



The Percival Guildhouse

Rugby's Independent Centre for Adult Education & the Arts

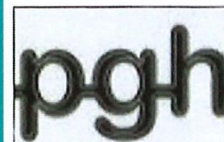
Annual Report 2021 - 2022

St. Matthew's Street, Rugby, CV21 3BY. Tel: 01788 542467

Email: contact@percival-guildhouse.co.uk

www.percival-guildhouse.co.uk

Registered Charity No. 528782



Annual Report 2021/22

1. Introduction
2. Objectives and Policies
3. Report of the Executive Committee
 - 3.1 Quality Learning
 - 3.2 Local Community Links
 - 3.3 Review of Financial Year 2021/22
 - 3.4 People

Appendices

Statement of Accounts

Course Statistics



2021/2022 Annual Report – Percival Guildhouse

1. Introduction

Welcome to this review of the academic year August 2021- July 2022

This year we continued to be affected by the consequences of the Covid 19 pandemic. We were delighted to be able to reopen the Guildhouse to students but our student numbers and total enrolments are still well below those we had in pre-pandemic years. Our finances and forecasts were worrying at the start of the year, but we did subsequently benefit from improved enrolments in the Spring and Summer.

However, as noted in the review of the financial year at 3.3 below, we would still have suffered a substantial deficit had it not been for the receipt of grants and donations and a successful “business interruption” insurance claim.

We strive every year to enrich the education experience to our existing, loyal students and also to reach new people. To this end, we are actively exploring connections and collaborations with organisations and outlets locally to put the Percival Guildhouse front and centre of adult education locally.

We are extremely grateful to all our wide body of supporters, including, our staff, students, tutors, volunteers, and benefactors who enable us to continue to add to the cultural life of the Rugby area, benefitting the lives of everyone who gets involved. The challenge before us remains great as we adapt to changing times, but we hope to be continuing to offer our unique services for many years to come.

With our future, as well as our past in mind, we are forming a dedicated subgroup to start planning for our Centenary in 2025. We hope the build-up to that proud moment will involve as many students and volunteers as possible exploiting their myriad talents to deliver a celebration to remember.

2. Objectives and Policies

The Charity’s objective is the advancement of the education of adults in the Rugby area. This objective is achieved principally by the provision of:

- A centre of activity known as The Percival Guildhouse
- Adult education courses in a wide range of non-vocational subjects in our own and other premises.

Our policy is to comply with all relevant legislation and regulations and to provide a welcoming and inclusive environment for all. At the start of this year, we continued to meet Government social distancing restrictions and made adaptations to keep everyone safe, mainly offering courses on site, with a few continuing to run virtually. It will be interesting to see how this develops in future.

3. Report of the Executive Committee

The Executive Committee (EC) is comprised of those Trustees elected at the AGM plus any others co-opted throughout the year and with the Centre Manager as an ex-officio member. The EC is primarily responsible for the good governance of the Charity, its strategic direction, its financial sustainability, the maintenance of the building and the safety of all its users.

The EC and sub-groups met throughout the year continuing to manage the financial situation, support the Centre Manager and progress plans to keep PGH as a dynamic going concern.

