

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2024  
FOR  
THE WRITERS' SUMMER SCHOOL**

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

THE WRITERS' SUMMER SCHOOL

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FOR THE YEAR ENDED 30 SEPTEMBER 2024

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**THE WRITERS' SUMMER SCHOOL**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

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The trustees present their report with the financial statements of the charity for the year ended 30 September 2024. 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 during one week in August. The programme aims to provide writers and potential writers with a diverse range of courses, speakers and other activities intended to motivate, 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.

## THE WRITERS' SUMMER SCHOOL

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2024

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#### ACHIEVEMENT AND PERFORMANCE

##### Charitable activities

##### Programme

This was the School's 75th Anniversary year and to celebrate the programme was expanded to offer an increased selection of topics and activities. Comprised of four Specialist courses, each with a duration of 4 hours tuition, twenty Short courses providing 2 hours tuition each and sixteen 1 hour workshops, this is one of our most ambitious school weeks to date. Specialist courses covered The Secrets of Storytelling, Poetry: Going the Extra Mile, Exploring the Genre of Crime Fiction and Writing Short Stories: From Concept to Completion. Included in the Short course offerings were, Write Your Novel the Snowflake Way, Writers and Conversations: Your Lines in their Hands, Writing YA Fiction, Talking Taboos (sex and swearing), A Twist in the Tale, Making Money Writers Fillers, Performance Poetry and How to Train Your Eyebrows, Road to Self-Publishing, Writing Children's Fiction, Improve Your Writing with Tabletop Roleplay Games, Using Film and TV Structure to Write Better Novels, Competitions From the Judge's Viewpoint, Rhythm and Rhyme in Poetry, Research in Fiction Writing, Essential Tips for Crime Writers, Writing for Roleplaying Games, Diamond Words - Writing as Celebration, Editing as Author, Editor and Competition Judge, The Art of Suggestion in Scriptwriting and Pitch to the Publisher. The one hour workshops comprised of, Writing Fact from Fiction, Unlocking the Secrets of the Psychological Thriller, Behind the Mic for the Anxious Public Speaker, Find Your Historical Fiction Voice, Anthologies and Creative Collaborations, Writing to Change the World, Persona Poetry, Powerful Public Speaking for Writers, Songspiration, The Write Mindset, AI and Writers - Should We Worry, Take a Walk on the Wild Side - "Developing Characterisation", More Poetry Fun, Show Don't Tell, Traditional Poetry Forms, and Page To Stage.

Unfortunately, for the third year running, one Guest Speaker who was also a Short Course tutor, was unable to attend. The course vacancy was filled by inviting a regular tutor who provided an alternative course. The Speaker vacancy was filled by one of the Specialist Course tutors who held a "Panel Interview" with 5 newly published authors who all had their book launches at the School during the week.

We were delighted to bring back one of our most popular activities "Page to Stage" that we had to drop last year due to time constraints in the reduced week. "Lift Up Your Pens" continued to be daily "Just Write" was held on the Tuesday, led by 2 published authors. "Lift Up Your Hearts," "Meditation by the Lake" and "Unwind Your Mind" remained for reflection and relaxation. These elements of the programme are provided by delegates themselves and supported by the Committee on behalf of the School, to provide well-being and motivation to delegates. We also had scheduled, private use of the Conference Centres Chapel this year for quiet contemplation or worship.

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. The "Speed Meet & Greet" - first introduced at the 2022 School - was held again by popular demand on the first night; along with "Write on Cue" to help kick-start creativity. Both were well attended. Other evening events included a Literary Quiz; a General Knowledge Quiz; the ever-popular Poetry and Prose open mics; and a Buskers' night (all well attended). As always, the Page to Stage performance saw a full house; a "Campfire Soirée" was held mid-week, the centre had implemented requests we made to light the area better and the results were much appreciated, they also provided a member of staff to supervise the use of the firepit. We also had toasted marshmallows. Everyone was fully able to join in and the atmosphere was jovial.



