

HOLBROOK SWIM

England & Wales · Charity number 1167034

Details

Status Registered

Legal form CIO

Registered 2016-05-11

Register [View on the Charity Commission register](#)

Contact

Address 5 Lewis Lane
Stutton
Ipswich
IP9 2TF

Phone 07563752656

Email admin@holbrookswim.org.uk

Website <http://www.holbrookswim.org.uk/>

Activities

Objects: THE PROMOTION OF COMMUNITY PARTICIPATION IN HEALTHY RECREATION IN PARTICULAR AMONG CHILDREN AND YOUNG PEOPLE LIVING IN THE HOLBROOK AREA BY PROVIDING FACILITIES FOR THE TEACHING, DEVELOPMENT AND PRACTICE OF SWIMMING AT ALL LEVELS OF ABILITY.

Activities: Holbrook Swim promotes community participation in healthy recreation in particular among children and young people living in the Holbrook area by providing facilities for the teaching, development and practice of swimming at all levels of ability over 2 evenings per week during school term time at Royal Hospital School, Holbrook, Suffolk

Classification

- **How:** Provides Services
- **What:** Amateur Sport
- **Who:** Children/young People

Geography

- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£18,298	£20,624	-	-
2024-08-31	£21,351	£21,229	-	-
2023-08-31	£24,491	£15,970	-	-
2022-08-31	£21,030	£17,710	-	-
2021-08-31	£10,361	£12,924	-	-

Trustees

Name	Role	Appointed
Pamela Tunbridge	Chair	2020-11-24
Emily Allinson		2020-11-24
SIMONE FERGUSON		2015-09-21

HOLBROOK SWIM

England & Wales - Charity number 1167034

Accounts



Trustees' Annual Report for the period

Period start date
1st September 2024

Period end date
31st August 2025

From

Section A

Reference and administration details

Charity name

Holbrook Swim

Other names charity is known by

Registered charity number (if any)

1167034

Charity's principal address

C/O 5 Lewis Lane

Stutton

Ipswich, Suffolk

Postcode

IP9 2TF

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Pamela Tunbridge	Chair		
2	Emily Allinson	Trustee		
3	Simone Ferguson	Trustee/Secretary		
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Mr R Lawson	Pucks Piece, Manningtree Road, Stutton, Ipswich, Suffolk IP9 2SR

Name of chief executive or names of senior staff members (Optional information)

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

Constitution

How the charity is constituted

Charity Incorporated Company

Trustee selection methods

Elected by Committee Members

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

--

Summary of the objects of the charity set out in its governing document

The promotion of community participation in healthy recreation among children and young people living in the Holbrook area by providing facilities for the teaching, development and practice of swimming at all levels of ability.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The swimming programme is for children in full time education and aims to establish healthy and safe behaviour in a happy environment. Children are taught water safety, development of water confidence and swimming ability by following structured and progressive activities. Classes work towards gaining stages of ASA Awards with an emphasis on water skills and safety. All instructors are experienced, fully qualified, DBS checked and have undergone safeguard training.

Holbrook Swim provides swimming classes on Monday and Wednesday evenings at the Royal Hospital School, Holbrook.

Classes take place between 6:00pm and 7:30pm on Mondays and Wednesdays, with most lessons lasting half an hour.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Holbrook Swim ran various swimming sessions, ranging from beginners to advanced, throughout Autumn 2024 – Summer 2025.

Section E

Financial review

Brief statement of the charity's policy on reserves

Holbrook Swim CIO does not have a reserves policy

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information


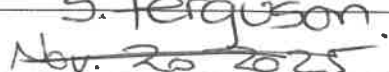
Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Pam Tunbridge

Simone Ferguson

Position (eg Secretary, Chair, etc)

Chair

Trustee/Secretary

Date

20/11/25

Cuent

Registration number: CE006299

Holbrook Swim

Annual Report and Unaudited Financial Statements

for the Year Ended 31 August 2025

Richard Lawson
Chartered Certified Accountants
Pucks Piece
Manningtree Road
Stutton
Ipswich
Suffolk
IP9 2SR

Holbrook Swim

Contents

Company Information	1
Accountants' Report	2
Profit and Loss Account	3
Balance Sheet	4
Notes to the Unaudited Financial Statements	4
Detailed Profit and Loss Account	5 to 6

Holbrook Swim
Company Information

Chairman	Mrs Pam Tunbridge
Registered office	5 Lewis Lane Stutton Ipswich IP9 2TF
Accountants	Richard Lawson Chartered Certified Accountants Pucks Piece Manningtree Road Stutton Ipswich Suffolk IP9 2SR

**Chartered Certified Accountants' Report to the Board of Directors on the
Preparation of the Unaudited Statutory Accounts of
Holbrook Swim
for the Year Ended 31 August 2025**


In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Holbrook Swim for the year ended 31 August 2025 as set out on pages 3 to 4 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <https://www.accaglobal.com/gb/en/member/standards/rules-and-standards/rulebook.html>.

This report is made solely to the Board of Directors of Holbrook Swim, as a body, in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the accounts of Holbrook Swim and state those matters that we have agreed to state to the Board of Directors of Holbrook Swim, as a body, in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at <http://www.accaglobal.com/gb/en/technical-activities/technical-resources-search/2009/october/factsheet-163-audit-exempt-companies.html>. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Holbrook Swim and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Holbrook Swim has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and loss of Holbrook Swim. You consider that Holbrook Swim is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Holbrook Swim. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.