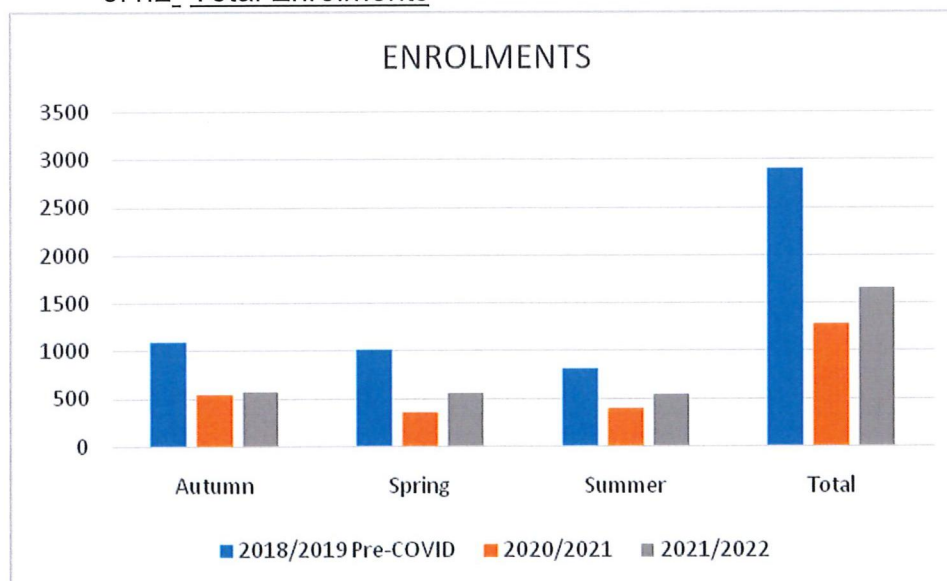
3.1. Quality Learning

3.1.1 Introduction

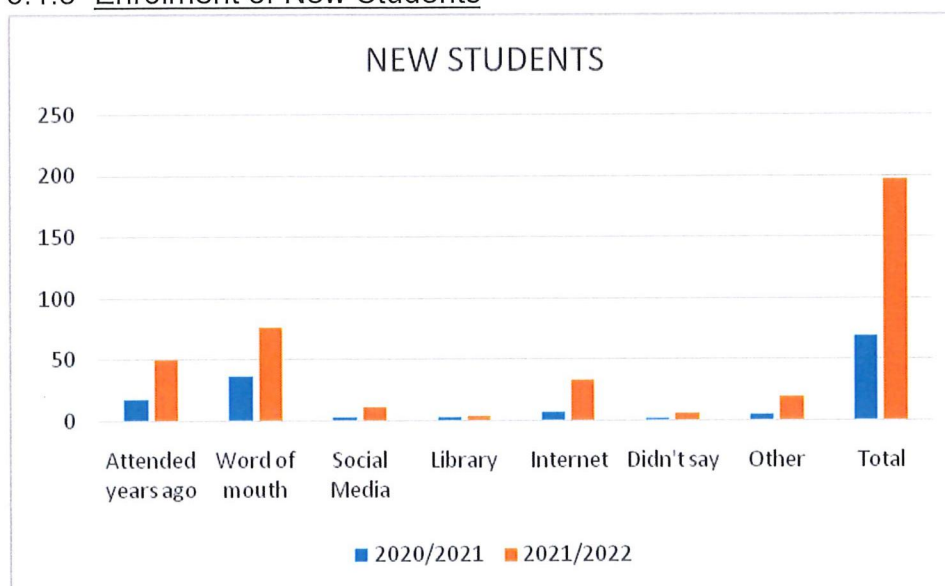
This year has been another extraordinary one for the Guildhouse with the impact of COVID 19 pandemic. Our enrolments are still only 50% of our pre-COVID 19 numbers. We have tried to encourage confidence in our students by maintaining a strict cleaning regime, good ventilation, use of sanitising hand gel and air purifiers in the classrooms.

During this academic year we still had a mix of face-to-face classes and Zoom-only classes, but it has been encouraging to hear that our students want to return in person.

3.1.2 Total Enrolments



3.1.3 Enrolment of New Students



New students are defined as those who had not enrolled on any course during the previous three years. Full details of the classes and their enrolments are included at the end of this report.

3.1.3 Fee Remission

In furtherance of our charitable objectives fee remission was again available to students who are in receipt of certain means-tested benefits. During 2021/2022 the discount was set at 75% of the full fee. As a result, the cost was £2,810 (42 remissions) which was covered by the grant of £3,000 from the Westham House Fund. We are extremely grateful to the Fund for its continued support.

3.2. Local Community Links

3.2.1 Clubs and Groups

This year the Bridge Club, the Knitting Group and the Gardeners Guild continued to meet in the Guildhouse.

3.2.2 Warwickshire Open Studios

This year, for the first time, the Percival Guildhouse participated in Warwickshire Open Studios, the annual event which promotes the work of professional and amateur visual artists and designer makers from throughout Warwickshire and Coventry. It attracted some visitors, albeit not as many as we would have liked,

and raised the profile of our art classes with the wider artistic community. It has resulted in good contacts with the burgeoning art scene in and around Rugby. We intend to build on this in 2023. Following this event, we held a virtual Art Exhibition promoted on Instagram, Twitter and Facebook featuring around 60 exhibits. This was highly effective and we received very positive feedback

3.2.3 Jubilee Tea Party

In June, we made the most of a grant from Warwickshire County Council to organise a Jubilee Tea Party, throwing open our doors to more than a hundred of our students and supporters. The joy with which people greeted one another after the extended disruption of the pandemic was wonderful to behold. And rarely has such a great assortment of tea pots, of all shapes and sizes, been put to such good use. We have resolved to repeat the experience.

3.2.4 Rugby Borough Council

Both our students and the people of Rugby are extremely fortunate that in exchange for allowing public access, the Borough Council maintains the Guildhouse gardens as a pleasant, green oasis in this built-up corner of the town. The Strategic group focussing on growing student numbers has had several meetings with stakeholders at Rugby Borough Council, Rugby First and representatives at the Rugby Art Gallery and Museum. Councillor Sue Roodhouse is the Council's representative.

3.3. Review of the Financial Year 2021/2022

A statement of Financial Activities is appended to this report.

The principal continuing sources of income are class fees and room rentals. Income from these sources for the year was £136,331 compared with £94,264 for the previous year. This increase followed the Guildhouse being fully open again after the closures during the pandemic, although these income levels have unfortunately still not recovered to those of earlier years. On the expense side, tutor fees and class expenses increased from £63,326 to £82,268.