## THE WRITERS' SUMMER SCHOOL

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2024

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The Speakers this year included Adele Parks MBE, the author of 23 bestselling thrillers. Over five million copies of her English editions have been sold, and she's been translated into 31 different languages. Adele is a proud Ambassador for the National Literary Trust and The Reading Agency, two charities that Promote Literacy in the UK. She is also a judge for the Costa Book Awards and the British Book Awards. She was awarded an MBE for services to literature in the New Year's Honours List 2022. Interviewed by her husband they provided a light-hearted look at negotiating the tricky world of writing. Lesley Kara, a Sunday Times Top 10 and Amazon #1 bestselling author of psychological thrillers. Her novel *The Rumour* was the highest selling print crime fiction debut of 2019. It has been optioned for TV. Lesley provided the delegates with an insight into becoming a best-selling author. Lesley lives in Kent. Poet Luke Wright entertained the school with a performance that included readings of his poems as well as talking about his rise from a teenager looking for pop stardom and a disdain for poetry to becoming one of the best performing poets in the country and his life now as an active, professional poet.

The School attracted forty-three first-time attendees, which is slightly lower than the previous two years. The Early Bird period returned to 1st December 2023 till 31st December 2023 which incorporated Friends of Swanwick Priority Booking, generated 125 bookings, which was 20 more than the previous year even though it ran for a shorter period. On 1st February, when the price rose to the post-Early Bird level, booking slowed - 11 February and 10 in March- and continued in a similar fashion until the final details cut-off at end of July. Assisted Places, TopWrite candidates, prize and competition winners brought the total number of rooms occupied to 188. (see Financial review, page 5) Contract numbers were not at capacity. There were eleven cancellations including one TopWrite delegate who unfortunately could not take up her place due to personal circumstance.

There were eight Part-Time attendees and five Day-Visitors. Part-time bookings became available on the 1st of May 2024 and this year we were able to accommodate all that applied. 204 people in total were in attendance, including eight Committee Members, three Competition winners, the raffle winner from 2023, seven TopWrite recipients, four Assisted Places; three 4-Part course tutors, seventeen 2-Part courses (three guest tutors), three guest speakers, two guests from Writing magazine and 146 delegates.

As usual, a Welcome Reception for 'First Years' 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.

With 2024 being the School's 75th Anniversary it was agreed that we would celebrate the event. The Lord Lieutenant for Derbyshire, Mrs Elizabeth Fothergill CBE attended. She gave a heartfelt speech, cut the celebratory cake and raised a toast to the continuation of the school before sitting down to a special evening meal with all the delegates. We produced commemorative programmes and a booklet on "Our Past, Present and Future" which were provided to each delegate as a keepsake. The Main Conference Hall was decorated with stories and memories provided by delegates, TopWrite recipients, previous tutors and speakers all printed onto posters and displayed around the walls. A letter from the King congratulating us on our 75 year achievement took pride of place. The weeks celebrations were topped off with a Diamond themed disco.

#### **Mentorship**

Twenty-one tutors provided a total of ninety-seven one to one sessions (of which twenty were used) covering a wide range of genres and subject matter for delegates seeking specific advice and direction for their work. These included fiction (Women's/Historical/Serials/Short Stories/Plotting a Novel/LGBTQIA+), non-fiction, scriptwriting, story creation and structure, General Forensic Advice for Crime Writers, Healthy Living for Writers, Book Design and Grammar. This year we offered sessions with a London Based Publisher where authors could pitch their book ideas. This was a very popular offer, accounting for 50% of the booked sessions, with a number of delegates being offered publishing contracts.



**THE WRITERS' SUMMER SCHOOL**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

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**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.

As it was the School's Diamond Anniversary, we invested in updating our website to a more modern layout and a change to our branding. The website also includes a more improved, streamlined booking system making it easier to book a place, purchase gift vouchers and coach travel and provides access to a shop for merchandise.

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. The Newsletter Editor continued to transform the medium into a more up to date and interactive format, providing opportunities for subscribers to communicate and share. It is hoped that this will help to draw new subscribers to the newsletter and potential new delegates to the School. Updates between newsletters were posted on Facebook and Twitter and circulated by the membership. The School continued to maintain a Wikipedia page.

**TopWrite/Assisted Places**

Regular and one-off donations to the Friends of Swanwick fund provided subsidised places for eight creative writing students through its TopWrite Scheme. Slightly higher number of applications than the last couple of years. However, only seven recipients were booked in, one had a change to her circumstance which prevented her from taking the place up. The fee for TopWrite was raised to £150.

Through the School's Assisted Places Scheme, also funded by Friends of Swanwick, four full-time 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. This now regular donation is much appreciated by the Trustees.