Richard Lawson
Chartered Certified Accountants
Pucks Piece
Manningtree Road
Stutton
Ipswich
Suffolk
IP9 2SR

8 September 2025

Holbrook Swim

Profit and Loss Account for the Year Ended 31 August 2025

	2025 £	2024 £
Turnover	18,298	21,351
Staff costs	(16,173)	(15,818)
Other charges	<u>(4,451)</u>	<u>(5,411)</u>
(Loss)/profit for the year	<u><u>(2,326)</u></u>	<u><u>122</u></u>

Holbrook Swim

(Registration number: CE006299) Balance Sheet as at 31 August 2025

	2025 £	2024 £
Current assets	17,246	21,717
Accruals and deferred income	<u>(690)</u>	<u>(2,835)</u>
	<u>16,556</u>	<u>18,882</u>
Capital and reserves	<u>16,556</u>	<u>18,882</u>

1 General information

The company is a private company limited by share capital, incorporated in England.

The address of its registered office is:

5 Lewis Lane
Stutton
Ipswich
IP9 2TF

These financial statements were authorised for issue by the Board on 8 September 2025.

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with FRS 105 'The Financial Reporting Standard applicable to the Micro-entities Regime'.

2 Staff numbers

The average number of persons employed by the company (including directors) during the year, was 1 (2024 - 1).

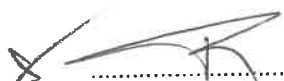
For the financial year ending 31 August 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the micro-entity provisions of the Companies Act 2006 and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

Approved and authorised by the Board on 8 September 2025 and signed on its behalf by:


.....
Mrs Pam Tunbridge
Chairman



Holbrook Swim

Detailed Profit and Loss Account for the Year Ended 31 August 2025

	2025 £	2024 £
turnover (analysed below)	<u>18,298</u>	<u>21,351</u>
Gross profit (%)	100%	100%
Administrative expenses		
Employment costs (analysed below)	(16,173)	(15,818)
Establishment costs (analysed below)	(934)	(601)
General administrative expenses (analysed below)	<u>(3,517)</u>	<u>(4,810)</u>
	<u>(20,624)</u>	<u>(21,229)</u>
Operating (loss)/profit	<u>(2,326)</u>	<u>122</u>
(Loss)/profit before tax	<u>(2,326)</u>	<u>122</u>

Holbrook Swim

Detailed Profit and Loss Account for the Year Ended 31 August 2025

	2025 £	2024 £
Turnover		
Swimming fees	18,468	21,599
Refunds	<u>(170)</u>	<u>(248)</u>
	<u>18,298</u>	<u>21,351</u>
Employment costs		
Hire of pool	(4,031)	(4,429)
Instructors' fees	(11,344)	(10,729)
Training	(675)	(510)
Child welfare	<u>(123)</u>	<u>(150)</u>
	<u>(16,173)</u>	<u>(15,818)</u>
Establishment costs		
Insurance	(609)	(601)
Equipment repairs and renewals	<u>(325)</u>	<u>-</u>
	<u>(934)</u>	<u>(601)</u>
General administrative expenses		
Badges & certificates	(48)	(29)
Administration costs	(3,006)	(3,917)
Computer software and maintenance costs	-	(289)
Memberships	-	(85)
Advertising	(50)	(90)
Accountancy fees	<u>(413)</u>	<u>(400)</u>
	<u>(3,517)</u>	<u>(4,810)</u>

HOLBROOK SWIM

England & Wales - Charity number 1167034

Accounts



Trustees' Annual Report for the period

Period start date

Period end date

1st September 2023

31st August 2024

From

Section A Reference and administration details

Charity name

Holbrook Swim

Other names charity is known by

Registered charity number (if any)

1167034

Charity's principal address

C/O 5 Lewis Lane

Stutton

Ipswich, Suffolk

Postcode

IP9 2TF

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Pamela Tunbridge	Chair		
2	Emily Allinson	Trustee		
3	Simone Ferguson	Trustee/Secretary		
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Mr R Lawson	Pucks Piece, Manningtree Road, Stutton, Ipswich, Suffolk IP9 2SR

Name of chief executive or names of senior staff members (Optional information)

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <small>See Trusts and Charities Act 2006</small>	Constitution
How the charity is constituted <small>See Charities Act 2006, s. 1(2)</small>	Charity Incorporated Company
Trustee selection methods <small>See Charities Act 2006, s. 1(2)</small>	Elected by Committee Members

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

--

Summary of the objects of the charity set out in its governing document

The promotion of community participation in healthy recreation among children and young people living in the Holbrook area by providing facilities for the teaching, development and practice of swimming at all levels of ability.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The swimming programme is for children in full time education and aims to establish healthy and safe behaviour in a happy environment. Children are taught water safety, development of water confidence and swimming ability by following structured and progressive activities. Classes work towards gaining stages of ASA Awards with an emphasis on water skills and safety. All instructors are experienced, fully qualified, DBS checked and have undergone safeguard training.

