



Trustees' Annual Report for the period

Period start date

1st September 2022

Period end date

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

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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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)

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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.

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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 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.

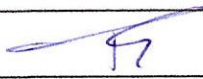
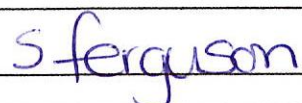
Section F Other optional information

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

CLW

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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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**

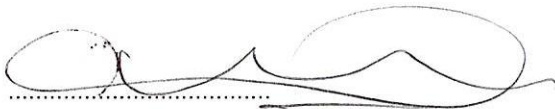
In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Holbrook Swim for the year ended 31 August 2023 as set out on pages 3 to 5 from the company's accounting records and from information and explanations you have given us.

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>8,521</u>	<u>3,320</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	-	1
Total assets less current liabilities	21,739	16,612
Accruals and deferred income	(2,979)	(6,372)
	18,760	10,240
Capital and reserves	18,760	10,240

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:

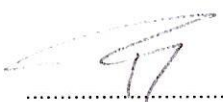
- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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**



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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>