

Registered number: 07570613
Charity number: 1142242

THE GEOFFREY HARRISON FOUNDATION
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

THE GEOFFREY HARRISON FOUNDATION
(A company limited by guarantee)

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THE GEOFFREY HARRISON FOUNDATION
(A company limited by guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2023

Trustees	C J Aylward G Booth D Foscett G C Harrison G G Harrison R D Harrison Lord R G A Lingfield
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Company registered number	07570613
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Charity registered number	1142242
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Registered office	Oxford House Oxford Road Thame Oxfordshire OX9 2AH
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THE GEOFFREY HARRISON FOUNDATION
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their report along with the financial statements of the Foundation for the year 1 April 2022 to 31 March 2023. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document 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 (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Structure, governance and management

The Governing Document of the Charity is its Memorandum and Articles of Association dated 15 March 2011. The company, limited by guarantee, was incorporated on 18 March 2011. It is registered with the Charity Commission (registration date 3 June 2011 and number 1142242).

The governing body is the Board of Trustees. The Trustees have control of the Foundation and its property and funds. Trustees are appointed by the existing Trustees of the Foundation. On appointment the process is explained to new trustees and they are acquainted with the current position.

The Trustees meet regularly throughout the year to consider grants to be made, existing charitable activities, current reserves and risk management policies and performance. The day to day administration is delegated to the company secretary and his support staff.

Trustees

The trustees throughout the year and to the date of this report were:

C J Aylward
G Booth
D Foskett
G C Harrison
G G Harrison
R D Harrison
Lord R G A Lingfield

Risk management

The Trustees are aware of their responsibilities to assess and manage both external and internal risks to the Foundation and annually review the risks and assess their relevance to the current and future years. Any risks identified are considered regularly by the Trustees and appropriate actions taken to reduce or eradicate these concerns.

Objectives and activities

The Governing Document of the Charity, the Memorandum and Articles of Association, sets out the objects of the charity which are all purposes that are charitable under the laws of England and Wales from time to time and in particular to advance education and learning in the UK in connection with the hotel, restaurant and hospitality industries and to help young people to develop their capabilities and grow to maturity as individuals and as members of society.

The Geoffrey Harrison Foundation was set up by Geoffrey Harrison and the other directors of Harrison Catering Services Ltd.

THE GEOFFREY HARRISON FOUNDATION
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Objectives and activities (continued)

Geoffrey Harrison explained the reasons for launching the Foundation, "Having enjoyed a lifelong career in this rewarding industry, I decided, with the support of the Harrison Catering Services directors, to establish the Foundation, so that we could help young people with an interest in catering to benefit from the opportunities afforded to me".

The trustees have decided that the Foundation should focus on encouraging year 10 and 11 students who have an interest in pursuing catering as a career. Funding has been provided to allow students to attend Saturday courses at leading institutions: Westminster Kingsway College (WKC), the University of West London (UWL) and Loughborough College (LC). To date more than one thousand nine hundred students have completed a junior chefs' course sponsored by The Geoffrey Harrison Foundation.

Grant making policy

The trustees meet regularly to consider what grants they will make and to review any feedback they have received.

Achievements and performance for the public benefit

The trustees have paid due consideration to the guidance issued on public benefit by the Charity Commission and believe that the Foundation meets the requirements.

During the year the Foundation funded 21 courses, each made up of either ten half days or five full days. On each course there were places for between 12 and 18 students. Students attended courses at either Westminster Kingsway College, the University of West London, or Loughborough College.

The Foundation also funded the Geoffrey Harrison Foundation Scholarship for a student at UWL who is studying for a degree in International Hospitality Management.

Finally, sponsorship was provided to the team from WKC that entered the Young Chefs' Olympiad in India.

We have an exceptional group of trustees who all donate their time freely.

Qualifying third party indemnity provisions

The company has arranged qualifying third party indemnity for all of its directors.

THE GEOFFREY HARRISON FOUNDATION
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Financial review

The accounts, together with explanatory notes as set out on pages 7 to 16, summarise the transactions of the Foundation during the year ended 31 March 2023.

The Foundation's voluntary income included a donation by Harrison Catering Services Limited of £50,000 (2022: £49,000) together with a grant from Savoy Educational Trust of £40,500 (2022: £16,000). The Trustees are sincerely grateful to these two organisations for their generous support.

Expenditure during the year has mainly related to the cost of providing junior chef courses at WKC, UWL and LC, together with the Geoffrey Harrison Foundation Scholarship at UWL.

Investment policy and performance

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the Trustees wish. The Trustees, having regard to the liquidity requirements of the Foundation and to the reserves policy have operated a policy of keeping available funds in a current account.

