the KS4 performance tables or are highly industry recognised which offer direct pathways into further education, employment or apprenticeships.  
These courses offer a flexible and high-quality alternative to a traditional mainstream school curriculum, whilst still trying to ensure pupils can access and achieve core GCSE subjects which supports them in their adult lives and helps them to achieve economic wellbeing.  
FUEL gained Independent School Status in January 2017 and had our first full Ofsted inspection in January 2018. FUEL was graded good in all areas.  
Directors are heavily involved in all areas of operations and day to day running of the provision and are actively involved in leading and supporting change and improvement. Having this presence allows for fast responses to any identified issues or interventions deemed necessary.  
FUEL was graded Gold for Leadership and Management in our last NCSEP inspection and Good in our Ofsted inspection in January 2018.  
Ofsted key findings included the following: -  
“Senior leaders monitor and improve the quality of the curriculum and of teaching on an ongoing basis. They have a thorough understanding of the school’s strengths and they take decisive action to address any concerns.  
  
“Senior leaders demonstrate dedication and commitment to improving life chances for pupils who have not previously experienced success in their education.”
- **Information Advice and Guidance:** Identifying career goals and skills needed and forming a plan regarding progression routes early on is key in ensuring pupils progress into positive destinations. Career IAG (Information, Advice and Guidance) support is provided to all young people.  
FUEL staff are Level 2-6 IAG certified. Each pupil has a progress plan which maps continued achievement and how this relates to their required Post 16 destination to college, further education, apprenticeship or training. FUEL have close links with local colleges and work closely with them in order to ensure pupils have the correct information and advice available to them as soon as possible.
- **Pre- Employment Training:** Our carefully selected programmes endeavour to bring suitable unemployed candidates up to industry recognised standards set by employers for a range of jobs and therefore enhancing their employability.

# FIRST UNIVERSAL ENTERPRISES LIMITED

## **DIRECTORS' AND TRUSTEES' REPORT** **FOR THE YEAR ENDED 31 MARCH 2024**

### **Achievements and Performance**

FUEL's mission is to relieve poverty and meet the unique educational, social, and emotional needs of our diverse pupil group in our environment. We aim to both encourage and empower pupils to develop skills necessary to pursue post 16 opportunities and continue their learning. At FUEL we focus on developing the "whole student," by teaching and reinforcing academic, personal and the social : to achieve success and move onto productive citizenship.

FUEL is an Ofsted rated Good Independent School which provides bespoke packages to young people in key stages 3 and 4 with Special Educational Needs and Disabilities (SEND), which combines more traditional academic subjects with vocational learning.

We cater for those young people who struggle in mainstream environments whether they have been permanently excluded or those without a school place and those who are disengaged or at risk of becoming NEET. Our strength is engaging with those who need extra support around their Social, Emotional and Mental Health needs (SEMH) and who are neurodiverse. We break down the barriers people face on a day-to-day basis to support them to progress in education.

At FUEL, special educational needs are very important. As we are a specialist provision, pupils who come to us generally need more support than a traditional school can offer. Whilst at FUEL, pupils have the opportunity of a fresh start with a favorable ratio of staff to pupils where pupils can feel safe and reflect on their behaviour and learning whilst having additional support for social, emotional and

Quality of teaching is very good, regular learning walks and lesson observations take place, we re-introduced external lesson observations and some of these were completed in conjunction with the new Teaching and Learning Manager. FUEL also received an Ofsted inspection in September, where the majority of teachers had lessons observed by two Ofsted inspectors. Teachers create an environment that focuses on learning which is reflected within our pupils' results, achievements and feedback. Additional support has been put in place for teachers to help them achieve a good quality of teaching and to provide a member of staff who knows the pupils to help develop the trust needed to ensure learners are able to engage and thus receive good quality teaching. Further support has been planned for the year to support teachers who have found managing behaviour for learning challenging.

Overall achievement for this academic year were very good across all areas but GCSE results were definitely affected by the marking and grading standards.

FUEL's outstanding achievement were in Mechanics and Construction, learners received a 100% pass rate in both vocational

FUEL seeks to transform lives by helping those most in need to gain fulfilling and sustainable education and employment.

As part of this FUEL is committed to ensuring that all young people are given the skills and resources to succeed, and this includes ensuring every young person can eat healthy, balanced, nutritious hot food. Therefore, we fund a daily breakfast club for every pupil who is unable to pay as well as choosing to fund a free hot school dinner for every pupil including those not on free school meals.