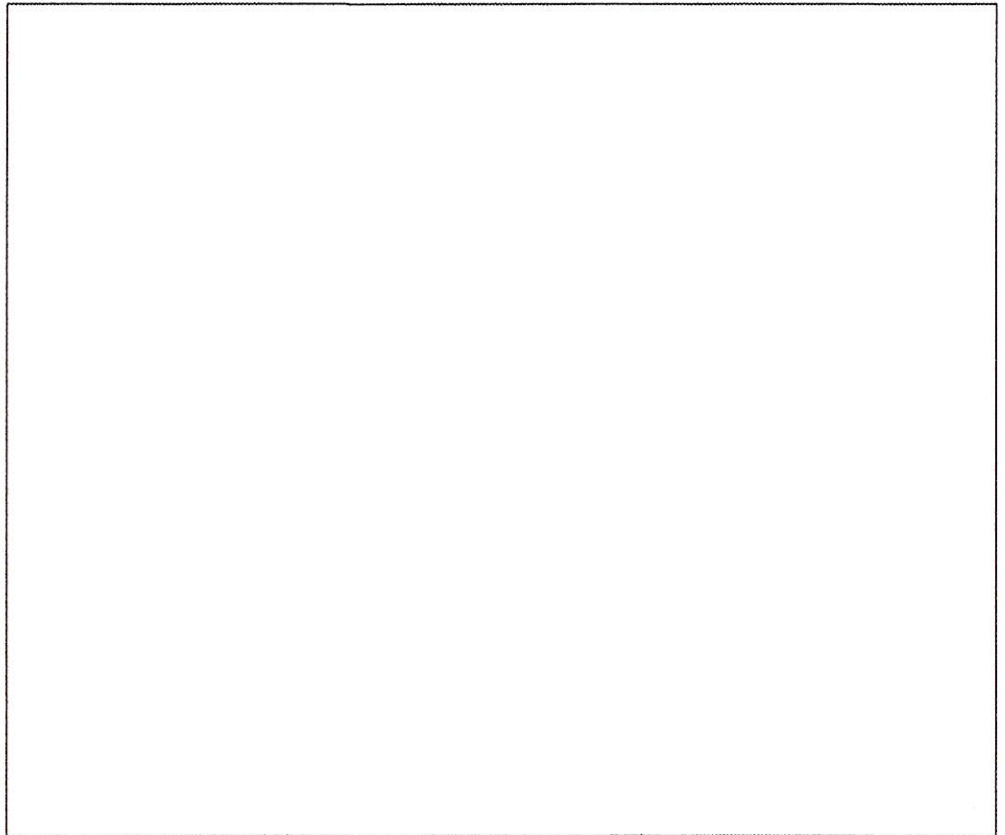
Holbrook Swim provides swimming classes on Monday and Wednesday evenings at the Royal Hospital School, Holbrook.

Classes take place between 6:00pm and 7:30pm on Mondays and Wednesdays, with most lessons lasting half an hour.

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



Summary of the main achievements of the charity during the year

Holbrook Swim ran various swimming sessions, ranging from beginners to advanced, throughout Autumn 2023 – Summer 2024.

Section E**Financial review****Brief statement of the charity's policy on reserves**

Holbrook Swim CIO does not have a reserves policy

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)


You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F**Other optional information****Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees**Signature(s)**

	<i>S Ferguson</i>
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Full name(s)

Pam Tunbridge	Simone Ferguson
---------------	-----------------

Position (eg Secretary, Chair, etc)

Chair	Trustee/Secretary
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Date

JAN 14 2025

Mrs. P Tunbridge
C/O 5 Lewis Lane
Stutton
Ipswich
IP9 2TF

18 November 2024

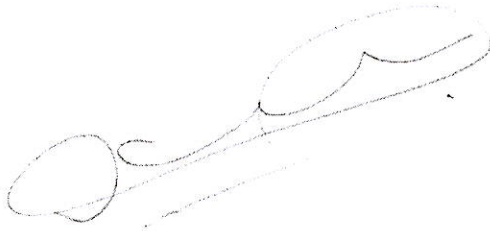
Dear Pam,

Holbrook Swim: Financial Report for the period ending 31st August 2024

I have carried out an examination on the books and records for the above, and found the accounts showed a true and fair view of Holbrook Swim's financial state of affairs as at the 31st August 2024.

The records were in good order and the finances accounted for correctly on the spreadsheet cashbook.

Yours sincerely,



Richard Lawson

Richard Lawson FCCA
Pucks Piece, Manningtree Road, Stutton, Ipswich, Suffolk, IP9 2SR
T: 01473 327802 M: 07813 976291 E: richard.lawson@aims.co.uk W: www.aims.co.uk

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G R Lawson Limited (a AIMS Accountants for Business, registered in England and Wales, No: 7218590
Registered office as above.

HOLBROOK SWIM

England & Wales - Charity number 1167034

Accounts



Trustees' Annual Report for the period

Period start date

Period end date

1st September 2022

31st August 2023

From

Section A

Reference and administration details

Charity name

Holbrook Swim

Other names charity is known by

Registered charity number (if any)

1167034

Charity's principal address

C/O 5 Lewis Lane

Stutton

Ipswich, Suffolk

Postcode

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Names of the charity trustees who manage the charity

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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Mr R Lawson	Pucks Piece, Manningtree Road, Stutton, Ipswich, Suffolk IP9 2SR