The overall financial result for the Guildhouse would still have resulted in a deficit for the year had it not been for the success of a further claim under our business interruption insurance policy contributing £33,088, together with the efforts in securing grants and also donations, as noted below.

3.3.1 Grants

We received total grants of £32,500 which included £2,000 from the Sir Edward Boughton Long Lawford Charity and £3,000 from the Westham House Fund, which enabled us to offer fee remission and to assist with other ongoing

expenses. All grants received are set out in note 3 of the Statement of Financial Activities.

3.3.2 Donations & Fundraising

Generous donations from a number of individuals and the proceeds of fundraising activities have been used to help with the cost of operating and maintaining the Guildhouse. For a self-financing organisation this makes a tremendous difference, especially so over recent years.

A summary of these can be found in notes 2 & 6 attached to the Statement of Financial Activities.

The Percival Guildhouse raises funds from donations and, in normal circumstances, from fundraising events, such as the Christmas Fair. The Guildhouse is registered with the Fundraising Regulator and does not outsource fundraising to external organisations. The charity has no other fundraising requiring disclosure under S162A of the Charities Act 2011.

3.3.3 Investments

We have cash of £34,411 invested in a savings account, albeit paying a low interest rate. The Trustees kept the investment policy under review throughout the year.

3.4 People

3.4.1 Staff

Our small team of part-time staff continues to be committed, flexible and hardworking. They make the Guildhouse a friendly and pleasant environment for students and tutors alike. We are very grateful to all our staff for their much-valued contribution to the Guildhouse.

3.4.2 Catering Department

In December 2021 our Catering Manager left to take up a new post. We made the decision not to replace her as our finances were in a precarious position. The students now have access to a drinks vending machine in the kitchen.

3.4.3 Tutors

We have a loyal, committed, and professional team of tutors who are a huge and essential part of our successful programme. We are always looking for new subjects and new tutors to enable us to continue to expand, refresh and maintain variety in our programme.

3.4.4. Volunteers

As a charity we rely on our volunteers, be they evening stewards, fundraisers or brochure deliverers. Their support helps us keep our costs down. They also make a very real contribution to, and are at the heart of, the success of the Guildhouse.

3.4.5 Publicity

Our brochures are printed and distributed termly. In the year a total of 1,700 were issued. Fortunately, more people are accessing the brochure via the website and we now email existing students notifying them in advance of when a new brochure is available. This has helped to reduce the number of printed brochures we require, resulting in a cost saving.

Throughout the year we continued to promote the Percival Guildhouse via our social media platforms, Facebook, Twitter and Instagram. We also advertised in local business and village publications and on village noticeboards. We proactively explored new routes to reaching potential students by, for example, contacting the developers of major new housing developments in the area asking them to alert homeowners to the adult education opportunities close by.

3.4.6 Communication

We have grown the numbers of student accessing our website and contacting the Guildhouse via email. This has increased our capacity to communicate with our students at an extremely critical time; it has also reduced our postage costs. All students receive a termly Newsletter keeping them up-to-date with all the Guildhouse news.

3.4.7 Fundraising

The money raised from our fundraising events during this year has made an important contribution to our general funds once again. Our thanks go to all our members who continued to support our efforts so generously.

- The Christmas Fair

We were unable to have our Christmas Fair this year due to government Covid restrictions, however we held a Christmas raffle and Christmas tombola in-house and raised £888.82.

- The Annual Plant Sale

The Plant Sale raised £733.65 which contributed to our general funds.

- The Prize Club

The Prize Club generated an income of £1970 for the Guildhouse. Once again, we thank Prabha Mistry for organising this.

- Book Sales

During the year we commenced selling donated books and raised £184.

- Online Shopping Giving

We are grateful to supporters who have nominated the Guildhouse as their chosen charity while shopping online via sites such as easyfundraising and AmazonSmile. These sites make a donation to us with each shop, at no cost to the shopper. Little-by-little these donations have been increasing.

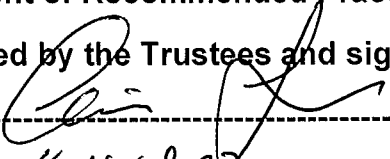
- Donations Website Button

Direct donations to the Guildhouse are always very much appreciated and valued. In the past year we have linked with CAF (Charities Aid Foundation) to enable us to take donations online via our website. At just a click of a button now donations can be made simply, including Gift Aid, with both the donor and the Guildhouse receiving notification that the transaction has been completed successfully.

1. Statement of Compliance

This report complies with the requirements of the Charity Commission's Statement of Recommended Practice 2005 for Charities.

