

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022
FOR
THE WRITERS' SUMMER SCHOOL**

Brookes Stephens
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THE WRITERS' SUMMER SCHOOL

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FOR THE YEAR ENDED 30 SEPTEMBER 2022

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THE WRITERS' SUMMER SCHOOL
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022

The trustees present their report with the financial statements of the charity for the year ended 30 September 2022. The trustees have adopted the provisions of 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 charity is a Charitable Incorporated Organisation.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The object of the School is to advance the education of the public in the art of writing, including tuition for writers and prospective writers.

Significant activities

The School is committed to running an annual residential conference for writers for one week during each summer. The programme aims to provide writers and potential writers with a range of courses, speakers and other activities intended to inspire and develop their writing in a friendly and supportive environment, allowing them to network and share experiences.

While planning the programme for the conference, the Trustees consider the Commission's guidance on public benefit and in particular, seek to enable as many writers and potential writers as possible to benefit from the opportunities the School has to offer, which are:

- A comprehensive programme of courses across as many genres as possible
- Opportunities for mentorship
- Communication throughout the year to maintain the spirit of the School
- Assisted places for writers who would otherwise be unable to attend.

Public benefit

The trustees have had regard to the Charity Commission's guidance on public benefit.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Programme

This year, the programme comprised four Specialist courses, sixteen Short courses, covering Historical, Romantic and Flash Fiction, Crime Forensics, Creative non-Fiction, Bringing your Poetic narrator to Life, Writing "How To" Books, Scriptwriting, Sci-Fi/Fantasy & Speculative Fiction, Self-Publishing, Comedy Writing, Young Adult fiction, Creating LGBTQ+ Characters, How To Run A Writers' Group and "Hit Submit", an idea-generating hour intended to help writers create new ideas and follow through to submission - with an opportunity to be included in the 2022 "Roll of Honour" if they submit during the week; fifteen One hour sessions included Editing, Worldbuilding, Cracking Cryptic Crosswords, Action Sequences, Coping with Stress, Performing Poetry, Yoga for Writers, Social Media, as well as the Page to Stage Briefing and Prize Winning Readings. Unfortunately, one Specialist Course Tutor who was also a Guest Speaker was unable to attend. The course vacancy was filled by one of the other Guest Speakers who was able to fit in as well as his own Short Course commitment. The Speaker vacancy was filled by two performance poets suggested by a regular delegate.

As in previous years, opportunities were provided to write or develop work; for creativity through "Lift Up Your Pens", "Just Write" and "Page to Stage"; and for reflection and relaxation through "Lift Up Your Hearts", and "Unwind Your Mind". These elements of the programme are provided by delegates themselves and supported by the Committee on behalf of the School.

As well as the daytime programme, a full range of entertainment was provided in the evenings, encouraging more participation from delegates and opportunities to meet and socialise with other writers. "Write on Cue" was an evening of "fun-fuelled writing games and prompts" to help kick-start creativity; "Birds of a Feather" offered an opportunity to meet with other writers sharing genre interests and ran on Saturday evening. On Sunday, a new event, "Swanwick Speed Meet & Greet", was introduced. All three were well attended by new and veteran delegates. Other evening events included a General Knowledge and a Literary Quiz; a fancy dress evening on the theme of "Another Night at the Movies" (delegates were free to dress up from dinner onwards) ending with a disco; poetry and prose open mics; and a buskers' night (all well attended). Page to Stage performances were given a Speaker slot allowing participants to enjoy the later part of the evening. A new event - the "Firepit Sing-a-long" - proved popular but as it was held outdoors without the support of any technical sound equipment, it was hard to hear the performance at times. This will be taken on board for future such events. Another new event - "Swanwick Speed Meet & Greet" - was met with enthusiasm and participants commented that they had had a lot of fun.