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

Constitution
Charity Incorporated Company
Elected by Committee Members

How the charity is constituted

Trustee selection methods

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
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- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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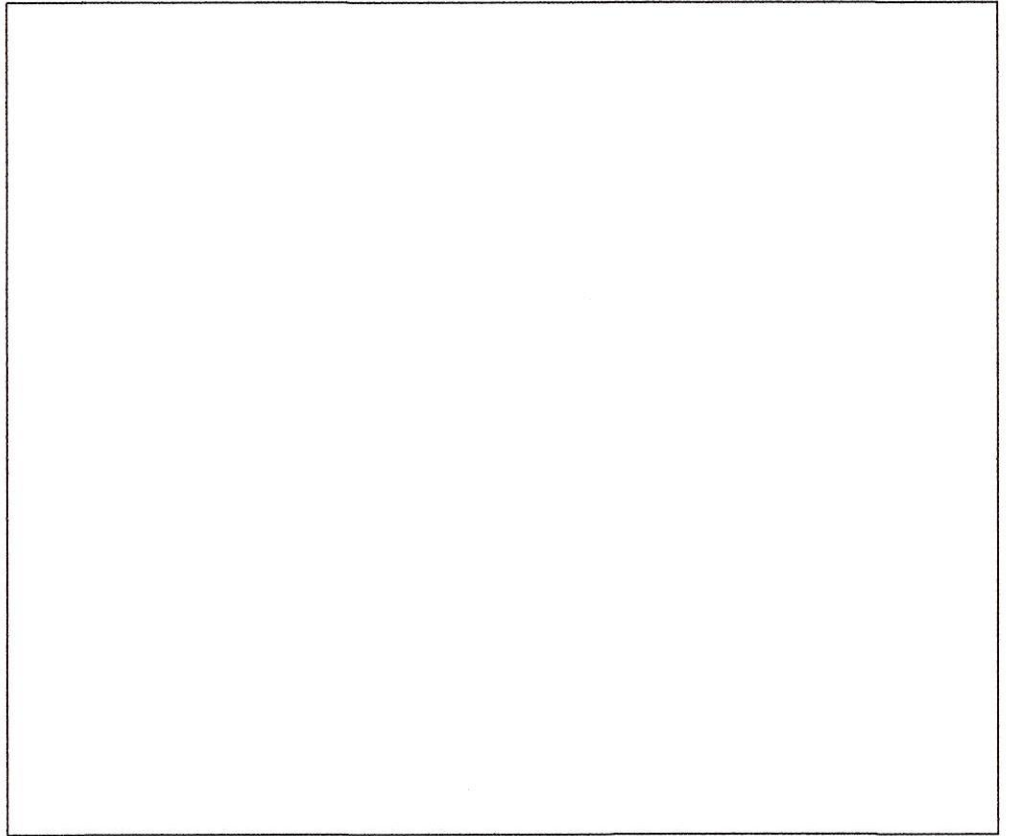
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You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



Summary of the main achievements of the charity during the year

Holbrook Swim ran various swimming sessions, ranging from beginners to advanced, throughout Autumn 2022 – Summer 2023.

Holbrook Swim ran a week's Summer Swim School in July 2023.

Section E**Financial review****Brief statement of the charity's policy on reserves**

Holbrook Swim CIO does not have a reserves policy

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

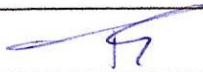

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F**Other optional information****Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees**Signature(s)**

	
---	---

Full name(s)

Pam Tunbridge	Simone Ferguson
---------------	-----------------

Position (eg Secretary, Chair, etc)

Chair	Trustee/Secretary
-------	-------------------

Date

17 / 4 / 2024

Account

Registration number: CE006299

Holbrook Swim

Annual Report and Unaudited Financial Statements

for the Year Ended 31 August 2023

Richard Lawson
Chartered Certified Accountants
Pucks Piece
Manningtree Road
Stutton
Ipswich
Suffolk
IP9 2SR

Holbrook Swim

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Balance Sheet	4 to 5
Notes to the Unaudited Financial Statements	4
Detailed Profit and Loss Account	6 to 7

Holbrook Swim

Company Information

Chairman	Mrs Pam Tunbridge
Registered office	5 Lewis Lane Stutton Ipswich IP9 2TF
Accountants	Richard Lawson Chartered Certified Accountants Pucks Piece Manningtree Road Stutton Ipswich Suffolk IP9 2SR

**Chartered Certified Accountants' Report to the Board of Directors on the
Preparation of the Unaudited Statutory Accounts of
Holbrook Swim
for the Year Ended 31 August 2023**

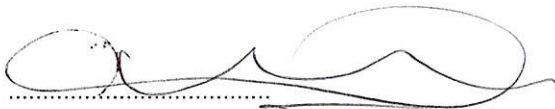
In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Holbrook Swim for the year ended 31 August 2023 as set out on pages 3 to 5 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <https://www.accaglobal.com/gb/en/member/standards/rules-and-standards/rulebook.html>.

This report is made solely to the Board of Directors of Holbrook Swim, as a body, in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the accounts of Holbrook Swim and state those matters that we have agreed to state to the Board of Directors of Holbrook Swim, as a body, in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at <http://www.accaglobal.com/gb/en/technical-activities/technical-resources-search/2009/october/factsheet-163-audit-exempt-companies.html>. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Holbrook Swim and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Holbrook Swim has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Holbrook Swim. You consider that Holbrook Swim is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Holbrook Swim. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.