### **FUEL in the Community**

FUEL runs a food re-distribution and essential care parcel delivery service to disadvantaged families within Nottingham, with referrals from school and numerous external agencies including Framework and Small Steps Big Changes (SSBC). FUEL currently delivers food parcels to families. We also have additional emergency requests for food and toiletry parcels and more referrals coming in each week, regularly makes deliveries to additional families. FUEL working with our local Councillors have provided additional food and essential care parcels including winter food parcels each Christmas period to enable a number of families to have food during the school holidays, with 100 food parcels and 85 essential care parcels delivered to families of a local primary school who are in receipt of free school meal. Deliveries to the families of the pupils who attend FUEL. Every week FUEL utilises FairShare to form the basis of the food parcels and additional fresh meat, fruit and vegetables from local supermarkets to ensure that the food parcels we provide meet individual needs and provide enough fresh produce to enable each family to cook healthy, nutritional, balanced meals. Furthermore, FUEL have cards to families to show how to cook the produce in the parcels to make healthy, nutritionally balanced meals on a budget using Slow Cookers to support families to cook in the most economical method possible.

FUEL has also supported local disadvantaged families including those as classed as living in poverty or living in fuel poverty with white goods such as replacing a broken fridge or freezer, providing free slow cookers to our regular food parcel recipients who to use their main oven and have even purchased beds or bedding so children have somewhere to sleep when they are placed in care. Alongside household items, FUEL have used In Kind Direct to source a range of winter clothing including coats to enable us to provide clothing to children of the families we support to ensure that every child we work with has access warm clothing and clean clothes to minimise the isolation or potential shame of not having clothing to wear to education.

FUEL runs community learning programmes to support vulnerable adults gain the qualifications required to enter employment delivering vocational training programmes to Afghan refugees for over 3 years. This has covered Construction Skills Courses, Health and Safety Courses, Community First Aid Courses and Hair and Beauty Courses. These courses have been run via a range of methods including twilight courses, holiday courses, after school hour courses and 1-day stand-alone courses. In the last twelve months we attended the refugee awards celebration evening, handing out over 30 certificates of achievement to the learners who had completed courses at FUEL including refugees on the previous Syrian refugee programme and the current Afghan refugee programme.

FUEL sponsors several local children's activities and young people's football teams, all of whom would be unable to operate without funding due to the poverty levels and deprivation of the families of the children who participate. FUEL fund these football teams with kit, transport costs with free use of their mini bus. FUEL have supported the Under 16's team since they first started and also support an Under-18's team and in the last 12 months have started to support a girls youth football team. All of the team's are up of disadvantaged young people, the majority of whom are from families with single parents who are registered living within the most deprived areas of deprivation nationally. The sessions help divert young people from potential youth offending or anti-social behaviour, but also people gain a passion for participating in sport and developed soft skills from playing within a team.

# FIRST UNIVERSAL ENTERPRISES LIMITED

## **DIRECTORS' AND TRUSTEES' REPORT** **FOR THE YEAR ENDED 31 MARCH 2024**

### **FUEL'S Beneficiaries**

In keeping with FUEL's charitable objectives, FUEL continues to reach and work with clients who are disadvantaged in the labour market. This includes candidates who face different and multiple barriers to work; people who are hard to reach and who often need non-mainstreamed services and support. FUEL has an ability to reach into communities and provide services to such groups and to help them increase their employability and gain employment through education and training. This year our client profile was as follows:

- 91% of beneficiaries were young people aged under 25, and 9% were aged 25+.
- 45.6% were assessed as having Special Educational Needs (SEN).
- 40% were from ethnic minority backgrounds.
- The client group was 77.78% male and 22.22% female
- 77.78% of beneficiaries were from low-income households.
- The majority of beneficiaries experienced multiple and complex barriers, including disrupted education, family instability, social disadvantage, and emotional or behavioural needs.

### **FUEL'S Reserves Policy**

The current reserve policy is to maintain sufficient cash flows for known commitments.

**Core costs:** In line with SORP guidelines, FUEL strives to incorporate core costs into project budgets. However, it is recognised that this is not always possible and that for some years provision needs to be made to cover core costs at the outset of each year where necessary.