**THE WRITERS' SUMMER SCHOOL**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

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**FINANCIAL REVIEW**

**Financial position**

The decision to drop one day from the usual 6-day week in 2023 was made in answer to the 15% hike in accommodation costs that the CCT had imposed on their rates. The School decided to put the number of days back to 6 for this Anniversary year as a one off. The increase by the CCT was slightly less at 10.64% and we set our ticket prices to accommodate the increased fee without raising our prices in line. Increasing the days meant that the Early Bird price would be £799, rising to £825 for normal bookings. This meant a very small increase per night of £2.16 for Early Bird tickets and £1.50 per night for normal price tickets. We were pleased that this didn't deter people from attending, they could see it was still good value for money, as the head count for the week was 1 person higher than in 2023.

When bookings were due to close, we still had a number of full-time places available. We therefore took advantage of our contract with the CCT which allows us to reduce our numbers by up to 10% by the 20th July 2024. We had 2 full-time, 4 part-time and 4 day visitors book after the closing date which increased our room requirement to 188 (12 less than our original booking). However, as the CCT were implementing a new booking system it allowed us to reduce the contract numbers to avoid unnecessary charges.

\*Note: Bookings close at the final details stage because the CCT restrict changes after that date to essential changes only, e.g. changes to the programme due to last-minute substitutions of tutors/speakers, so additional delegates can't usually be added unless their bookings have at least been received for confirmation. Details could be added pending bookings but the risk that someone could change their mind would mean the School is liable for the cost of the empty room.

Part-time attendance was again restricted to room availability, with tickets going on sale 1st May 2024, as did Day and Half Day attendance.

The sale of one to one sessions - a total of twenty sessions - brought in a surplus of £400; the raffle produced a further £992 in cash and the Book Shop generated a surplus of £240.57. At the end of the year, the final position at 30th September 2024 saw this year's School making a deficit of £1,908, due mainly to increased costs, additional monies spent to celebrate the 75th Anniversary and investment in rebranding and improving the website. Also, an increase to the annual honorarium for the Secretary and Treasurer was proposed by the Vice-Chair in March, seconded by the Chair and unanimously approved by the committee as recognition of the extra work they had undertaken to ensure the school remained a viable entity this year. The School ended the year with a total surplus remaining of £65,657. The second deposit for the 2024 School was paid along with the first deposit of £19,570 for 2025 and a holding deposit of £1,000 for 2026 to secure dates. All deposits are deducted from the final invoice.

The School attracts delegates from home and abroad, attending from as far afield as Japan and Israel. This year, there were eight overseas delegates, one of whom was a new delegate, one more than last year.

Funds raised through '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 again fewer. Despite difficulty in attracting applications for Assisted Places, four were received and all were successful. Better advertising and promotion of this scheme is advised going forward. Next year sees TopWrite celebrating its 20th Year and we plan to put emphasis on this in our advertising. 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 this year have been pretty much in line with 2023. At the end of the 2024 School financial year 30th September, the fund stood at £3,483.

The online booking system produced the highest proportion of bookings received and is the most popular method of booking (116), followed by bank transfer (48), standing orders (22), cheques (16), and PayByLink (2).



## THE WRITERS' SUMMER SCHOOL

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2024

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We had a few issues with the SumUp card reader due to poor WIFI in the room allocated as the Book Shop. We were able to resolve this by moving the till area. Despite the continuation of the cashless system at the centre cash was taken in the Book Shop and at book signings and for the Raffle and Hayes' staff Collection, but the card reader was also in play for some of these as well.

The online banking facilities provided by the CAF Bank, Ltd. continued to reduce the need for writing cheques and facilitates easier payment of invoices through bank transfers. Monthly account fees remained at £5 per account, interest rates dropped slightly. Another benefit for the School is that a change of Treasurer does not mean a change of bank. As long as there is proximity to an HSBC or RBS bank and a Post Office, the handover only requires a mandate and associated transfer documents, not a change of bank. The only issue with a completely online bank is that depositing cash or cheques must be done through a third party who may change their allegiance to CAF Bank at any time.

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 School's long-term association with Writing Magazine led to a new agreement with them in regard to our commitment to continue conventional advertising, 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 75th 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 minor issues with food, which were addressed to the Hayes. They kindly provided a special cake for our celebration. The strong relationship between staff and management and the School's officers and committee were maintained, for the increased benefit of the delegates.

