

COMPANY REGISTRATION NUMBER: 00890301

CHARITY REGISTRATION NUMBER: 313688

**Support and Training in Prep, Primary and Senior  
Schools Limited**

**Company Limited by Guarantee**

**Unaudited financial statements**

**31 August 2023**

# **Support and Training in Prep, Primary and Senior Schools Limited**

**Company Limited by Guarantee**

**Financial statements**

**Year ended 31 August 2023**

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# Support and Training in Prep, Primary and Senior Schools Limited

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report)

#### Year ended 31 August 2023

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The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 August 2023.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published in October 2019.

#### Reference and administrative details

<b>Registered charity name</b>	Support and Training in Prep, Primary and Senior Schools Limited
<b>Charity registration number</b>	313688
<b>Company registration number</b>	00890301
<b>Principal office and registered office</b>	7 Lakeside Overstone Park Northampton NN6 0QS

#### The trustees

The trustees who served during the year and at the date of approval were as follows:

	D Kendall (Chairman) P Baker R Barnes B Marshall B Moir B Mono (Appointed 01/02/2024) I Morris (Appointed 01/02/2024) M Templeman (Appointed 01/02/2024) T Wheeler (Appointed 01/02/2024) G Whitaker (Appointed 01/02/2024) E Goudbourn (Resigned 28/11/2023) P Mason (Resigned 28/11/2023) M Middleton (Resigned 28/11/2023)
<b>President</b>	R Tovey MBE
<b>Vice presidents</b>	T Mulryne
<b>Company secretary</b>	P Jackson
<b>Independent examiner</b>	L Thurston FCCA Lovewell Blake LLP Chartered accountants First Floor Suite 2 Hillside Business Park Bury St Edmunds IP32 7EA

# **Support and Training in Prep, Primary and Senior Schools Limited**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

**Year ended 31 August 2023**

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#### **Objectives and activities**

The Trustees have considered the Charity Commissions guidance on public benefit when setting the objectives for the year.

The principal activities of the company are to improve standards of teaching by sharing best practice and training of staff (including the holding of training seminars for staff) working in independent preparatory and other schools, publication of subject broadsheets each term, maintenance of the Society's website and the organising of the General Knowledge Challenge, Handwriting, Poetry, and other events involving the pupils. Fees paid are minimal and are only to cover costs of such training.

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2011.

#### **Mission statement**

SATIPS is dedicated to providing information on best practice directly to its members, delivering the best personal development courses and commissioning research to provide detailed information on how teaching can become even better.

#### **Achievements and performance**

For the year ended 31 August 2023 the Charity remained busy in its core activities which were well received. There were a significant number of training courses that were presented in the form of Webinars. These proved to be popular and attracted a large number of delegates from member schools.

It is anticipated that there will be a further increase in the number of training courses staged in future years. Broadsheet distribution is both electronic and in magazine form, in response to demand from members.

#### **Financial review**

Income from all sources amounted to £101,091 (2022: £107,481) for the year. Expenditure amounted to £87,074 (2022: £80,809) giving rise to a net surplus for the year of £14,017 (2022: Surplus £26,672). Total funds carried forward for the year amounted to £89,473 (2022: £75,456), this was primarily as a result of an increase in conference and courses income which form significant elements of the Charity's activities. The principal funding sources are members' subscriptions, conference and course income and challenge/competition income.

#### **Reserves policy and going concern**

It is the Trustees' aim to maintain reserves at a reasonable level to ensure the long-term financial security of the organisation, which is believed to be in the region of three months expenditure. Based on the performance of the year this would equate to £21,769 (2022: £20,202). The reserves at the year end of £89,473 (2022: £75,456) are in excess of this.

The Board of Trustees have considered the health of the balance sheet and the budget for the forthcoming period in reaching the conclusion that it is appropriate to prepare the accounts on the going concern basis.

#### **Plans for the future**

The Charity's aims for the future are to increase membership and to improve the resources available to members as well as improving the access and availability of resources to members.

# **Support and Training in Prep, Primary and Senior Schools Limited**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 August 2023**

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#### **Structure, governance and management**

##### **Governing document**

The Charity is controlled by its governing document, a deed of trust, its Memorandum and Articles of Association, and constitutes a limited company, limited by guarantee and as such has no share capital, as defined by the Companies Act 2006. The company was incorporated on 24 October 1966 under the company registration number 00890301

##### **Council of members**

The governing body of the company is the Council of Members, who are also its directors and Charity Trustees. Appointment and removal of directors is governed by the Articles of Association and the Companies Act 2006.