Approved by the Trustees and signed on their behalf

by: -----

on: 14 Nov 2022-----

APPENDICIES

- I. REFERENCE AND ADMINISTRATIVE INFORMATION
- II. STAFF LIST
- III. STATEMENT OF ACCOUNTS
- IV. COURSE STATISTICS

APPENDIX I

REFERENCE AND ADMINISTRATIVE INFORMATION

President	Mr Peter Green, Headmaster of Rugby School		
Vice Presidents	Mr D.Dove Mr J.Lawton Mrs A.Lewis-Jones	Mr M.J.Beare Mr M.J.Brice	Mr P.H.Elliot Mr T.P.Cowhig
Executive Committee	(The Trustees of the Percival Guildhouse)		
Honorary Officers (also Trustees)	Chairman Treasurer Secretary	Mrs Carin Jackson Mr David Thomson Ms Clare Turnbull	
Trustees	Mr Steve Becker Mr Rob Close Mr Ralph De La Croix Mr Lee North (from August 2021 to August 2022) Mrs Elizabeth Pichon (from December 2021) Mr Peter Reaney		
Trustees of the Property	The Official Custodian for Charities		
Bankers	The Royal Bank of Scotland, 17 Church Street, Rugby, CV21 3PP		
Insurance Brokers	Towergate MIA, Kings Court, London Road, Stevenage, SG1 2GA		
Independent Examiner	Cottons Accountants, Chestnut Field, Rugby, CV 21 2PD		
Registered Name & Address	The Percival Guildhouse, St Matthews Street, Rugby, CV21 3BY		
Charity Registration Number	528782		
Governing Document	The Percival Guildhouse is governed by its constitution adopted at the Annual General Meeting on 3 rd March 2006. It is constituted as an unincorporated association of its members.		

APPENDIX II

STAFF LIST

Office Staff:	
Centre Manager	Mrs Sarah Gall
Administrator	Mrs Prabha Mistry
Administrator and Bookkeeper	Mrs Fiona Pedley
Caretakers	Mrs Tatjana Sentereva Mr Joaquim Batista Da Silva

THE PERCIVAL GUILDHOUSE

STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31ST JULY 2022

Charity Registration No: 528782

The Percival Guildhouse

Statement of Financial Activities for the Period 1 August 2021 to 31 July 2022

	Notes	Unrestricted £	Restricted £	2022 Total Funds £	2021 Total Funds £
Incoming Resources					
Donations & legacies	2	12,397	0	12,397	33,619
Grants & sponsorship	3	32,500	0	32,500	48,873
Class Fees & Hire of Rooms	4	136,331		136,331	94,264
Other Income from Charitable Activities	5	8,974		8,974	4,991
Fund Raising Activities	6	4,888		4,888	2,704
Interest Receivable		80		80	115
Other Incoming Resources	7	<u>33,117</u>		<u>33,117</u>	<u>19,864</u>
Total Incoming Resources		228,287	0	228,287	204,430
Less: Cost of Fund Raising Activities	6	<u>(970)</u>	<u>0</u>	<u>(970)</u>	<u>(947)</u>
Net Incoming Resources Available for Charitable Application		<u>227,317</u>	<u>0</u>	<u>227,317</u>	<u>203,483</u>
Resources Expended:					
Charitable	8	(192,477)		(192,477)	(184,062)
Governance Costs	9	(15,696)		(15,696)	(14,733)
Total Resources Expended		<u>(208,173)</u>	<u>0</u>	<u>(208,173)</u>	<u>(198,795)</u>
Net Income/(Expenditure) for year		19,144		19,144	4,688
Total Funds brought forward		<u>173,773</u>		<u>173,773</u>	<u>169,085</u>
Total Funds carried forward		<u>192,917</u>	<u>0</u>	<u>192,917</u>	<u>173,773</u>

The Percival Guildhouse

Statement of Financial Position as at 31 July 2022

	Notes	2022		2021	
		£	£	£	£
Fixed Assets:					
Tangible Assets	12		75,748		80,423
Current Assets					
Stock		193		440	
Debtors	13	6,458		8,200	
Deposits		34,412		34,370	
Cash At Bank and In Hand		<u>78,923</u>		<u>55,879</u>	
		<u>119,986</u>		<u>98,889</u>	
LESS:					
Current Liabilities:					
Creditors & Accruals	14	<u>2,817</u>		<u>5,539</u>	
Net Current Assets			<u>117,169</u>		<u>93,350</u>
Net Assets	15		<u>192,917</u>		<u>173,773</u>
Funds:					
Unrestricted Funds	16		130,194		110,275
Designated Funds	17		62,723		63,498
Restricted Fund	18		<u>0</u>		<u>0</u>
Total Funds			<u>192,917</u>		<u>173,773</u>

Signed.....

C Jackson

Hon Chairman

Date.....