Richard Lawson
Chartered Certified Accountants
Pucks Piece
Manningtree Road
Stutton
Ipswich
Suffolk
IP9 2SR

17 October 2023

Holbrook Swim

Profit and Loss Account for the Year Ended 31 August 2023

	2023 £	2022 £
Turnover	24,491	21,030
Staff costs	(11,856)	(13,371)
Other charges	<u>(4,114)</u>	<u>(4,339)</u>
Profit for the year	<u><u>8,521</u></u>	<u><u>3,320</u></u>

Holbrook Swim

(Registration number: CE006299) Balance Sheet as at 31 August 2023

	2023 £	2022 £
Current assets	21,739	16,611
Creditors: Amounts falling due within one year	<u>-</u>	<u>1</u>
Total assets less current liabilities	21,739	16,612
Accruals and deferred income	<u>(2,979)</u>	<u>(6,372)</u>
	<u>18,760</u>	<u>10,240</u>
Capital and reserves	<u>18,760</u>	<u>10,240</u>

1 General information

The company is a private company limited by share capital, incorporated in England.

The address of its registered office is:

5 Lewis Lane
Stutton
Ipswich
IP9 2TF

These financial statements were authorised for issue by the Board on 17 October 2023.

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with FRS 105 'The Financial Reporting Standard applicable to the Micro-entities Regime'.

2 Staff numbers

The average number of persons employed by the company (including directors) during the year, was 1 (2022 - 1).

For the financial year ending 31 August 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:


- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.



These financial statements have been prepared in accordance with the micro-entity provisions of the Companies Act 2006 and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

Approved and authorised by the Board on 17 October 2023 and signed on its behalf by:

Holbrook Swim

**(Registration number: CE006299)
Balance Sheet as at 31 August 2023**


.....
Mrs Pam Tunbridge
Chairman

Holbrook Swim

Detailed Profit and Loss Account for the Year Ended 31 August 2023

	2023 £	2022 £
turnover (analysed below)	<u>24,491</u>	<u>21,030</u>
Gross profit (%)	100%	100%
Administrative expenses		
Employment costs (analysed below)	(11,856)	(13,371)
Establishment costs (analysed below)	(879)	(882)
General administrative expenses (analysed below)	<u>(3,235)</u>	<u>(3,457)</u>
	<u>(15,970)</u>	<u>(17,710)</u>
Operating profit	<u>8,521</u>	<u>3,320</u>
Profit before tax	<u><u>8,521</u></u>	<u><u>3,320</u></u>

Holbrook Swim

Detailed Profit and Loss Account for the Year Ended 31 August 2023

	2023 £	2022 £
Turnover		
Refunds	(704)	(402)
Swimming fees	25,195	21,432
	<u>24,491</u>	<u>21,030</u>
Employment costs		
Hire of pool	(3,317)	(4,086)
Instructors' fees	(7,934)	(8,534)
Training	(605)	(738)
Child welfare	-	(13)
	<u>(11,856)</u>	<u>(13,371)</u>
Establishment costs		
Insurance	(500)	(570)
Equipment repairs and renewals	(379)	(312)
	<u>(879)</u>	<u>(882)</u>
General administrative expenses		
Badges & certificates	(95)	(111)
Administration costs	(2,640)	(2,865)
Computer software and maintenance costs	-	(106)
Memberships	(80)	(80)
Sundry expenses	-	125
Advertising	(20)	(20)
Accountancy fees	(400)	(400)
	<u>(3,235)</u>	<u>(3,457)</u>

HOLBROOK SWIM

England & Wales - Charity number 1167034

Accounts



Trustees' Annual Report for the period

Period start date

Period end date

1st September 2021

31st August 2022

From

Section A Reference and administration details

Charity name

Holbrook Swim

Other names charity is known by

Registered charity number (if any)

1167034

Charity's principal address

C/O 5 Lewis Lane

Stutton

Ipswich, Suffolk

Postcode

IP9 2TF

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Pamela Tunbridge	Chair		
2	Emily Allinson	Trustee		
3	Simone Ferguson	Trustee/Secretary		
4				
5				
6				
7				
8				
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10				
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14				
15				
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17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Mr R Lawson	Pucks Piece, Manningtree Road, Stutton, Ipswich, Suffolk IP9 2SR

Name of chief executive or names of senior staff members (Optional information)

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

Constitution

How the charity is constituted

Charity Incorporated Company

Trustee selection methods

Elected by Committee Members

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

--

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The promotion of community participation in healthy recreation among children and young people living in the Holbrook area by providing facilities for the teaching, development and practice of swimming at all levels of ability.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The swimming programme is for children in full time education and aims to establish healthy and safe behaviour in a happy environment. Children are taught water safety, development of water confidence and swimming ability by following structured and progressive activities. Classes work towards gaining stages of ASA Awards with an emphasis on water skills and safety. All instructors are experienced, fully qualified, DBS checked and have undergone safeguard training.