Reserves policy

The charity holds reserves to cover its operational costs and to meet existing commitments. The Trustees aim to keep administration costs to a minimum in order to ensure that most of the income generated is distributed. To do so the Foundation operates on minimal overheads with many services and facilities provided by Harrison Catering Services Limited.

The unrestricted and designated funds are expendable at the discretion of the Board of trustees, in furtherance of the objects of the funds. At 31 March 2023 total reserves were £64,361 (2022: £62,682) and general unrestricted reserves were £37,361 (2022: £62,682). This current reserve level is deemed sufficient to cover all commitments for the next 12 months.

Plans for the future periods

Several more courses have been planned for year 10 and 11 students to attend over the balance of the 2022/23 academic year, and this can be funded from the reserves currently held.

The Savoy Educational Trust has agreed to provide 50% funding towards up to 21 courses per year for the academic years 2022/23, 2023/24 and 2024/25 and Harrison Catering Services has committed to match this funding. These generous commitments will enable the Foundation to give many hundreds of young people the opportunity to cook in a commercial kitchen under the guidance of a professional chef lecturer.

The Foundation may also provide grants to individual students at Westminster Kingsway College and the University of West London, who show exceptional talent and would benefit from specific support.

More information on the background and work of the charity can be found at the Foundation's website www.geoffreyharrisonfoundation.org.uk

THE GEOFFREY HARRISON FOUNDATION
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Statement of responsibilities

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees wish to thank everyone associated with the Foundation for all their time and enthusiasm in supporting our objectives.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

This report has been approved by the Board of Trustees.


.....
G C Harrison
Chairman of Trustees

Date: **02/11/2023**

THE GEOFFREY HARRISON FOUNDATION
(A company limited by guarantee)

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2023

Independent Examiner's Report to the Trustees of The Geoffrey Harrison Foundation ('the Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and Basis of Report

As the Trustees of the Company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

Signed:



Dated: 15 November 2023

Alan Poole BA (Hons) FCA

James Cowper Kreston

Chartered Accountants
Reading Bridge House
George Street
Reading
Berkshire
RG1 8LS

THE GEOFFREY HARRISON FOUNDATION
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**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2023**

		Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
	Note				
Income from:					
Donations and legacies	3	40,500	50,014	90,514	65,005
Total income		<u>40,500</u>	<u>50,014</u>	<u>90,514</u>	<u>65,005</u>
Expenditure on:					
Charitable activities	4	27,000	61,835	88,835	80,947
Total expenditure		<u>27,000</u>	<u>61,835</u>	<u>88,835</u>	<u>80,947</u>
Net movement in funds		<u>13,500</u>	<u>(11,821)</u>	<u>1,679</u>	<u>(15,942)</u>
Reconciliation of funds:					
Total funds brought forward		-	62,682	62,682	78,624
Net movement in funds		13,500	(11,821)	1,679	(15,942)
Total funds carried forward		<u>13,500</u>	<u>50,861</u>	<u>64,361</u>	<u>62,682</u>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 9 to 16 form part of these financial statements.

THE GEOFFREY HARRISON FOUNDATION
(A company limited by guarantee)
REGISTERED NUMBER: 07570613

BALANCE SHEET
AS AT 31 MARCH 2023

	Note	2023 £	2022 £
Current assets			
Debtors	8	-	49,000
Cash at bank and in hand		92,801	53,002
		<u>92,801</u>	<u>102,002</u>
Creditors: amounts falling due within one year	9	(28,440)	(39,320)
Net current assets		<u>64,361</u>	<u>62,682</u>
Total net assets		<u><u>64,361</u></u>	<u><u>62,682</u></u>
Charity funds			
Restricted funds	10	13,500	-
Unrestricted funds			
Designated funds	10	13,500	-
General funds	10	37,361	62,682
		<u>50,861</u>	<u>62,682</u>
Total funds		<u><u>64,361</u></u>	<u><u>62,682</u></u>

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:


G C Harrison

Date: 02/11/2023

The notes on pages 9 to 16 form part of these financial statements.

THE GEOFFREY HARRISON FOUNDATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

1. General information

The Geoffrey Harrison Foundation is a company limited by guarantee and a registered charity (company number 07570613 and England and Wales registered charity number 1142242). It is governed by its Memorandum of Association and its registered office is Oxford House, Oxford Road, Thame, Oxfordshire OX9 2AH.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice 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 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Geoffrey Harrison Foundation meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the foundation to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the foundation has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the foundation's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

2.3 Income

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.4 Expenditure

Charitable activities include expenditure associated with the operation of the foundation and the provision of its objectives. It also includes governance costs, which consist of costs incurred in ensuring compliance with constitutional and statutory requirements.