14 Nov 2022.

For and on behalf of the
Executive Committee

1. PRINCIPAL ACCOUNTING POLICIES

The financial statements of the Charity are prepared in accordance with:

- i) The Charities Act 2011
- ii) The "Statement of Recommended Practice – "Accounting and Reporting by Charities" (revised 2005 and 2008)
- iii) The applicable accounting standards, and
- iv) An historical cost accounting basis.

a) Class fees and similar income

- i) Class fees receivable and charges for use of premises are accounted for in the period in which the service is provided.
- ii) Class fees receivable are stated after deducting any remission granted from unrestricted funds.

b) Grants Receivable

Grants receivable are credited to the Statement of Financial Activities in the year for which they are received. Amounts received for future periods are released to incoming resources in the period for which they have been received.

c) Tangible Fixed Assets

The freehold premises together with its furnishings are capitalised at their original cost and are not depreciated. The original costs of any improvements are not available and have not been capitalised.

The building is insured for a rebuilding value of £3,510,000.

The Charity is responsible for keeping the building in fit and useful condition and these costs are written off as incurred.

d) Depreciation Policy

Provision for depreciation of other fixed assets is made at annual rates calculated to spread the cost of each asset over its expected useful life. The following depreciation rates are used on a straight-line basis:

i)	Lift	4%
ii)	Office fittings and equipment	10%
iii)	Classroom equipment	20%
iv)	General equipment	10%
v)	Catering equipment	20%

e) Stock

Stock is carried at its cost value.

f) Reserves

The General Purpose Fund (free reserves) comprises normal unrestricted funds and is used in accordance with the Charity's charitable objectives at the discretion of the Trustees.

Details of the nature and purpose of the designated funds and restricted fund are set out in the notes to these accounts. (notes 15 and 16)

The Charity has no set policy on transfers between funds, with individual transfers arising as a consequence of specific funding requirements.

Notwithstanding the above, the Trustees had set the following targets with regard to the level of reserves held:

- i. The General Purposes Fund is targeted to be one third of annual turnover (it is currently 57%).
- ii. The Building Renovation Fund is targeted to be 10% of insured rebuilding costs (it is currently 1.5%).
- iii. The Development Fund is from a legacy and is ring fenced for class equipment until gone.

The Trustees believe that the above target ii is reasonable but is not achievable at present and that in light of the recent adverse effect of Covid 19 and price inflation it may take a while for it to be achieved.

2. Donations and legacies	2022	2021
	£	£
Legacies received	2,000	3,000
Donations and subscriptions	6,997	26,101
Income tax recovered	<u>3,400</u>	<u>4,518</u>
	<u>12,397</u>	<u>33,619</u>

3. Grants & Sponsorship

Unrestricted	Restricted
£	£

Grants were received during the accounting period as follows:

Sir Edward Boughton Long Lawford Charity	2,000	
Westham House Fund	3,000	
WCC – RMA Community grant	500	
The Edward Cadbury ECCT grant	5,000	
Persimmon Community Champions	1,000	
Cadbury Charitable Trust	1,000	
Garfield Weston	15,000	
Rugby Group	<u>5,000</u>	
	<u>32,500</u>	<u>0</u>

In previous years the Westham House Fund provided a grant of £20,000 towards the cost of maintaining the exterior of the building. This grant was made on the condition that it would be repayable should the property ever be sold and as such is a contingent liability..

4. Class Fees and Hire of Rooms	2022	2021
	£	£
a) Income (net of any fee remission granted)		
i) Class fees	134,608	94,004
ii) From hire of rooms (in accordance with charitable aims)	<u>1,723</u>	<u>260</u>
	<u>136,331</u>	<u>94,264</u>
b) Fee Remission granted from Guildhouse Funds	2022	2021
i) Number of students on PGH courses receiving fee remission	42	31
ii) Total amount of fee remission given:	£2,810	£1,511
5. Other Income from Charitable Activities	2022	2021
	£	£
a) Property Rentals:	2,724	2,724
b) Refreshments	<u>6,250</u>	<u>2,267</u>
	<u>8,974</u>	<u>4,991</u>

6. Fund Raising Events

The following activities raised funds for the general purposes of the Charity:

Event	Costs	2022	Net	2021
	£	Income	£	Net
Plant sale		734	734	
Christmas Fair		888	888	
Book Box		184	184	
Prize Draw	(970)	2,940	1,970	1,540
Miscellaneous		<u>142</u>	<u>142</u>	<u>217</u>
	(970)	<u>4,888</u>	<u>3,918</u>	<u>1,757</u>

7. Other Incoming Resources	2022	2021
	£	£
a) Insurance claim re business interruption	33,088	19,834
b) Sundry receipts	29	30
	<u>33,117</u>	<u>19,864</u>

8. CHARITABLE EXPENDITURE

a) Programme Provision Expenses	2022	2021
	£	£
i) Programme Publicity	2,994	2,870
ii) Tutors Fees & Class Expenses	82,268	63,326
iii) Depreciation	4,843	4,687
iv) Office Staff Wages & Employers National Insurance	44,716	43,846
v) Professional fees	268	335
vi) Office Expenses	4,517	4,187
	<u>139,606</u>	<u>119,251</u>
b) Running and Maintenance Costs for Building	2022	2021
	£	£
i) Insurance	2,517	1,745
ii) Repairs, Renewals and Decorations	6,132	16,927
iii) Utilities (Heat, Light, Water, Phone)	9,411	8,637
iv) Care taking and Catering Staff Wages	30,903	35,097
v) Kitchen Expenses	2,991	1,355
vi) Depreciation	381	381
vii) Professional fees	536	669
	<u>52,871</u>	<u>64,811</u>
Total Charitable Expenditure	<u>192,477</u>	<u>184,062</u>