Speakers included Erin Kelly talking about her success as a thriller writer - chosen to write the novelisation of the BAFTA award-winning "Broadchurch" and a frequent "Richard and Judy" bestseller - and about her new novel, "Watch Her Fall" which she wrote in lockdown; Emma Purshouse and Steve Pottinger (replacing Roy McFarlane) from the organisation, "Poets, Prattlers and Pandemonialists", entertained with demonstrations of performance poetry, tales about their experiences and the origins and purposes of the organisation; and Rob Gee (course stand-in for Roy McFarlane) who is a former psychiatric nurse and has shared the stage with Harold Pinter, Sue Townsend, Jo Brand, Russell Howard, Alan Carr, Sarah Millican and Frankie Boyle, and has over three thousand performances to his name. Rob regularly appears on BBC radio and has written numerous comedy sketches, songs and shows for commission. Interspersed with his own performance poetry, Rob talked about his work with psychiatric patients creating original poetic work from prompts and ideas they put forward.

THE WRITERS' SUMMER SCHOOL
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The School attracted 47 first-time attendees, better than in 2021 but less than the preferred portion of approximately one third of the overall attendance. As in 2021, bookings were at a slower pace but Friends of Swanwick Priority booking was busier on the first and second February and although it slowed down after that, at the end of January, 40 people had booked. February 1st brought 28 bookings and from then, booking was fairly steady until later in the month when it tailed off. Contract numbers were not at capacity due to cancellations and despite Covid 19 posing less of a threat, some regular delegates were nervous about attending and there were cancellations due to illness and other factors. Again, there was no waiting list. There were ten Part-Time attendees and three Day-Visitors. Part-time availability was restricted to rooms free on the 1st June 2022 so without a waiting list, allocations could be decided easily. 203 people in total were in attendance, including eight Committee Members, three Competition winners, the raffle winner from 2021, seven TopWrite recipients, two Assisted Places; four 4-Part course tutors (two guest tutors, one a 4-Part and a 2-Part tutor, also), sixteen 2-Part courses (seven guest tutors), four guests speakers, and 160 delegates.

A Welcome Reception for 'First Years' (formally known as "White Badgers") was held on the first evening to help put new people at ease, and a mid-week Afternoon Tea session was held to collect valuable feedback on how the programme was being received by those attending for the first time. Ambassadors were in place to provide additional support and help with collecting the information. The committee are not involved in this session, but Ambassadors are in place to encourage and assist attendees with their feedback.

Mentorship

Fifteen tutors provided a total of 53 one to one sessions (of which 35 were used) covering a wide range of genres and subject matter for delegates seeking specific advice and direction for their work. These included fiction (Flash/Crime/Women's/Romantic), non-fiction, scriptwriting, story creation and structure, competitions, poetry, comedy.

Communication

The School's Facebook Closed Group page and Twitter feed were provided with a wide selection of flyers and up-to-date information throughout the year which helped to raise the School's online profile through links to various pages on the website and, delegates reposting and retweeting them. Allowing tutors and speakers to promote their work at the School using social media helps maintain the visibility of the School and attracts new people from a wider range of areas. This drives traffic to the website which helps to maintain online visibility. However, this last was not maintained throughout the year (reason unknown) and may have contributed to the difficulty in attracting sufficient bookings in a post-covid environment. Going forward, a review and update/modernisation of advertising strategies and advert appearance would appear to be beneficial.

The bi-monthly newsletter was maintained dispensing updates and information to those who subscribe and providing a forum for delegates to share their writing successes. Updates between newsletters were posted on Facebook and Twitter and circulated by the membership. The School continued to maintain a Wikipedia page and the website but issues with the Dreamhost platform suggest that a further review of the website and the associated email hosting platform (also with Dreamhost) to improve and modernise its performance is essential.

TopWrite/Assisted Places

Regular and one-off donations to the Friends of Swanwick fund provided subsidised places for seven creative writing students through its TopWrite Scheme. Applications were fewer than in recent years, the cause of which is unknown. The cost to students was maintained at £125 for another year.

Through the School's Assisted Places Scheme, also funded by Friends of Swanwick, two partial places were provided for individuals on a low income and/or receiving benefits. A further donation of £2,000 from Amazon Literary Partnership allowed the places allocated to both schemes to be covered more easily leaving a substantial remainder going forward.