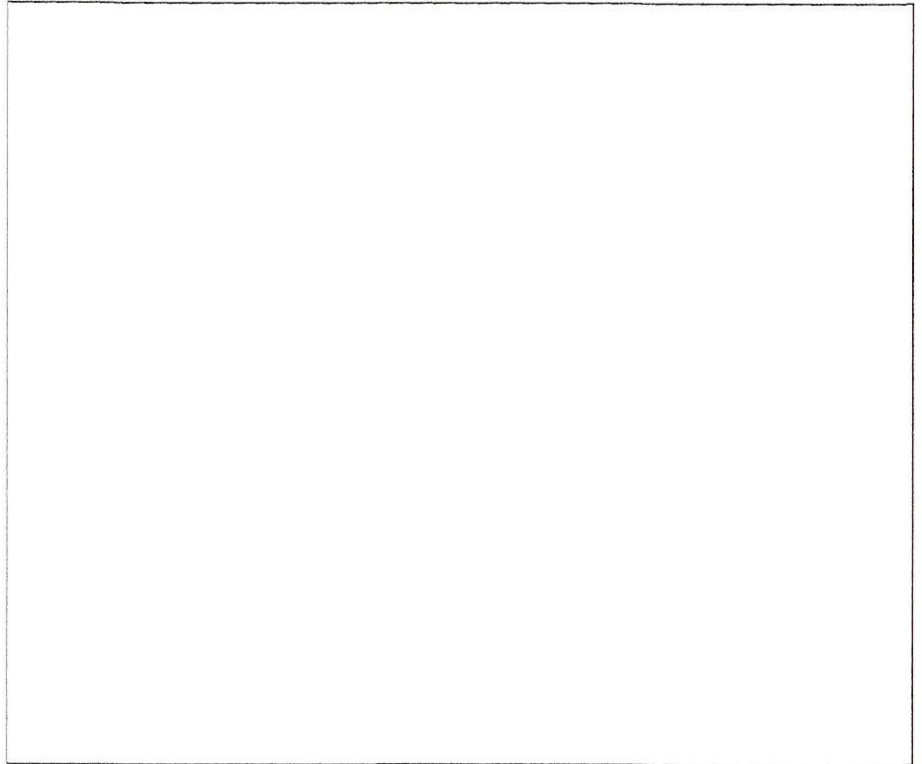
Holbrook Swim provides swimming classes on Monday and Wednesday evenings at the Royal Hospital School, Holbrook.

Classes take place between 6:15pm and 7:45pm on Mondays and between 6:00pm and 7:30pm on Wednesdays, with most lessons lasting half an hour.

Additional details of objectives and activities (Optional information)

You may **choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



Summary of the main achievements of the charity during the year

Holbrook Swim ran various swimming sessions, ranging from beginners to advanced, throughout Autumn 2021 – Summer 2022.

Holbrook Swim ran a week's Summer Swim School in July 2022.

Section E Financial review

Brief statement of the charity's policy on reserves

Holbrook Swim CIO does not have a reserves policy

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:


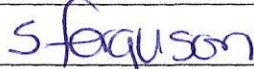
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)  

Full name(s) Pam Tunbridge Simone Ferguson

Position (eg Secretary, Chair, etc) Chair Trustee/Secretary

Date 6/2/23.

Free

Holbrook Swim

Accounts

for the Year Ended 31 August 2022

Richard Lawson
Chartered Certified Accountants
Pucks Piece
Manningtree Road
Stutton
Ipswich
Suffolk
IP9 2SR

Holbrook Swim

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Income and Expenditure Account	4
Balance sheet	5
Notes to the accounts	6

Holbrook Swim
Officers and Advisers

Chairman	Mrs Pam Tunbridge
Business address	5 Lewis Lane Stutton Ipswich IP9 2TF
Bank	Lloyds Bank Cornhill North 13 Cornhill Ipswich Suffolk IP1 1DG
Accountants	Richard Lawson Chartered Certified Accountants Pucks Piece Manningtree Road Stutton Ipswich Suffolk IP9 2SR

**Chartered Certified Accountants' Report to Mrs Pam Tunbridge on the Preparation of
the Unaudited Financial Information of
Holbrook Swim**

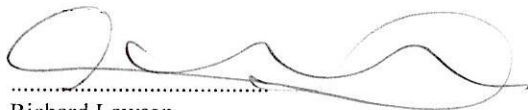
In accordance with the engagement letter dated 27 March 2012 we have prepared for your approval the financial information of Holbrook Swim for the year ended 31 August 2022 which comprises the Income and Expenditure Account, the Balance Sheet and the related notes from the entity's accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <http://www.accaglobal.com/en/member/professional-standards/rules-standards/acca-rulebook.html>.

This report is made solely to you, in accordance with the terms of our engagement letter dated 27 March 2012. Our work has been undertaken solely to prepare for your approval the financial information of Holbrook Swim and state those matters that we have agreed to state to you in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at <http://www.accaglobal.com/factsheetl63>. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Committee for our work or for this report.

You have approved the financial information for the year and have acknowledged your responsibility for it, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for its compilation.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial information.



Richard Lawson
Chartered Certified Accountants

30 November 2022

Pucks Piece
Manningtree Road
Stutton
Ipswich
Suffolk
IP9 2SR

Holbrook Swim

Approval of financial information

In accordance with the engagement letter dated 27 March 2012, I approve the financial information which comprises the Income and Expenditure Account, the Balance Sheet and the related notes.

I acknowledge my responsibility for the financial information, including the appropriateness of the applicable financial reporting framework as set out in note 1, and for providing Richard Lawson with all information and explanations necessary for its compilation.

I give my authority for the financial information to be submitted to HM Revenue and Customs.

The financial information was approved by the chairman on 30 November 2022.