9. GOVERNANCE COSTS	2022	2021
	£	£
a) Office Staff Wages & Employers National Insurance	11,179	10,961
b) Office Expenses	1,129	1,047
c) Depreciation	226	226
d) Insurance	2,233	1,547
e) Professional Fees	89	112
f) Independent Examination Fee	840	840
	<u>15,696</u>	<u>14,733</u>

10. EMPLOYEES REMUNERATION

a) Total remuneration for the year amounted to £86,798 (2021 £89,904). No employee earned £60,000 p.a. or more.

b) The employer's national insurance contributions for these employees was £nil

c) The average numbers of paid staff were;	2022	2021
Office Staff:	3	3
Caretaking Staff:	2	2
Catering Staff:	1	1

d) Members of the Office Staff share their duties between:

- Organising and administering the programme in accordance with the charitable aims of the Percival Guildhouse (80% of total) and
- The administration and management of the Percival Guildhouse (20% of total) which is include in Governance costs above.

Their salaries have been apportioned pro rata to these categories.

11. TRUSTEES' REMUNERATION AND EXPENSES

No trustee received any remuneration or expenses during the year.

12. TANGIBLE FIXED ASSETS

	Property & Original Furnishings	Lift	Office Fittings & Equipment	Classroom Equipment	Catering and other equipment	Total
	£	£	£	£	£	£
Cost						
At 1 st August 2021	2,343	68,418	12,060	17,796	20,251	120,868
Additions	<u>0</u>	<u>0</u>	<u>0</u>	<u>775</u>	<u>0</u>	<u>775</u>
At 31 st July 2022	<u>2,343</u>	<u>68,418</u>	<u>12,060</u>	<u>18,571</u>	<u>20,251</u>	<u>121,643</u>
Depreciation						
At 1 st August 2021	0	2,736	8,744	13,401	15,564	40,445
Charge for year	<u>0</u>	<u>2,737</u>	<u>451</u>	<u>1,499</u>	<u>763</u>	<u>5,450</u>
At 31 st July 2022	<u>0</u>	<u>5,473</u>	<u>9,195</u>	<u>14,900</u>	<u>16,327</u>	<u>45,895</u>
Net Book Value						
At 31 st July 2022	<u>2,343</u>	<u>62,945</u>	<u>2,865</u>	<u>3,671</u>	<u>3,924</u>	<u>75,748</u>
At 31 st July 2021	<u>2,343</u>	<u>65,682</u>	<u>3,316</u>	<u>4,395</u>	<u>4,687</u>	<u>80,423</u>

13. DEBTORS

	2022	2021
	£	£
Sundry debtors	1,716	4,518
Prepayments	<u>4,742</u>	<u>3,682</u>
	<u>6,458</u>	<u>8,200</u>

14. CURRENT LIABILITIES

	2022	2021
	£	£
Amounts falling due within one year		
Accruals and deferred income	<u>2,817</u>	<u>5,539</u>

15. SUMMARY OF NET ASSETS BY FUNDS

	General Purposes £	Designated £	2022 Total £	2021 Total £
Tangible fixed assets	75,748	0	75,748	80,423
Net current assets	<u>54,446</u>	<u>62,723</u>	<u>117,169</u>	<u>93,350</u>
	<u>130,194</u>	<u>62,723</u>	<u>192,917</u>	<u>173,773</u>

16. UNRESTRICTED FUNDS

	2022 £	2021 £
<u>General Purpose Fund</u>		
Balance at 1 st August	110,275	30,274
Net income/(expenditure) for the year	19,144	(9,346)
Transfer from Restricted Fund	-	74,696
Transfer from Designated Funds	775	14,651
Balance at 31 st July	<u>130,194</u>	<u>110,275</u>

17. DESIGNATED FUNDS

	2022 £	2021 £
<u>Building Renovation Fund</u>		
This fund has been set aside by the Trustees out of unrestricted funds for renovations and improvements to the building.		
Balance at 1 st August	53,148	63,799
Transfers to General Purpose Fund	-	(10,651)
Balance at 31 st July	<u>53,148</u>	<u>53,148</u>
<u>Development Fund</u>		
This fund comprises substantial donations received from a member that have been set aside for improving the Guildhouse facilities.		
Balance at 31 st July	10,350	14,350
Transfers to General Purpose Fund	(775)	(4,000)
Balance at 31 st July	<u>9,575</u>	<u>10,350</u>
Total Designated Funds	<u>62,723</u>	<u>63,498</u>