2.5 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

THE GEOFFREY HARRISON FOUNDATION
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

2. Accounting policies (continued)

2.6 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.7 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

2.8 Financial instruments

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.9 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

3. Income from donations and legacies

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Harrison Catering Services Limited	-	50,000	50,000	49,000
Savoy Educational Trust	40,500	-	40,500	16,000
Other donations	-	14	14	5
	<u>40,500</u>	<u>50,014</u>	<u>90,514</u>	<u>65,005</u>
Total 2022	<u>16,000</u>	<u>49,005</u>	<u>65,005</u>	

THE GEOFFREY HARRISON FOUNDATION
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

4. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total 2023 £	Total 2022 £
Grants payable	27,000	60,000	87,000	79,500
Support costs	-	1,835	1,835	1,447
	<u>27,000</u>	<u>61,835</u>	<u>88,835</u>	<u>80,947</u>
	<u><u>32,000</u></u>	<u><u>48,947</u></u>	<u><u>80,947</u></u>	
Total 2022				

5. Analysis of expenditure by activities

	Direct costs 2023 £	Support costs 2023 £	Total funds 2023 £	Total funds 2022 £
Grants payable	87,000	-	87,000	79,500
Support costs	-	1,835	1,835	1,447
	<u>87,000</u>	<u>1,835</u>	<u>88,835</u>	<u>80,947</u>
	<u><u>79,500</u></u>	<u><u>1,447</u></u>	<u><u>80,947</u></u>	
Total 2022				

THE GEOFFREY HARRISON FOUNDATION
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

5. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2023 £	Total funds 2022 £
Junior Chef courses	81,000	79,000
Student support	6,000	-
Donations to other charities	-	500
	87,000	79,500

Analysis of support costs

	Total funds 2023 £	Total funds 2022 £
Website expenses	48	96
Independent Examiner's fees	1,500	1,320
Bank charges	187	31
HMRC penalties	100	-
	1,835	1,447

6. Independent examiner's remuneration

	2023 £	2022 £
Fees payable to the Company's independent examiner for the independent examination of the Company's annual accounts	1,500	1,320

7. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 March 2023, no Trustee expenses have been incurred (2022 - £NIL).

THE GEOFFREY HARRISON FOUNDATION
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

8. Debtors

	2023	2022
	£	£
Prepayments and accrued income	-	49,000
	<u> </u>	<u> </u>

9. Creditors: Amounts falling due within one year

	2023	2022
	£	£
Trade creditors	3,000	8,000
Accruals and deferred income	25,440	31,320
	<u> </u>	<u> </u>
	28,440	39,320
	<u> </u>	<u> </u>

THE GEOFFREY HARRISON FOUNDATION
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

10. Statement of funds

Statement of funds - current year

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2023 £
Unrestricted funds					
Designated funds					
Designated Funds - all funds	-	-	(27,000)	40,500	13,500
General funds					
General Funds	62,682	50,014	(34,835)	(40,500)	37,361
Total Unrestricted funds	62,682	50,014	(61,835)	-	50,861
Restricted funds					
Restricted Funds - all funds	-	40,500	(27,000)	-	13,500
Total of funds	62,682	90,514	(88,835)	-	64,361

Restricted funds

Restricted funds is made up of the grant received from Savoy Educational Trust which is to be used as matched funding towards the Foundation's junior chef programme, allowing young people to attend Saturday courses at Westminster Kingsway College, the University of West London and Loughborough College

THE GEOFFREY HARRISON FOUNDATION
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

10. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Unrestricted funds					
Designated funds					
Designated Funds	25,000	-	(32,000)	7,000	-
General funds					
General Funds	37,624	49,005	(16,947)	(7,000)	62,682
Total Unrestricted funds	62,624	49,005	(48,947)	-	62,682
Restricted funds					
Restricted Funds	16,000	16,000	(32,000)	-	-
Total of funds	78,624	65,005	(80,947)	-	62,682

THE GEOFFREY HARRISON FOUNDATION
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

11. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £
Current assets	27,000	65,801	92,801
Creditors due within one year	(13,500)	(14,940)	(28,440)
Total	<u>13,500</u>	<u>50,861</u>	<u>64,361</u>

Analysis of net assets between funds - prior year

	Unrestricted funds 2022 £	Total funds 2022 £
Current assets	102,002	102,002
Creditors due within one year	(39,320)	(39,320)
Total	<u>62,682</u>	<u>62,682</u>

12. Related party transactions

During the year, the foundation received grants from Harrison Catering Services Limited amounting to £50,000 (2022: £49,000).

G C Harrison, C J Aylward, G G Harrison and R D Harrison are all directors of Harrison Catering Services Limited. They are also directors of its parent company, Harrison SD Holdings Limited.