The charity is managed by the following officers:

General Secretary  
Director of Finance  
Director of Education  
Director of Communications

The full Council meet formally 3 times per year and have informal discussions throughout the year.

##### **Recruitment and appointment of Trustees**

New Trustees are appointed from a recruitment and selection process to enhance the skills and experience of the board as a whole. Once appointed, Trustees are provided with all the information required to assist them in performing their role as Trustees covering all aspects of the organisation.

##### **Trustee induction and training**

Potential Trustees are interviewed by the Chairman and then invited to attend a board meeting to assess whether the individual is the correct 'fit' for the charity. Following their invitation to join the board, Trustees have meetings with the directors to induct and train them into the business activities of the Charity.

##### **Risk management**

The Trustees have considered the major risks to which the Charity is exposed, have reviewed them, and consider that suitable systems are in place to mitigate those risks. Risks that are being faced by the Charity are those such as the writers of the Broadsheets (training documentation) being volunteers therefore would cost the Charity more money if they were to resign. The Charity would face the general risk of course material being delivered to be kept up to date and therefore relevant to the public.

##### **Independent examiner reappointment**

A resolution to appoint L Thurston ACCA of Lovewell Blake LLP as independent examiner will be proposed at the next Annual General Meeting.

##### **Small company provisions**

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

# Support and Training in Prep, Primary and Senior Schools Limited

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 August 2023

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The trustees' annual report was approved on 27 April 2024 and signed on behalf of the board of trustees by:

D Kendall (Chairman)  
Trustee



# **Support and Training in Prep, Primary and Senior Schools Limited**

## **Company Limited by Guarantee**

### **Independent examiner's report to the trustees of Support and Training in Prep, Primary and Senior Schools Limited**

**Year ended 31 August 2023**

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I report to the charity trustees on my examination of the financial statements of the company for the year ended 31 August 2023 which comprise the statement of financial activities (including income and expenditure account), balance sheet and the related notes.

#### **Responsibilities and basis of report**

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

#### **Independent examiner's statement**

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

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

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

*L Thurston* 9/5/24

L Thurston FCCA  
Independent Examiner

Lovewell Blake LLP  
Chartered accountants  
First Floor Suite  
2 Hillside Business Park  
Bury St Edmunds  
IP32 7EA

# Support and Training in Prep, Primary and Senior Schools Limited

Company Limited by Guarantee

## Statement of financial activities (including income and expenditure account)

Year ended 31 August 2023

		2023		2022
		Unrestricted	Total funds	Total funds
	Note	funds	£	£
<b>Income and endowments</b>				
Charitable activities	5	99,969	99,969	107,423
Investment income	6	1,122	1,122	58
<b>Total income</b>		<u>101,091</u>	<u>101,091</u>	<u>107,481</u>
<b>Expenditure</b>				
Charitable activities	7	<u>87,074</u>	<u>87,074</u>	<u>80,809</u>
<b>Total expenditure</b>		<u>87,074</u>	<u>87,074</u>	<u>80,809</u>
<b>Net income and net movement in funds</b>		<u>14,017</u>	<u>14,017</u>	<u>26,672</u>
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>75,456</u>	<u>75,456</u>	<u>48,784</u>
<b>Total funds carried forward</b>		<u>89,473</u>	<u>89,473</u>	<u>75,456</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 8 to 11 form part of these financial statements.



# Support and Training in Prep, Primary and Senior Schools Limited

## Company Limited by Guarantee

### Balance sheet

31 August 2023

	Note	2023 £	£	2022 £	£
<b>Current assets</b>					
Cash at bank and in hand		90,607		76,808	
<b>Creditors: Amounts falling due within one year</b>	10	(1,134)		(1,352)	
<b>Net current assets</b>			89,473		75,456
<b>Total assets less current liabilities</b>			89,473		75,456
<b>Net assets</b>			89,473		75,456
<b>Funds of the charity</b>					
Unrestricted funds			89,473		75,456
<b>Total charity funds</b>	12		89,473		75,456

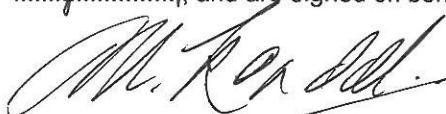
For the year ending 31 August 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

#### Directors' responsibilities:

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

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

These financial statements were approved by the board of trustees and authorised for issue on 27 April 2024, and are signed on behalf of the board by:



D Kendall (Chairman)  
Trustee

Company registration number: 00890301

The notes on pages 8 to 11 form part of these financial statements.

# **Support and Training in Prep, Primary and Senior Schools Limited**

## **Company Limited by Guarantee**

### **Notes to the financial statements**

**Year ended 31 August 2023**

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#### **1. General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 7 Lakeside, Overstone Park, Northampton, NN6 0QS.