### **Financial Review and Results for the year**

The financial results for the year are set out on pages 9- 15.

# FIRST UNIVERSAL ENTERPRISES LIMITED

## STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2024

### Trustees' responsibilities

The trustees who are also directors of FUEL for the purpose of company law, are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In preparing these financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant information of which the charitable company's independent examiner is unaware; and
- the directors have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

This report was approved by the board on

**and signed on its behalf by:**



**A McGregor**  
**Director / Trustee**

First Universal Enterprises Limited  
Unit 7  
Ellesmere Crescent  
Business Park  
Sherwood  
NOTTINGHAM  
NG5 1DX

# FIRST UNIVERSAL ENTERPRISES LIMITED

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FIRST UNIVERSAL ENTERPRISES LIMITED FOR THE YEAR ENDED 31 MARCH 2024

I report on the accounts of the charity for the year ended 31 March 2024, set out on pages 9-15.

### Respective responsibilities of trustees and examiner

The charity's trustees, who are also the directors of First Universal Enterprises Limited for the purposes of company law, are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the '2011 Act') and that an independent examination is needed. The Charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Certified Public Accountants Association.

Having satisfied myself that the charity is not subject to audit under the company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare financial statements which accord with the accounting records, comply with accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice; Accounting and Reporting by Charitieshave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Tom Geraghty BSc. FCA  
Tom Geraghty & Associates Ltd  
38 North Gate  
Newark  
Nottinghamshire  
NG24 1EZ

Dated :

**FIRST UNIVERSAL ENTERPRISES LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	Unrestricted Funds	Restricted Funds	2024	2023
		£			£
<b>Incoming Resources</b>					
<i>Activities in furtherance of the charity's objects:</i>					
Training and employment	2	1,112,503	-	1,112,503	927,600
Grants and Donations	3	-	70,900	70,900	54,102
Investment income		-			
Other incoming resources		1,476	-	1,476	2,490
<b>Total incoming resources</b>		<u>1,113,979</u>	<u>70,900</u>	<u>1,184,879</u>	<u>984,192</u>
<b>Resources expended</b>					
<i>Charitable expenditure</i>					
Training and employment	5	1,109,596	-	1,109,596	975,655
Governance costs		4,332	-	4,332	19,091
<b>Total resources expended</b>		<u>1,113,928</u>	<u>-</u>	<u>1,113,928</u>	<u>994,746</u>
<b>Net incoming/(outgoing) resources for the year</b>	5	51	70,900	(70,951)	(10,554)
Prior year adjustment			-		(15903)
<b>Funds at the start of the year</b>		<u>253,992</u>		<u>253,992</u>	<u>282,259</u>
<b>Funds at the end of the year</b>		<u>254,043</u>	<u>70,900</u>	<u>324,943</u>	<u>255,802</u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 10 to the financial statements.



# FIRST UNIVERSAL ENTERPRISES LIMITED

## BALANCE SHEET AS AT 31 MARCH 2024

	<u>Notes</u>	£	2024 £	£	2023 £
<b>FIXED ASSETS</b>	<b>7</b>		<b>122,457</b>		132,632
<b>CURRENT ASSETS</b>					
Debtors	8	20,991		19,331	
Cash at bank and in hand		251,359		256,338	
Total Current Asset		272,351		275,669	
<b>CREDITORS:</b>					
Amounts due within one year	9	(46,221)		(120,247)	
<b>NET CURRENT ASSETS/ (LIABILITIES)</b>			<b>226,130</b>		155,422
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<b>348,586</b>		288,055
<b>CREDITORS:</b>					
Amounts falling due after more than one year	10		(21,602)		(32,251)
Net Assets			<b>326,984</b>		255,803
<b>FUNDS</b>					
Unrestricted Funds	11		£ 225,262		£ 224,980
Restricted Funds			101,722		30,823
<b>TOTAL FUNDS</b>			<b>326,984</b>		255,803

The directors are satisfied that the company is entitled to exemption from the audit requirement contained in Section 477 of the Companies Act 2006 for the year ended 31 March 2024  
No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for:

- (i) ensuring that the company keeps accounting records which comply with section 386 of the Companies Act 2006; and
- (ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The accounts were approved by the board on 06/06/2025  
and on its behalf by:



**A McGregor**  
**Director / Trustee**

Company number : 06738318  
Charity number:1141054

# FIRST UNIVERSAL ENTERPRISES LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

### 1 Accounting Policies

#### Charity Information

First Universal Enterprises Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is Unit 7, Ellesmere Crescent, Business Park, Sherwood, Nottingham, NG5 1DX.