#### **Reserves policy**

The School continues to face a number of financial risks and liabilities:

- i. The CCT requires a substantial deposit a year in advance of each School (since 2016) which increased from 10% to 20% in 2023, paid in two instalments. In 2024 this changed again to a first 20% deposit at time of booking and a second 20% payment in February.
- ii. The number of members varies each year, and Trustees are reminded that in order for the School to remain viable we need to be able to maintain a reserve of £30,000.
- 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.
- iv. If the School is to survive in the long-term, it will need to find other sources of income that can be tapped into all year round.

A combination of all these events arising, a reserve in excess of £45,000 would be the ideal and although the School acknowledges that this level of reserve is unlikely to be required, it accepts that the continued 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 mean 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. Extensive negotiations with CCT regarding this have been less than satisfactory with their requirement to pay the 20% deposit in one payment remaining. However, in actuality they have been more flexible than expected. Continued negotiations are planned.



**THE WRITERS' SUMMER SCHOOL**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

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**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 at the AGM held at the school 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 thirteen times: three times during the School week - pre-School meeting on 8th, the AGM on 15th, and the post-School meeting on 16th August. One in each of October (at which a new Treasurer was co-opted) November and December 2023, January, April, May, June and July 2024, all taking place by Zoom. Due to concerns regarding the viability of the School due to financial matters, a 2-day overnight stay in Derby was convened in March, this was attended by 2/3rds of the committee with one other zooming in and the eighth member being completely unavailable for either. The first day covered the 2025 & Beyond Planning. The second being an ordinary committee meeting. The Secretary and Treasurer met at the Hayes in February to hold negotiations around the unexpected changes to the contracts and again in May to discuss some of the final details of the School and clarify any issues.

**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.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1168531

**Principal address**

Old Farmhouse  
Station Road  
Ulceby  
North Lincolnshire  
DN39 6TT

**Trustees**

Mr G Hornsby Chair (resigned 15.8.2024)  
Ms V E Penny Trustee (resigned 15.8.2024)  
Ms S Ridgway (resigned 15.8.2024)  
Ms S Payne Secretary (resigned 30.11.2024)  
Mr A Roberts Trustee  
Dr L T Wall (resigned 15.8.2024)  
Mrs A Proom (resigned 15.8.2024)  
Mrs S P Warr Treasurer  
Mr K Hinchy Trustee (appointed 16.8.2024)  
Ms M P Latter (appointed 13.3.2025)  
Ms M Hughes Trustee (appointed 16.8.2024)  
Mr P Collins Trustee (appointed 16.8.2024)  
Ms S Moore Trustee (appointed 16.8.2024)  
Mr M Lake Trustee (appointed 16.8.2024)

THE WRITERS' SUMMER SCHOOL

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 30 SEPTEMBER 2024

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**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 22 July 2025 and signed on its behalf by:



Mr K Hinchy - Trustee



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

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**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 2024.

**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').

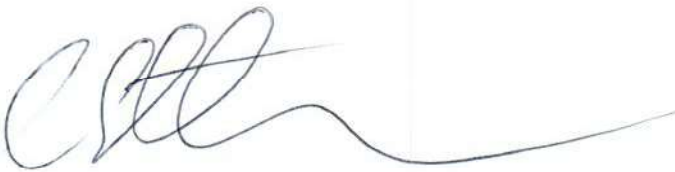
I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

**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

22 July 2025

THE WRITERS' SUMMER SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30 SEPTEMBER 2024

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
<b>Income and endowments from</b>					
Donations and legacies		5,166	3,326	8,492	11,410
Other trading activities	2	157,756	-	157,756	142,238
Investment income	3	2,276	14	2,290	1,073
<b>Total</b>		<u>165,198</u>	<u>3,340</u>	<u>168,538</u>	<u>154,721</u>
<b>Expenditure on</b>					
Raising funds		2,188	-	2,188	1,719
Other		<u>161,111</u>	<u>7,147</u>	<u>168,258</u>	<u>142,101</u>
<b>Total</b>		<u>163,299</u>	<u>7,147</u>	<u>170,446</u>	<u>143,820</u>
<b>NET INCOME/(EXPENDITURE)</b>		1,899	(3,807)	(1,908)	10,901
<b>Reconciliation of funds</b>					
Total funds brought forward		60,275	7,290	67,565	56,664
<b>Total funds carried forward</b>		<u><u>62,174</u></u>	<u><u>3,483</u></u>	<u><u>65,657</u></u>	<u><u>67,565</u></u>