#### **2. Statement of compliance**

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

#### **3. Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **Going concern**

The accounts have been prepared on the going concern basis and the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected income and expenditure for the next 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

##### **Income tax**

As a registered charitable company, the activities are exempt from United Kingdom Income and Corporation taxation, provided that the income is applied to charitable purposes.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds where applicable, are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds where applicable, are subjected to restrictions on their expenditure declared by the donor.

# **Support and Training in Prep, Primary and Senior Schools Limited**

## **Company Limited by Guarantee**

### **Notes to the financial statements** *(continued)*

#### **Year ended 31 August 2023**

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#### **3. Accounting policies** *(continued)*

##### **Income**

All income is included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. Income received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when the recognition criteria is met.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

##### **Expenditure**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of resources.

##### **Financial instruments**

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

#### **4. Limited by guarantee**

The charity is a company limited by guarantee. None of the Trustees have a beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

# Support and Training in Prep, Primary and Senior Schools Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 August 2023

#### 5. Charitable activities

	Unrestricted Funds	Total Funds 2023	Unrestricted Funds	Total Funds 2022
	£	£	£	£
Members' subscriptions	66,204	66,204	67,838	67,838
Conference and courses income	16,009	16,009	20,440	20,440
Challenge and competition income	17,756	17,756	19,145	19,145
	<u>99,969</u>	<u>99,969</u>	<u>107,423</u>	<u>107,423</u>

#### 6. Investment income

	Unrestricted Funds	Total Funds 2023	Unrestricted Funds	Total Funds 2022
	£	£	£	£
Bank interest	<u>1,122</u>	<u>1,122</u>	<u>58</u>	<u>58</u>

#### 7. Expenditure on charitable activities

	Unrestricted Funds	Total Funds 2023	Unrestricted Funds	Total Funds 2022
	£	£	£	£
Publications	43,133	43,133	39,709	39,709
Conferences and courses	9,580	9,580	10,195	10,195
Challenge and competition expenses	4,594	4,594	2,133	2,133
Council and education expenses	288	288	160	160
Employers' and public liability insurance	342	342	333	333
Telephone and postage	319	319	272	272
Independent examination fees	1,194	1,194	930	930
Website and email costs	579	579	564	564
Course director	1,650	1,650	1,400	1,400
Honoraria	18,538	18,538	18,044	18,044
Administration costs	<u>6,857</u>	<u>6,857</u>	<u>7,069</u>	<u>7,069</u>
	<u>87,074</u>	<u>87,074</u>	<u>80,809</u>	<u>80,809</u>

#### 8. Staff costs

The average head count of employees during the year was Nil (2022: Nil).

No employee received employee benefits of more than £60,000 during the year (2022: £Nil).

#### 9. Trustee remuneration and expenses

B Marshall received remuneration from the charity for administration services totalling £1,650 (2022: £1,400). This is outside the scope of B Marshall's position as Trustee.

Two (2022: Two) of the Trustees received reimbursed expenses in the year totalling £172 (2022: £43) in respect of travel, subsistence and course fees.

# Support and Training in Prep, Primary and Senior Schools Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 August 2023

#### 10. Creditors: Amounts falling due within one year

	2023	2022
	£	£
Accruals and deferred income	<u>1,134</u>	<u>1,352</u>

#### 11. Deferred income

Deferred income relates to conditional charitable activities income received in advance. Deferred income of £362 was brought forward and released in the year, with £nil being deferred and carried forward into the year ended 31 August 2024.

#### 12. Analysis of charitable funds

	Balance at 1 September 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 August 2023
<b>Unrestricted funds</b>					
General funds	<u>75,456</u>	<u>101,091</u>	<u>(87,074)</u>	<u>—</u>	<u>89,473</u>

	Balance at 1 September 2021 £	Income £	Expenditure £	Transfers £	Balance at 31 August 2022
<b>Unrestricted funds</b>					
General funds	<u>48,784</u>	<u>107,481</u>	<u>(80,809)</u>	<u>—</u>	<u>75,456</u>

#### 13. Analysis of net assets between funds

As at 31 August 2023

	Unrestricted Funds £	Total Funds 2023 £
Current assets	89,473	89,473
<b>Net assets</b>	<u>89,473</u>	<u>89,473</u>

As at 31 August 2022

	Unrestricted Funds £	Total Funds 2022 £
Current assets	75,456	75,456
<b>Net assets</b>	<u>75,456</u>	<u>75,456</u>

#### 14. Related parties

There were no related party transactions, other than those disclosed elsewhere in these accounts, during either this or the previous year.