#### (a) Basis of Accounting

The accounts have been prepared in accordance with the charity's Articles of Association, the Companies Act 2006 and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2020) and the Charities Act 2011. The charity is a Public Benefit Entity as defined by FRS 102.

The accounts have been prepared on the historical cost basis. The accounts are prepared in sterling, which is the functional currency of the charity.

#### Going concern

At time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

#### (b) Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds can only be used for particular restricted purposes with the objects of the charity. Restrictions arise when specified by the donor or when funds raised for particular restricted purposes.

#### (c) Incoming Resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of incomes

Fees, grants, donations and gifts received are included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

# FIRST UNIVERSAL ENTERPRISES LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

### (d) Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include independent examination fees and accountancy fees and other costs linked to the strategic management of the charity.

### (e) Tangible Fixed Assets

Fixed assets are stated at costs less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, on the following basis:

Leasehold Building - Straight line over 28 years  
Fixtures & Fittings - 15% reducing balance  
IT Equipment - 30% reducing balance  
Motor Van - 20% on cost

### (f) Taxation

The Company is not subject to Corporation tax being a charity.

### (f) Company Status

The Company is limited by Guarantee and does not have a Share Capital. The liability of the members in the event of the company being liquidated is limited to £1 per member.

## 2 Training and employment income

	Unrestricted funds	Restricted funds	Total 2024	Total 2023
	£	£	£	£
Nottingham Schools	1,113,979	-	1,113,979	927,600
Total	<u>1,113,979</u>	<u>-</u>	<u>1,113,979</u>	<u>927,600</u>

## 3 Donations and Grants

	£	£	£	
Sundry Grants and Donations			-	
Restricted Grants		70,900	70,900	54,102
Furlough Grant		-	-	
	<u>-</u>	<u>70,900</u>	<u>70,900</u>	<u>54,102</u>

4 Received £70,900 in the year and spent £12,394 (note 5) on training staff.

# FIRST UNIVERSAL ENTERPRISES LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

	Training & Employment	Restricted Funds	Governance Cost	2024	2023 Total
	£		£	£	£
<b>5 Charitable Expenditure</b>					
Staff Costs (note 6)	788,976			788,976	637,186
Pensions	21,776			21,776	29,612
Payroll Administration	-		1,632	1,632	941
Staff Training	12,394			12,394	16,556
Educational Trainers	11,547	-		11,547	51,413
Professional Membership Fees	3,420			3,420	8,416
Business Meeting	1,014			1,014	-
Rent & Service Charges	22,926			22,926	19,442
Rates	5,945			5,945	2,586
Water	2,510			2,510	2,540
Electricity & Gas	14,150			14,150	9,641
Insurance	6,450			6,450	7,163
Cleaning & Waste Disposal	24,666			24,666	30,273
Telephone & Broadband	8,006			8,006	11,261
Computer Software & Licenses	18,107			18,107	10,147
Other subscriptions	2,305			2,305	
Stationery, Printing & Postage	7,160			7,160	11,740
Hire of Equipment & Tools	-			-	1,963
Safety testing & Inspection/First Aid	1,440			1,440	
Repairs & Maintenance	44,736			44,736	14,357
Electrical items	779			779	
Independent Accountant	-		2,700	2,700	1,200
Legal Services	1,353			1,353	
Travel and Subsistence	25,983			25,983	6,255
Mini Bus Expenses	-			-	4,279
Charitable Contributions	12,958			12,958	16,192
Hospitality	665			665	16,895
Free School Meals	15,101			15,101	5,748
Achievement Awards	7,652			7,652	13,314
Exam Fees	-			-	4,377
Materials	5,451			5,451	675
Staff welfare	1,216			1,216	
Entertainment (Internal)	1,627			1,627	7,845
Committee Expenses	-			-	1,152
Bank charges	2,116			2,116	26,533
Depreciation	25,162			25,162	17,692
Sundry	5,549			5,549	4,462
Other Office Expenses	4,962			4,962	2,890
Promotion	491			491	
Tools	595			595	
PPE	410			410	
	<u>1,109,596</u>	<u>-</u>	<u>4,332</u>	<u>1,113,928</u>	<u>994,746</u>

# FIRST UNIVERSAL ENTERPRISES LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

### 5 Net outgoing resources is stated after charging:

	2024 £	2023 £
Depreciation	24,933	26,533
Independent Examiners' Fee	2,700	1,200
	<u>27,633</u>	<u>27,733</u>

### 6 Staff Costs

	2024 £	2023 £
Salaries & Wages	655,443	496,651
Pension	21,776	29,612
Social Security Costs	133,533	140,536
	<u>810,752</u>	<u>666,799</u>

No employees earned more than £60,000 per annum.