The notes form part of these financial statements



THE WRITERS' SUMMER SCHOOL

BALANCE SHEET  
30 SEPTEMBER 2024

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
<b>Fixed assets</b>					
Tangible assets	6	161	-	161	21
<b>Current assets</b>					
Debtors	7	21,938	-	21,938	12,933
Cash at bank		41,775	3,483	45,258	57,242
		<u>63,713</u>	<u>3,483</u>	<u>67,196</u>	<u>70,175</u>
<b>Creditors</b>					
Amounts falling due within one year	8	(1,700)	-	(1,700)	(2,631)
		<u>62,013</u>	<u>3,483</u>	<u>65,496</u>	<u>67,544</u>
<b>Net current assets</b>					
		<u>62,174</u>	<u>3,483</u>	<u>65,657</u>	<u>67,565</u>
<b>Total assets less current liabilities</b>					
		<u>62,174</u>	<u>3,483</u>	<u>65,657</u>	<u>67,565</u>
<b>NET ASSETS</b>					
		<u>62,174</u>	<u>3,483</u>	<u>65,657</u>	<u>67,565</u>
<b>Funds</b>	9				
Unrestricted funds				62,174	60,275
Restricted funds				<u>3,483</u>	<u>7,290</u>
<b>Total funds</b>				<u>65,657</u>	<u>67,565</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 22 July 2025 and were signed on its behalf by:



Mrs S P Warr - Trustee

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2024

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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.

Fixtures and fittings	- 25% on reducing balance
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.



# THE WRITERS' SUMMER SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 SEPTEMBER 2024

### 2. OTHER TRADING ACTIVITIES

	2024	2023
	£	£
Bookroom sales	2,895	2,078
Accommodation	154,861	140,160
	<u>157,756</u>	<u>142,238</u>

### 3. INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	<u>2,290</u>	<u>1,073</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) (2023 £3,500)

S Warr (Treasurer) £4,375 (2023 £Nil)

S Payne (Secretary) £4,375 (2023 £3,500)

#### Trustees' expenses

Expenses totalling £3,956 (2023 £2,383) were paid to trustees during the year. Of the total amount paid, £2,962 (2023 £1,314) related to reimbursed costs and £994 (2023 £1,069) related to fees and book room sales paid to trustees. In total, 8 trustees were reimbursed expenses in the period.

### 5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
<b>Income and endowments from</b>			
Donations and legacies	6,807	4,603	11,410
Other trading activities	142,238	-	142,238
Investment income	1,055	18	1,073
<b>Total</b>	<u>150,100</u>	<u>4,621</u>	<u>154,721</u>
<b>Expenditure on</b>			
Raising funds	1,719	-	1,719
Other	136,468	5,633	142,101
<b>Total</b>	<u>138,187</u>	<u>5,633</u>	<u>143,820</u>

THE WRITERS' SUMMER SCHOOL

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 30 SEPTEMBER 2024

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted fund £	Total funds £
NET INCOME/(EXPENDITURE)	11,913	(1,012)	10,901
<b>Reconciliation of funds</b>			
Total funds brought forward	48,362	8,302	56,664
<b>Total funds carried forward</b>	<u>60,275</u>	<u>7,290</u>	<u>67,565</u>

6. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1 October 2023	-	90	90
Additions	193	-	193
At 30 September 2024	<u>193</u>	<u>90</u>	<u>283</u>
<b>DEPRECIATION</b>			
At 1 October 2023	-	69	69
Charge for year	48	5	53
At 30 September 2024	<u>48</u>	<u>74</u>	<u>122</u>
<b>NET BOOK VALUE</b>			
At 30 September 2024	<u>145</u>	<u>16</u>	<u>161</u>
At 30 September 2023	<u>-</u>	<u>21</u>	<u>21</u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade debtors	-	131
Prepayments and accrued income	21,938	12,802
	<u>21,938</u>	<u>12,933</u>