Mrs Pam Tunbridge
Chairman



Holbrook Swim
Income and Expenditure for the Year Ended 31 August 2022

	2022		2021	
	£	£	£	£
Turnover				
Swimming fees	21,432		10,477	
Refunds	<u>(402)</u>		<u>(116)</u>	
		21,030		10,361
Expenses				
Hire of pool	4,086		2,412	
Instructor fees	8,534		5,959	
Training	738		423	
Child welfare	13		230	
Insurance	570		556	
Equipment repairs and renewals	312		332	
Telephone and fax	111		-	
Administration costs	2,865		1,960	
Computer software and maintenance costs	106		417	
Printing, postage and stationery	-		55	
Memberships	80		80	
Sundry expenses	(125)		100	
Advertising	20		-	
Accountancy fees	<u>400</u>		<u>400</u>	
		<u>(17,710)</u>		<u>(12,924)</u>
Net profit/(loss)		<u><u>3,320</u></u>		<u><u>(2,563)</u></u>

Holbrook Swim
Balance Sheet as at 31 August 2022

		2022		2021	
	Note	£	£	£	£
Current assets					
Cash at bank and in hand		<u>16,611</u>		<u>10,990</u>	
Current liabilities					
Accruals			<u>(6,372)</u>		<u>(4,070)</u>
Net assets			<u><u>10,239</u></u>		<u><u>6,920</u></u>
Financed by:					
Capital account	2		<u><u>10,239</u></u>		<u><u>6,920</u></u>

Holbrook Swim

Notes to the Accounts for the Year Ended 31 August 2022

1 Accounting policies

Basis of preparation

The accounts have been prepared under the historical cost convention.

Turnover

Turnover represents the value of services, net of value added tax.

2 Capital account

	Capital Account £	Total £
As at 1 September 2021	9,483	9,483
Surplus	756	756
As at 31 August 2022	<u>10,239</u>	<u>10,239</u>

HOLBROOK SWIM

England & Wales - Charity number 1167034

Accounts



Trustees' Annual Report for the period

	Period start date	Period end date
From	1 st September 2020	To 31 st August 2021

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Pamela Tunbridge	Chair		
2	Emily Allinson	Trustee		
3	Simone Ferguson	Trustee/Secretary		
4				
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Mr R Lawson	Pucks Piece, Manningtree Road, Stutton, Ipswich, Suffolk IP9 2SR

Name of chief executive or names of senior staff members (Optional information)

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <i>(eg. trust deed, constitution)</i>	Constitution
How the charity is constituted <i>(eg. trust, association, company)</i>	Charity Incorporated Company
Trustee selection methods <i>(eg. appointed by, elected by)</i>	Elected by Committee Members

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

--

Summary of the objects of the charity set out in its governing document

The promotion of community participation in healthy recreation among children and young people living in the Holbrook area by providing facilities for the teaching, development and practice of swimming at all levels of ability.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The swimming programme is for children in full time education and aims to establish healthy and safe behaviour in a happy environment. Children are taught water safety, development of water confidence and swimming ability by following structured and progressive activities. Classes work towards gaining stages of ASA Awards with an emphasis on water skills and safety. All instructors are experienced, fully qualified, DBS checked and have undergone safeguard training.

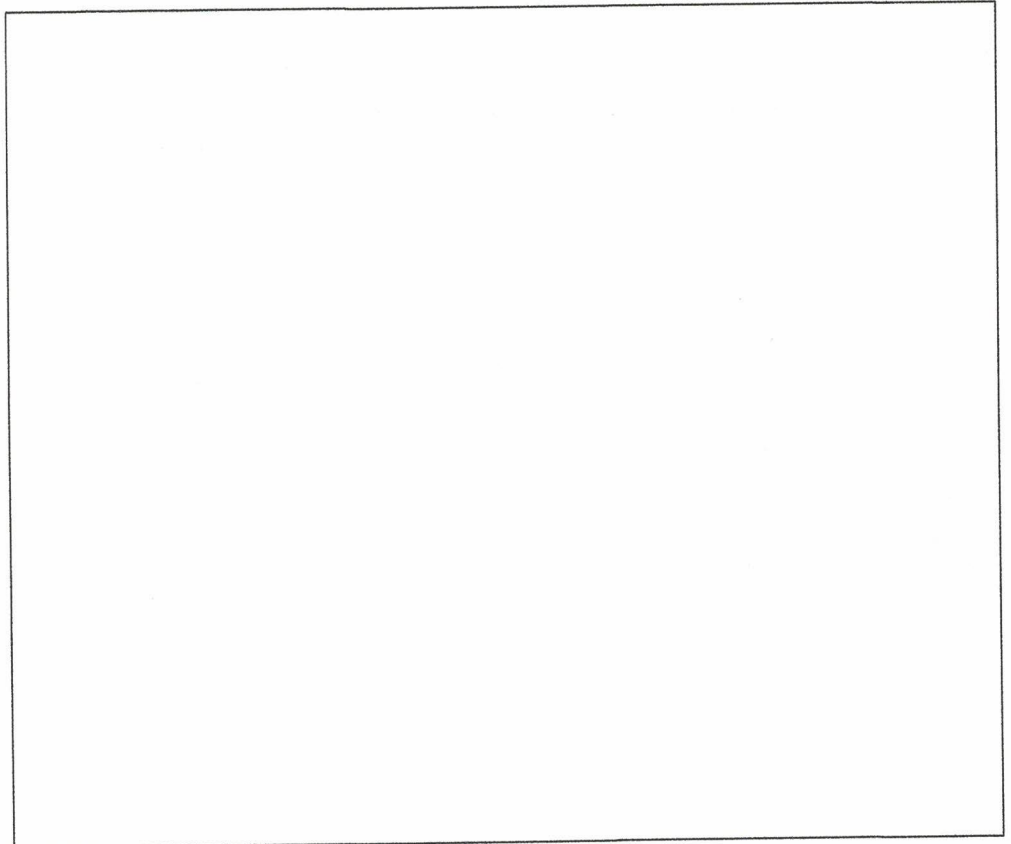
Holbrook Swim provides swimming classes on Monday and Wednesday evenings at the Royal Hospital School, Holbrook.