THE WRITERS' SUMMER SCHOOL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2022

FINANCIAL REVIEW

Financial position

The School's popularity continued, with 38 Friends of Swanwick priority bookings in January 2022, with a further 75 in February and fewer numbers in following months. Although not as brisk as in pre-covid years, the trend was not unexpected but as in 2020 and 2021, no waiting list materialised. Contract numbers remained at 200 following the reduction in 2021, but it was necessary to reduce contract numbers by 10% (per our contract) two weeks before the School to avoid unnecessary penalties. Despite its continued presence, covid appeared to be less of a factor in the drop in numbers but it was clear that some people remain nervous about large gatherings, especially if they fall into the older age groups and may be vulnerable or have a vulnerable person living with them. There may also be a financial factor due to workplaces having to close post-lockdown and people finding themselves out of work or living on a lower income with less disposable income.

Part-time availability was again restricted to room availability from 1st June although Day and Half Day attendance was available from the start, and was favoured by people who were unable to manage the full-time cost. This generated 10 Part-Time and 6 Half Day bookings but meant that the School could gain additional income without adding rooms. Going forward, such bookings will be restricted by the capacity of the dining rooms at the Hayes and the number of other people attending accompanying conferences throughout the week.

The sale of one to one sessions - a total of 35 sessions brought in a surplus of £700; the raffle produced a further £1,163 (taken in cash and by card) and the Book Room generated a surplus of £319. At the end of the year, the final position at 30th September 2022 was an encouraging profit of £5,095 and a total surplus remaining of £57,195. The first of two deposits for the 2023 School was paid (10% of contract cost per instalment) at £8,900, and a holding deposit for 2024 of £1,000 to secure dates. All deposits are deducted from the final invoice.

Although the School attracts delegates from home and abroad, there were only three overseas delegates this year. This may be due to higher travel costs and continuing covid procedures creating issues with foreign travel and/or the general rise in living costs being experienced the world over. However, there were 47 First Years in attendance, a small improvement on 2021 numbers (42).

Funds raised through the 'Friends of Swanwick' are treated as restricted reserves and are identified separately in the School's accounts to provide more transparency of purpose. The fund has continued to be essential in maintaining finance for the TopWrite and Assisted Places schemes through regular and one-off donations alike. This scheme is very popular and is handled by the School's TopWrite liaison but applications this year were fewer. Despite difficulty in attracting applications for Assisted Places, two were received and both were successful. Better advertising and promotion of this scheme is advised going forward. The fund continues to support TopWrite and Assisted Places due mainly to generous donations from 'Friends', both regular and one-off, but bolstered by another donation from Amazon Literary Partnership (UK) (£2,000). The number of regular donors to 'Friends of Swanwick' fluctuates each year but one-off donations appear to be on the increase, especially in January when the Friends of Swanwick Priority Booking period opens (1st January). The School has not contributed further to Friends of Swanwick due to donations maintaining a workable level of funds and the annual injection of a large sum from ALP which has varied since the first but was again £2,000 this year. After all payments were made for places funded at the 2021 School, the fund stood at £8,321.

The online booking system produced the highest proportion of bookings received and is becoming the most popular method of booking (110), followed by bank transfer (38), cheques (28), PayByLink (11), with standing orders bringing up the rear (5).

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FOR THE YEAR ENDED 30 SEPTEMBER 2022

The card reader used in the Book Room has been problematic since it was put in place requiring the Treasurer to be in situ to take payments manually, but Worldpay, the School's card payment provider, decommissioned the Muria keypad they were supplying prior to the School. Fortunately, they offered a deal to users of a SumUp reader for the small sum of £1+ VAT (£1.20) which the Treasurer took up without haste. The existing tablet bought for use with the Muria keypad, served the same purpose for the SumUp keypad and worked very efficiently throughout the week. Daily reports allow accurate tracking of payments and issues of connectivity or drops in performance were not experienced. There are plans to introduce a Point of Sale with a reader attached to the system, but until that is made possible, this small change will work well. Costs for using SumUp are vastly less than Worldpay and despite additional calculations being required to identify income and fees, very favourable to manual transactions.

The online banking facilities provided by the CAF Bank, Ltd. continued to reduce the need for writing cheques and made payment of invoices much easier, and during the year, monthly account fees dropped back to £5 per account, interest rates rose and interest was introduced to the Current and Friends accounts. This was an unexpected bonus and very welcome.