THE WRITERS' SUMMER SCHOOL

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 30 SEPTEMBER 2024

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade creditors	-	982
Other creditors	1,700	1,649
	<u>1,700</u>	<u>2,631</u>

9. MOVEMENT IN FUNDS

	At 1.10.23 £	Net movement in funds £	At 30.9.24 £
<b>Unrestricted funds</b>			
General fund	60,275	1,899	62,174
<b>Restricted funds</b>			
Restricted	7,290	(3,807)	3,483
<b>TOTAL FUNDS</b>	<u>67,565</u>	<u>(1,908)</u>	<u>65,657</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	165,198	(163,299)	1,899
<b>Restricted funds</b>			
Restricted	3,340	(7,147)	(3,807)
<b>TOTAL FUNDS</b>	<u>168,538</u>	<u>(170,446)</u>	<u>(1,908)</u>

THE WRITERS' SUMMER SCHOOL

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 30 SEPTEMBER 2024

9. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.10.22 £	Net movement in funds £	At 30.9.23 £
<b>Unrestricted funds</b>			
General fund	48,362	11,913	60,275
<b>Restricted funds</b>			
Restricted	8,302	(1,012)	7,290
<b>TOTAL FUNDS</b>	<u>56,664</u>	<u>10,901</u>	<u>67,565</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	150,100	(138,187)	11,913
<b>Restricted funds</b>			
Restricted	4,621	(5,633)	(1,012)
<b>TOTAL FUNDS</b>	<u>154,721</u>	<u>(143,820)</u>	<u>10,901</u>

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

	At 1.10.22 £	Net movement in funds £	At 30.9.24 £
<b>Unrestricted funds</b>			
General fund	48,362	13,812	62,174
<b>Restricted funds</b>			
Restricted	8,302	(4,819)	3,483
<b>TOTAL FUNDS</b>	<u>56,664</u>	<u>8,993</u>	<u>65,657</u>



THE WRITERS' SUMMER SCHOOL

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 30 SEPTEMBER 2024

9. MOVEMENT IN FUNDS - continued

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 £
<b>Unrestricted funds</b>			
General fund	315,298	(301,486)	13,812
<b>Restricted funds</b>			
Restricted	7,961	(12,780)	(4,819)
<b>TOTAL FUNDS</b>	<u>323,259</u>	<u>(314,266)</u>	<u>8,993</u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 September 2024.

11. INDEPENDENT EXAMINERS' REMUNERATION

Total amounts payable to the Independent Examiner for the examination of the accounts was £700 (2023 £650).

THE WRITERS' SUMMER SCHOOL

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30 SEPTEMBER 2024

	2024 £	2023 £
<b>Income and endowments</b>		
<b>Donations and legacies</b>		
Donations	4,207	5,243
Misc	4,285	6,167
	<u>8,492</u>	<u>11,410</u>
<b>Other trading activities</b>		
Bookroom sales	2,895	2,078
Accommodation	154,861	140,160
	<u>157,756</u>	<u>142,238</u>
<b>Investment income</b>		
Deposit account interest	2,290	1,073
	<u>2,290</u>	<u>1,073</u>
<b>Total incoming resources</b>	<u>168,538</u>	<u>154,721</u>
<b>Expenditure</b>		
<b>Other trading activities</b>		
Bookroom sales	2,188	1,719
<b>Other</b>		
Refunds	6,178	5,812
<b>Support costs</b>		
<b>Management</b>		
Postage and stationery	1,572	541
Advertising	3,426	5,037
Sundries	897	1,026
Travelling	587	569
Gifts/Fees	10,002	11,031
Rent	122,514	99,791
Topwrite expenses	4,725	2,750
Prizes	3,300	2,748
Assisted Places	2,362	2,823
Fixtures and fittings	48	-
Computer equipment	5	7
	<u>149,438</u>	<u>126,323</u>
<b>Finance</b>		
Bank charges	3,192	2,316

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 2024

	2024	2023
	£	£
<b>Finance</b>		
<b>Governance costs</b>		
Wages	8,750	7,000
Accountancy and legal fees	700	650
	<u>9,450</u>	<u>7,650</u>
Total resources expended	<u>170,446</u>	<u>143,820</u>
<b>Net (expenditure)/income</b>	<u>(1,908)</u>	<u>10,901</u>

This page does not form part of the statutory financial statements