The Charity contributes to a defined pension scheme operated with the new auto-enrolment legislation. The assets are held and administered by Now Pension. The pension cost represents contributions payable by the Charity to the pension scheme.

A McGregor a director received remuneration of £0 (2023: £0) in an operational capacity.

The average monthly number of employees in the period was 29 (2023: 29), calculated on the basis of full time equivalents the average number was as follows:

	2024 number	2023 number
Training and Employment	24	24
Administration	5	5
	<u>29</u>	<u>29</u>

# FIRST UNIVERSAL ENTERPRISES LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

### 7 Tangible Assets

	Building Lease £	Fixtures & Fittings £	IT Equipment £	Motor Van £	Total £
<b>Cost or Valuation</b>					
At 31 March 2023	30,500	148,557	103,416	24,851	307,324
Additions	-	3,112	11,644	-	14,756
Disposals	-	-	-	-	-
At 31 March 2024	<u>30,500</u>	<u>151,669</u>	<u>115,060</u>	<u>24,851</u>	<u>322,080</u>
<b>Depreciation</b>					
At 31 March 2023	4,003	74,821	78,553	17,314	174,691
Charge for the year	946	11,527	10,952	1,507	24,933
Disposals	-	-	-	-	-
At 31 March 2024	<u>4,949</u>	<u>86,348</u>	<u>89,505</u>	<u>18,821</u>	<u>199,624</u>
<b>Net Book Value</b>					
<b>At 31 March 2024</b>	<u><b>25,551</b></u>	<u><b>65,321</b></u>	<u><b>25,555</b></u>	<u><b>6,030</b></u>	<u><b>122,457</b></u>
At 31 March 2023	<u>26,497</u>	<u>73,736</u>	<u>24,863</u>	<u>7,537</u>	<u>132,633</u>

### 8 Debtors

	2024 £	2023 £
Trade Debtors	6,137	4,484
Prepayments	14,847	14,847
VAT Rounding	7	-
	<u><b>20,991</b></u>	<u><b>19,331</b></u>

### 9 Creditors: Amount falling due more than one year:

	2024 £	2023 £
Trade Creditors	26,650	30,476
Other Creditors & Accruals	7,534	7,534
Taxation & Social Security	12,037	12,037
Deferred Grant Income	-	70,200
	<u><b>46,221</b></u>	<u><b>120,247</b></u>

### 10 Creditors: Amount falling due more than one year:

	2024 £	2023 £
Bounce Back Loan	21,602	32,251
	<u><b>21,602</b></u>	<u><b>32,251</b></u>

The Bounce Back Loan was taken on 11 June 2020, to provide additional cash flow to fund charitable activities during Covid 19 pandemic. The loan is repayable over 6 years at an interest rate of 2.5%

# FIRST UNIVERSAL ENTERPRISES LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2024

#### 11 Movement In Funds

	At 1/4/23	Net Movement in funds	At 31/3/24
	£	£	£
Unrestricted Funds	224,980	282	225,262
Restricted Funds	30,822	70,900	101,722
	<u>255,802</u>	<u>-</u>	<u>326,984</u>
Prior year adjustment			
	<u>                    </u>	<u>                    </u>	<u>                    </u>
<b>TOTAL FUNDS</b>	<u>255,802</u>	<u>(71,182)</u>	<u>326,984</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
Unrestricted Funds	1,113,979	(1,113,928)	51
Restricted Funds	70,900		70,900
	<u>1,184,879</u>	<u>(1,113,928)</u>	<u>70,951</u>
<b>TOTAL FUNDS</b>	<u>1,184,879</u>	<u>(1,113,928)</u>	<u>70,951</u>

#### 12 Related party transactions

#### 13 Controlling Party

The company is under the control of the Board and no one person has ultimate control.