The School's social networking continued with the bi-monthly electronic newsletter, regular updates on Facebook and Twitter and ongoing review of content on the website. The advertising budget remained unchanged from last year but the commitment to conventional advertising with Writing Magazine continued, maintaining the School's long-standing relationship with Warner Group Publications who provide a competition prize place and administrate all three annual competitions.

The close association with the Christian Conference Trust through their management and provision of the facilities at the Hayes at Swanwick saw the 74th Writers' Summer School held there. The Hayes management continued to provide efficient and reciprocal support for the committee and the School in general, although there were some issues with food, miscommunication with staff and a flood that occurred in the Main House. Despite this and the continuing improvements taking place at the venue, the strong relationship with staff and management and the School's officers and committee continued, for the increased benefit of the delegates.

THE WRITERS' SUMMER SCHOOL
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022

FINANCIAL REVIEW

Reserves policy

The School faces a number of financial risks and liabilities:

- i. The Hayes requires a substantial deposit a year in advance of each School (since 2016) which is 10% of the expected overall cost (now 20% since 2022, paid in two instalments).
- ii. The number of members varies each year and Trustees are reminded that the lowest number achieved in the last ten years resulted in the loss of £20,000.
- iii. Some expenditure, e.g. advertising, honoraria, advance fees for the Hayes (the School commits at least two years in advance), are incurred before any payment is received for places, requiring a minimum reserve of £10,000.
- iv. There are a number of opportunities within the School that, if pursued, would require further funds to be held in the order of £10,000. These will not be considered until sufficient reserves have been established.

A combination of all these events arising would require a reserve in excess of £45,000 and although the School acknowledges that this level of reserve is unlikely to be required, it accepts that the sharp rise in costs currently being felt the world over, may prompt the need to meet that figure sooner. Its aim, therefore, is to maintain a minimum reserve of £40,000 in undesignated funds (i.e. not dedicated to specific purposes) and review requirements and possibilities year on year.

Contractual changes that CCT has put in place have meant that the School must commit to paying a higher deposit earlier than normal, plus an additional, ever increasing fee for securing dates in subsequent years. Negotiations with CCT regarding this have resulted in an agreement to make the 20% deposit payment in two, 10% instalments and to maintain the current protocol of securing the contract one year in advance instead of 18-24 months, as CCT would prefer. Continued negotiations are advised.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity operated under the rules of its CIO Association adopted on 1 August 2016.

Recruitment and appointment of new trustees

The method of appointing trustees is set out in the School's constitution. Members of the Writers' Summer School Committee are elected each year and act as the School's trustees. The Committee is responsible for making decisions on all matters of general concern and importance to the School and for deciding on the allocation of the School's resources.

Organisational structure

This year, the Committee met seven times: three times during the School week (at the beginning, middle and end); one meeting in October of 2021, another in December of 2021, one in May of 2022 and another in July of 2022. Those not taking place at the School were via Zoom as travel was still restricted and problematic throughout the year due to covid so face to face meetings were impracticable. Another meeting took place in June at the Hayes but involved only the Chair and a member of the committee and was principally to discuss some of the final details of the School. This used to be combined with the Spring meeting but since lockdown, it was felt that a small delegation was sufficient.

Key management remuneration

With the exception of the honoraria paid to the Treasurer and Secretary (set out in the constitution), no committee member received remuneration. Committee members were reimbursed for their expenses, where claimed. Officers were reimbursed 100% of the cost of their accommodation at the School and ordinary committee members were reimbursed 50% of that cost, reflecting the out of pocket costs of running the School week.

THE WRITERS' SUMMER SCHOOL
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1168531

Principal address

103 Jean Armour Drive
Mauchline
Ayrshire
KA5 6DP

Trustees

Miss L E Deschner Treasurer
Mrs C A Grimmer (resigned 18.8.2022)
Mr G Hornsby Chair (appointed 18.8.2022)
Mr L Mitchell (appointed 23.10.2022)
Ms V E Penny Trustee (appointed 18.8.2022)
Ms S Ridgway (appointed 18.8.2022)
Ms S Payne Secretary (appointed 18.8.2022)
Mr A Roberts Trustee
Ms M Hennings-Hunt Trustee
Ms I Jendrzewski Trustee (resigned 18.8.2022)
Ms M Dorman Trustee (resigned 18.8.2022)
Ms L Martin Trustee (resigned 18.8.2022)

Independent Examiner

Brookes Stephens
New Media House
Davidson Road
Lichfield
Staffordshire
WS14 9DZ

The Writers' Summer School has no permanent premises. Details of the School's registered address are held on the Charity Commission website. The School is held at The Hayes Conference Centre, Hayes Lane, Swanwick, Alfreton, Derbyshire, DE55 1AU.