18. RESTRICTED FUND

	2022 £	2021 £
<u>Lift Fund</u>		
This restricted fund has arisen from grants and donations received towards the cost of installation of a lift.		
Balance at 1 st August	0	60,662
Incoming resources		1,020
Transfers to General Purpose Fund		(61,682)
Balance at 31 st July	<u>0</u>	<u>0</u>
<u>Other Funds</u>		
This restricted fund has arisen from grants and donations received.		
Balance at 1 st August	0	0
Incoming resources	0	13,014
Transfers to General Purpose Fund		(13,014)
Balance at 31 st July	<u>0</u>	<u>0</u>

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PERCIVAL GUILDHOUSE

I report on the accounts of the Trust for the year ended 31 July 2022, which are set out in Appendix 1, sheets 12 to 19.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission,
- to state whether particular matters have come to my attention

Basis of Independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 130 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mark Palmer FCA
Cottons Accountants LLP
Chestnut Field House
Chestnut Field
Rugby
Warwickshire
CV21 2PD

Date... 16 November 2022

PGH – ENROLMENTS FOR YEAR 2021/2022

Day	Code	Course Title	Autumn		Spring		Summer	
			Meetings:	Students:	Meetings:	Students:	Meetings:	Students:
Monday	101AU21	FRENCH EXPERIENCE INTERMEDIATE LEVEL 2	10	11				
Monday	101SP22	FRENCH EXPERIENCE INTERMEDIATE LEVEL 2			11	9		
Monday	101SU22	FRENCH EXPERIENCE INTERMEDIATE LEVEL 2					9	9
Monday	102AU21	ACTUALITÉS ADVANCED LEVEL 3	12	7				
Monday	102SP22	ACTUALITÉS ADVANCED LEVEL 3			11	7		
Monday	105SP22	GERMAN ADVANCED			11	7		
Monday	105SU22	GERMAN ADVANCED					8	9
Monday	106AU21	ITALIAN IMPROVERS LEVEL 2	12	8				
Monday	107AU21	SPANISH IMPROVERS LEVEL 2+	12	7				
Monday	107SP22	SPANISH IMPROVERS LEVEL 3			11	8		
Monday	107SU22	SPANISH IMPROVERS LEVEL 3+					9	7
Monday	109AU21	SPANISH BEGINNERS	12	11				
Monday	109SP22	SPANISH BEGINNERS CONTINUATION			11	11		
Monday	109SU22	SPANISH IMPROVERS LEVEL 1					9	11
Monday	110AU21	NEW TESTAMENT GREEK	12	6				
Monday	110SP22	NEW TESTAMENT GREEK			11	4		
Monday	110SU22	NEW TESTAMENT GREEK					9	3
Monday	111AU21	BRITAIN 1919-1924: A COUNTRY FIT FOR	12	16				
Monday	111SP22	BRITAIN 1924-1933: UNEXPECTED CRISES			11	16		
Monday	111SU22	"CARRYING ON CARRYING ON" BRITAIN IN THE EARLY					8	16
Monday	112AU21	THREE OPERATIC COMEDIES	12	10				
Monday	112SP22	EMOTIONS TO THE FORE! THREE MID-NINETEENTH			11	9		
Monday	112SU22	THREE OPERAS					8	9
Monday	113AU21	ACRYLIC PAINTING	11	9				
Monday	114AU21	STILL LIFE DRAWING	12	7				
Monday	114SP22	STILL LIFE DRAWING			11	8		
Monday	114SU22	STILL LIFE DRAWING					9	7
Monday	115AU21	DRAWING FOR EVERYONE	12	11				
Monday	115SP22	DRAWING FOR EVERYONE			11	11		