General Ledger analysis

For the year ended 31<sup>st</sup> March 2024

**Contract Acc**

Used for staff expenses, particularly subsistence on school trips, we need to confirm balance at year end.

**Instant Access Savings**

The only narrative given is Co-operative group bank charges of £7 per month, we need to confirm balance at year end.

**Main current**

Used as the main bank account, large changes in the balance, we need to confirm balance at year end.

**Petty Cash**

Expenses are reasonable for this account. If there is a record of this balance/transactions we need to confirm.

**Behavior Team Petty Cash**

Carried forward balance with no changes in this financial year at £611.13

**Petty Cash – From 05/01/24**

Consists of mainly small transactions relating to travel costs with some subsistence.

**Petty cash Projects**

No entries – balance of £660.53 C/fwd

**Accounts Receivable**

Debtors seem reasonable – Aged debtors summary provided.

**Prepaid Expenses**

Balance of £14,847.00 C/fwd (no changes in this financial year)

**IT equipment**

Comprises of computers & iPad transactions.

**IT equipment accumulated depreciation.**

Depreciation account, amount of depreciation agrees to the fixed asset register.

**Other Tangible Assets**



Sundry fixed assets such as fixture & fittings to be categorised here.

### **Tangible assets Depreciation**

Depreciation account, amount of depreciation agrees to the fixed asset register.

### **Tools & Equipment**

Consists of a £24.99 single transaction dated 17/07/2023, an 'Aerobic Stepper' from Amazon.

### **Vehicle**

No changes made to this account from last year.

### **Vehicle accumulated Depreciation**

Depreciation account, amount of depreciation agrees to the fixed asset register. The journals for the year ended 31/03/2023 need to be posted.

### **Building Lease**

Agrees to fixed asset register – No entries.

### **Building Lease Depreciation**

Depreciation account, amount of depreciation agrees to the fixed asset register.

### **Accounts Payable**

For a school of this size the creditors seem reasonable.

### **Accruals 2**

No changes made to this Accruals account, remains at £6,334.00.

### **VAT Liability**

Vat control account – Vast amount of transactions with £0.00 values, little change to VAT account. Needs verifying with the VAT returns.

### **Bank Loan**

Consists of payments to the bank loan of £887.43 every month.

### **Opening balances**

No entries – Assumed to be conversion balances from the start of the accounts on Quickbooks.

### **Unrestricted Net Assets**

No entries this year

### **Donations**

A single transaction of expenditure to Aldi for £115.24.

### **Grants**

Grants seem reasonable and are all to do with education/Nottingham City Council

### **Refund**

A single refund from Amazon, worth £10.00.

### **Sales**

School meal sales & student target groups. Increased by 20% compared to last year's sales.

### **Sales of product income**

These are sales to staff for lunch, all amounts are small and reasonable.

### **Services**

Possible substitute teacher work/admin fees for pupils.

### **Sundry income**

Staff trip income, also an amount of £200 for scrapping a vehicle. There have been no disposals of a motor vehicle in the year, and no breakdown of what vehicles are included on the fixed asset register.

### **Uncategorised Income**

Consists of two transactions, one is a refund and the other is a charity donation. Needs re-allocating to the correct accounts.

### **Achievement Reward**

Sundry purchases for rewards for pupils, all are small amounts and reasonable.

### **Administration Charges**

DBS checks and sundry admin costs, necessary for a school.

### **Bank charges**

£7.00 per month for each of the bank accounts and commission charges for overseas purchases.

### **Building work**

Amounts relating to building construction work done.

### **Business Meeting**

Four transactions totalling £1,014.35, seem to relate to travel, subsistence and room hire expenditure.

### **Business Rates**

10 months of council tax paid to this account.

### **Charitable Contributions**

Lots of donations to different charities and food banks. Fareshare east midlands annual membership is the largest expense – this is a food redistribution charity.

### **Cleaning Services and Sanitary**

All expenses are reasonable.

**Communications**

Staff mobile phone expenses.

**Computer software & Licenses**

Technician, coms and I.T. expenses, necessary for the running of a school

**Educational resources**

Only has a single £9.00 transaction, consider re-allocation to another account.

**Electrical Items**

Electrical safety testing annual expense

**Entertainment**

Small single transaction for a business meeting.