Approved by order of the board of trustees on 9 August 2023 and signed on its behalf by:



Mr G Hornsby - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE WRITERS' SUMMER SCHOOL**

Independent examiner's report to the trustees of The Writers' Summer School

I report to the charity trustees on my examination of the accounts of The Writers' Summer School (the Trust) for the year ended 30 September 2022.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Leon Stephens FCA

Brookes Stephens
New Media House
Davidson Road
Lichfield
Staffordshire
WS14 9DZ

9 August 2023

THE WRITERS' SUMMER SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2022

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
Income and endowments from					
Donations and legacies		5,960	5,310	11,270	12,797
Other trading activities	2	134,243	-	134,243	173,349
Investment income	3	168	4	172	12
Total		<u>140,371</u>	<u>5,314</u>	<u>145,685</u>	<u>186,158</u>
Expenditure on					
Raising funds		2,203	-	2,203	2,612
Other		138,827	90	138,917	175,470
Total		<u>141,030</u>	<u>90</u>	<u>141,120</u>	<u>178,082</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	9	(659) 4,692	5,224 (4,692)	4,565 -	8,076 -
Net movement in funds		4,033	532	4,565	8,076
Reconciliation of funds					
Total funds brought forward		44,330	7,770	52,100	44,024
Total funds carried forward		<u>48,363</u>	<u>8,302</u>	<u>56,665</u>	<u>52,100</u>

The notes form part of these financial statements

THE WRITERS' SUMMER SCHOOL

BALANCE SHEET
30 SEPTEMBER 2022

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
Fixed assets					
Tangible assets	6	28	-	28	38
Current assets					
Debtors	7	14,315	-	14,315	16,762
Cash at bank		39,782	8,832	48,614	126,196
		54,097	8,832	62,929	142,958
Creditors					
Amounts falling due within one year	8	(5,762)	(530)	(6,292)	(90,896)
Net current assets		48,335	8,302	56,637	52,062
Total assets less current liabilities		48,363	8,302	56,665	52,100
NET ASSETS		48,363	8,302	56,665	52,100
Funds	9				
Unrestricted funds				48,363	44,330
Restricted funds				8,302	7,770
Total funds				56,665	52,100

The financial statements were approved by the Board of Trustees and authorised for issue on 9 August 2023 and were signed on its behalf by:

Lesley E Deschner

Miss L E Deschner - Trustee

The notes form part of these financial statements

THE WRITERS' SUMMER SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 25% on reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2022

2. OTHER TRADING ACTIVITIES

	2022	2021
	£	£
Bookroom sales	2,535	3,095
Accommodation	131,708	170,254
	<u>134,243</u>	<u>173,349</u>

3. INVESTMENT INCOME

	2022	2021
	£	£
Deposit account interest	172	12
	<u>172</u>	<u>12</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

The following honoraria have been paid to trustees of the school as allowed by section 13 of the Constitution:

L Deschner (Treasurer) £3,500 (2021 £3,500)

I Jendrzejewski (Secretary) £3,500 (2021 £3,500)

Trustees' expenses

Expenses totalling £1,880 (2021 £1,240) were paid to trustees during the year. Of the total amount paid, £929 (2021 £261) related to reimbursed costs and £951 (2021 £979) related to fees and book room sales paid to trustees. In total, 6 trustees were reimbursed expenses in the period.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
Income and endowments from			
Donations and legacies	5,899	6,898	12,797
Other trading activities	173,349	-	173,349
Investment income	12	-	12
Total	<u>179,260</u>	<u>6,898</u>	<u>186,158</u>
Expenditure on			
Raising funds	2,612	-	2,612
Other	175,470	-	175,470
Total	<u>178,082</u>	<u>-</u>	<u>178,082</u>
NET INCOME	1,178	6,898	8,076
Transfers between funds	5,339	(5,339)	-