Classes take place between 6:15pm and 7:45pm on Mondays and between 6:00pm and 7:30pm on Wednesdays, with most lessons lasting half an hour.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



Summary of the main achievements of the charity during the year

Holbrook Swim ran various swimming sessions, ranging from beginners to advanced, throughout Autumn 2020 – Summer 2021, give or take when COVID and lockdown restrictions allowed, which did see a fall in numbers swimming.

Holbrook Swim ran a week's Summer Swim School in July 2021, proving to be a great success

Section E**Financial review****Brief statement of the charity's policy on reserves**

Holbrook Swim CIO does not have a reserves policy

Details of any funds materially in deficit

N/A

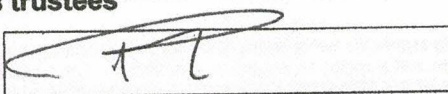
Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F**Other optional information****Section G****Declaration****The trustees declare that they have approved the trustees' report above.****Signed on behalf of the charity's trustees**

Signature(s)

	S. Ferguson
---	-------------

Full name(s)

Pam Tunbridge	Simone Ferguson
---------------	-----------------

Position (eg Secretary, Chair, etc)

Chair	Trustee/Secretary
-------	-------------------

Date

25 January 2022

Holbrook Swim

Accounts

for the Year Ended 31 August 2021

Richard Lawson
Chartered Certified Accountants
Pucks Piece
Manningtree Road
Stutton
Ipswich
Suffolk
IP9 2SR

Holbrook Swim

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Holbrook Swim
Officers and Advisers

Chairman	Mrs Pam Tunbridge
Business address	Wain Cottage Orvis Lane East Bergholt Colchester CO7 6TT
Bank	Lloyds Bank Cornhill North 13 Cornhill Ipswich Suffolk IP1 1DG
Accountants	Richard Lawson Chartered Certified Accountants Pucks Piece Manningtree Road Stutton Ipswich Suffolk IP9 2SR

**Chartered Certified Accountants' Report to Mrs Pam Tunbridge on the Preparation of
the Unaudited Financial Information of
Holbrook Swim**

In accordance with the engagement letter dated 27 March 2012 we have prepared for your approval the financial information of Holbrook Swim for the year ended 31 August 2021 which comprises the Income and Expenditure Account, the Balance Sheet and the related notes from the entity's accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <http://www.accaglobal.com/en/member/professional-standards/rules-standards/acca-rulebook.html>.

This report is made solely to you, in accordance with the terms of our engagement letter dated 27 March 2012. Our work has been undertaken solely to prepare for your approval the financial information of Holbrook Swim and state those matters that we have agreed to state to you in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at <http://www.accaglobal.com/factsheet163>. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Committee for our work or for this report.

You have approved the financial information for the year and have acknowledged your responsibility for it, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for its compilation.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial information.



Richard Lawson
Chartered Certified Accountants

12 October 2021

Pucks Piece
Manningtree Road
Stutton
Ipswich
Suffolk
IP9 2SR

Holbrook Swim

Approval of financial information

In accordance with the engagement letter dated 27 March 2012, I approve the financial information which comprises the Income and Expenditure Account, the Balance Sheet and the related notes.

I acknowledge my responsibility for the financial information, including the appropriateness of the applicable financial reporting framework as set out in note 1, and for providing Richard Lawson with all information and explanations necessary for its compilation.

I give my authority for the financial information to be submitted to HM Revenue and Customs.

The financial information was approved by the chairman on 12 October 2021.



Mrs Pam Tunbridge
Chairman

Holbrook Swim
Income and Expenditure for the Year Ended 31 August 2021

	2021		2020	
	£	£	£	£
Turnover				
Swimming fees	10,477		11,974	
Refunds	<u>(116)</u>		<u>(123)</u>	
		10,361		11,851
Expenses				
Hire of pool	2,412		2,679	
Instructor fees	5,959		7,146	
Training	423		250	
Child welfare	230		175	
Insurance	556		452	
Equipment repairs and renewals	332		252	
Badges & certificates	-		241	
Administration costs	1,960		2,870	
Computer software and maintenance costs	417		-	
Printing, postage and stationery	55		326	
Memberships	80		-	
Sundry expenses	100		-	
Accountancy fees	<u>400</u>		<u>400</u>	
		<u>(12,924)</u>		<u>(14,791)</u>
Net loss		<u><u>(2,563)</u></u>		<u><u>(2,940)</u></u>

Holbrook Swim
Balance Sheet as at 31 August 2021

	2021	2020
Note	£	£
Current assets		
Cash at bank and in hand	<u>10,990</u>	<u>10,633</u>
Current liabilities		
Bank loans and overdrafts	-	11
Accruals	<u>4,070</u>	<u>1,139</u>
	<u>(4,070)</u>	<u>(1,150)</u>
Net assets	<u><u>6,920</u></u>	<u><u>9,483</u></u>
Financed by:		
Capital account	2 <u><u>6,920</u></u>	<u><u>9,483</u></u>

Holbrook Swim

Notes to the Accounts for the Year Ended 31 August 2021

1 Accounting policies

Basis of preparation

The accounts have been prepared under the historical cost convention.

Turnover

Turnover represents the value of services, net of value added tax.

2 Capital account

	Capital Account £	Total £
As at 1 September 2020	9,483	9,483
Loss	(2,563)	(2,563)
As at 31 August 2021	<u>6,920</u>	<u>6,920</u>