**Entertainment – Internal**

Further staff expenses, weekends away and further costs of £1,246.98

**Entertainment – Internal: Meals/ refreshments**

Small amount spent on staff meals.

**Equipment Hire**

Various hiring expenses which seem reasonable for a school of this nature.

**First aid supplies**

Includes reasonable expenses relating to first aid supplies.

**Furniture**

Includes four transactions, the most being £2,112.00 from 'NOE' and the other three being furniture purchases from Ikea.

**Goodwill gesture**

Contains 15 relatively small transactions mainly from ASDA and other retailers.

**Hand car wash**

Two payments to a car wash, seems reasonable priced for a car wash.

**Hospitality/ AGM Meeting/ Free School Meals**

All costs are to do with travel & subsistence. No costs seem unreasonable; the AGM is necessary.

**Hotel room**

Hotel costs – Travelodge, holiday Inns and Crowne plaza.

**Independent Accountant**

A few large transactions to bookkeeping fees.

## **Insurance**

Bulk insurance costs via Zurich insurance

## **Kitchenware**

All are sundry items.

## **Learners' Training**

Expenses required for students in education; exam fees, resit fees, training for the study modules.

## **Learners' Training Registration Fees**

Amounts donated for the registration of students.

## **Legal services**

Tenancy at Will Aspley Centre, professional service charges in relation to work carried out there.

## **Maintenance Services**

Reasonable service charges relating to maintenance work.

## **Materials**

Sundry material costs, construction materials, science materials etc.

## **Office equipment Expenses**

Sundry office equipment costs, nothing of significant value to be capitalised.

## **Office equipment/General Administration**

All expenses are expected as office expenses and admin expenses would be in a school of this size, no asset purchased is substantial enough to be capitalized.

## **Office equipment/General Administration Expenses: Photocopying**

Sundry photocopying expenses including warranty related warranty charges, seems reasonable.

## **Payroll Administration**

Professional services, all payroll expenses

## **Postage**

Expenses in this code are not specifically categorised as postage, expenses such as amazon prime and amazon purchases.

## **Postage: Courier**

Consists of a single transaction which is a courier charge for a laptop cabinet.

## **PPE**

Mainly students PPE, all normal expenses.

## **Professional Membership Fees**

Accountant's fees, x3 accountancy expenses of £1,200 from M. Aslam accountants and a payment to Peninsula.

#### **Promotion**

T-Shirts & hoodies for staff and students

#### **Rent & services**

Expected rental expenses with hire of site of hair salon.

#### **Outdoor Area Hire**

Hire of site & hair salon. All expenses are reasonable and have sufficient detail in the ledger.

#### **Repairs**

Plumbing and heating repairs & maintenance.

#### **Repairs Haydn Road**

Further repairs to the main premises.

#### **Safety Inspection**

Necessary and acceptable for a school, various fire and safety testing which will be consistent from year to year.

#### **Small Claims Court**

Small singular payment relating to DBS checks, consider re-allocating to administration account.

#### **Staff Achievement Reward**

Annual achievement award dinner for the staff.

#### **Staff Costs: Wages & NIC/Pensions/Supply Teacher wages**

Wages seem genuine and reasonable. By far the highest expense account, which makes sense for a school.

#### **Staff training**

Normal expenses included for the school to perform its duties.

#### **Staff Welfare**

Therapy and counselling sessions for the staff.

#### **Stationery & office supplies**

As expected for a school this size there are many concurrent expenses for stationery as would be needed for a school.

#### **Student Enrichment**

Consists of three small expenses from Ebay and Amazon, and one large expense from Decathlon. There are narrated with 'toys' and exercise equipment.

**Student Trips**

Expenditure relating to student trips, all seems appropriate.

**Subcontract of work**

Inset days and various preparation, curriculum support and other monthly expenses to allow the school to perform.

**Subscriptions/Subscriptions Warranty**

1 x HR compliance software expense, as well as other subscriptions such as bulk payment to Ofsted. There are some minor expenses to Amazon, presumably this is Amazon prime delivery and a warranty.

**Sundry expenses**

Various expenses, seems mostly appropriate however some transactions could have been allocated to other accounts.

**Tools**

Sundry tool purchases.

**Various travel expenses**

All these expenses; Buss passes, fuel costs, car parking, taxi's & trains correlate to staff & student trip expenses.

**Utility costs**

Monthly expenses to Everflow Ltd and other waste companies.