THE WRITERS' SUMMER SCHOOL

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2022

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted fund £	Total funds £
Net movement in funds	6,517	1,559	8,076
Reconciliation of funds			
Total funds brought forward	37,813	6,211	44,024
Total funds carried forward	<u>44,330</u>	<u>7,770</u>	<u>52,100</u>

6. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 October 2021 and 30 September 2022	90
DEPRECIATION	
At 1 October 2021	52
Charge for year	10
At 30 September 2022	62
NET BOOK VALUE	
At 30 September 2022	28
At 30 September 2021	38

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Prepayments and accrued income	<u>14,315</u>	<u>16,762</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2022

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Other creditors	6,292	90,896

9. MOVEMENT IN FUNDS

	At 1.10.21 £	Net movement in funds £	Transfers between funds £	At 30.9.22 £
Unrestricted funds				
General fund	44,330	(659)	4,692	48,363
Restricted funds				
Restricted	7,770	5,224	(4,692)	8,302
TOTAL FUNDS	<u>52,100</u>	<u>4,565</u>	<u>-</u>	<u>56,665</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	140,371	(141,030)	(659)
Restricted funds			
Restricted	5,314	(90)	5,224
TOTAL FUNDS	<u>145,685</u>	<u>(141,120)</u>	<u>4,565</u>

Comparatives for movement in funds

	At 1.10.20 £	Net movement in funds £	Transfers between funds £	At 30.9.21 £
Unrestricted funds				
General fund	37,813	1,178	5,339	44,330
Restricted funds				
Restricted	6,211	6,898	(5,339)	7,770
TOTAL FUNDS	<u>44,024</u>	<u>8,076</u>	<u>-</u>	<u>52,100</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2022

9. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	179,260	(178,082)	1,178
Restricted funds			
Restricted	6,898	-	6,898
TOTAL FUNDS	<u>186,158</u>	<u>(178,082)</u>	<u>8,076</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.10.20 £	Net movement in funds £	Transfers between funds £	At 30.9.22 £
Unrestricted funds				
General fund	37,813	519	10,031	48,363
Restricted funds				
Restricted	6,211	12,122	(10,031)	8,302
TOTAL FUNDS	<u>44,024</u>	<u>12,641</u>	<u>-</u>	<u>56,665</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	319,631	(319,112)	519
Restricted funds			
Restricted	12,212	(90)	12,122
TOTAL FUNDS	<u>331,843</u>	<u>(319,202)</u>	<u>12,641</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2022

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 September 2022.

THE WRITERS' SUMMER SCHOOL

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2022

	2022 £	2021 £
Income and endowments		
Donations and legacies		
Donations	6,169	10,413
Misc	5,101	2,384
	<u>11,270</u>	<u>12,797</u>
Other trading activities		
Bookroom sales	2,535	3,095
Accommodation	131,708	170,254
	<u>134,243</u>	<u>173,349</u>
Investment income		
Deposit account interest	172	12
	<u>145,685</u>	<u>186,158</u>
Total incoming resources		
Expenditure		
Other trading activities		
Bookroom sales	2,203	2,612
Other		
Refunds	7,036	53,217
Support costs		
Management		
Postage and stationery	518	335
Advertising	2,379	2,385
Sundries	973	647
Travelling	560	395
Gifts/Fees	12,663	8,178
Rent	97,409	96,451
Topwrite expenses	3,710	4,230
Prizes	2,734	30
Assisted Places	983	1,110
Computer equipment	9	13
	<u>121,938</u>	<u>113,774</u>
Finance		
Bank charges	2,343	1,064

This page does not form part of the statutory financial statements

THE WRITERS' SUMMER SCHOOL

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2022

	2022 £	2021 £
Finance		
Governance costs		
Wages	7,000	7,000
Accountancy and legal fees	600	415
	<u>7,600</u>	<u>7,415</u>
Total resources expended	<u>141,120</u>	<u>178,082</u>
Net income	<u>4,565</u>	<u>8,076</u>

This page does not form part of the statutory financial statements