PGH – ENROLMENTS FOR YEAR 2021/2022

Day	Code	Course Title	Autumn		Spring		Summer	
			Meetings:	Students:	Meetings:	Students:	Meetings:	Students:
Monday	115SU22	DRAWING FOR EVERYONE					9	11
Monday	116AU21	CHARCOAL PORTRAITS	10	4				
Monday	117AU21	ACRYLICS	12	13				
Monday	117SP22	ACRYLICS			11	10		
Monday	117SU22	ACRYLICS					9	13
Monday	118AU21	EMBROIDERY CIRCLE	12	10				
Monday	118SP22	EMBROIDERY CIRCLE			11	10		
Monday	118SU22	EMBROIDERY CIRCLE					9	11
Monday	120AU21	UPHOLSTERY	11	10				
Monday	120SP22	UPHOLSTERY			11	9		
Monday	120SU22	UPHOLSTERY					9	10
Monday	122AU21	MAKING BREAD:TECHNIQUES &	12	8				
Monday	122SP22	MAKING BREAD:TECHNIQUES &			11	8		
Monday	123SU22	ITALIAN BEGINNERS					9	5
Tuesday	201AU21	PARLONS-EN ADVANCED LEVEL 2	12	8				
Tuesday	201SP22	PARLONS-EN ADVANCED LEVEL 2			11	7		
Tuesday	201SU22	PARLONS-EN ADVANCED LEVEL 2					9	8
Tuesday	202AU21	GERMAN INTERMEDIATE LEVEL 2	12	6				
Tuesday	202SP22	GERMAN INTERMEDIATE LEVEL 2			11	4		
Tuesday	202SU22	GERMAN INTERMEDIATE LEVEL 2					9	5
Tuesday	204AU21	ITALIAN INTERMEDIATE LEVEL 3	12	8				
Tuesday	204SP22	ITALIAN INTERMEDIATE LEVEL 3			11	8		
Tuesday	206AU21	SHAKESPEARE GROUP	12	12				
Tuesday	206SP22	SHAKESPEARE GROUP			11	11		
Tuesday	206SU22	SHAKESPEARE GROUP					9	11
Tuesday	207AU21	WRITE THE STORY OF YOUR LIFE	12	9				
Tuesday	207SP22	WRITE THE STORY OF YOUR LIFE			11	10		
Tuesday	207SU22	WRITE THE STORY OF YOUR LIFE					9	9
Tuesday	208AU21	WRITE POETRY	12	8				

PGH – ENROLMENTS FOR YEAR 2021/2022

Day	Code	Course Title	Autumn		Spring		Summer	
			Meetings:	Students:	Meetings:	Students:	Meetings:	Students:
Tuesday	208SP22	WRITE POETRY			11	7		
Tuesday	209AU21	FLORENCE: RENAISSANCE WONDER	12	16				
Tuesday	209SP22	THOUGHTS ON THE EMPIRE: 1784-1902			11	16		
Tuesday	209SU22	FLORENCE IN THE TIME OF LORENZO THE					9	13
Tuesday	210AU21	PAINTING PORTRAITS, MORE THAN A	12	9				
Tuesday	210SP22	PAINTING PORTRAITS, MORE THAN A			11	9		
Tuesday	210SU22	PAINTING PORTRAITS, MORE THAN A					9	9
Tuesday	211AU21	DRAWING FOR IMPROVERS	10	11				
Tuesday	212AU21	WATERCOLOURS FOR ALL	12	9				
Tuesday	212SP22	WATERCOLOURS FOR ALL			11	10		
Tuesday	212SU22	WATERCOLOURS FOR ALL					9	9
Tuesday	213AU21	PILATES FOR OSTEOPOROSIS/BACK	12	9				
Tuesday	213SP22	PILATES FOR OSTEOPOROSIS/BACK			11	7		
Tuesday	213SU22	PILATES FOR OSTEOPOROSIS/BACK					9	8
Tuesday	217AU21	CROCHET FOR BEGINNERS	12	7				
Tuesday	218SU22	SPANISH BEGINNERS					9	7
Tuesday	220SU22	MAKING BREAD:TECHNIQUES &					9	8
Tuesday	221SU22	WOODCARVING					9	6
Tuesday	707SU22	LINOCUT					1	7
Wednesday	301AU21	LE FRANCAIS DES VACANCES INTERMEDIATE	12	5				
Wednesday	301SP22	LE FRANCAIS DES VACANCES INTERMEDIATE			11	6		
Wednesday	301SU22	LE FRANCAIS DES VACANCES INTERMEDIATE					9	7
Wednesday	303AU21	GERMAN INTERMEDIATE LEVEL 3	12	11				
Wednesday	303SP22	GERMAN INTERMEDIATE LEVEL 3			11	9		
Wednesday	303SU22	GERMAN INTERMEDIATE LEVEL 3					9	9
Wednesday	304AU21	ITALIAN IMPROVERS LEVEL1	12	8				
Wednesday	304SP22	ITALIAN IMPROVERS LEVEL1			11	8		
Wednesday	304SU22	ITALIAN IMPROVERS LEVEL 1					9	7
Wednesday	305AU21	ITALIAN INTERMEDIATE LEVEL 4	12	6				

PGH – ENROLMENTS FOR YEAR 2021/2022

Day	Code	Course Title	Autumn		Spring		Summer	
			Meetings:	Students:	Meetings:	Students:	Meetings:	Students:
Wednesday	305SP22	ITALIAN INTERMEDIATE LEVEL 4			11	6		
Wednesday	305SU22	ITALIAN INTERMEDIATE LEVEL 4					9	8
Wednesday	310AU21	DICKENS' ADAPTATIONS; FROM THE PAGE TO THE	12	8				
Wednesday	310SP22	FROM PAGE TO SCREEN: WORKS BY DICKENS AND			11	9		
Wednesday	310SU22	FROM PAGE TO SCREEN: 3 MORE NOVELS					9	7
Wednesday	311AU21	PAINTING FOR PLEASURE	12	10				
Wednesday	311SP22	PAINTING FOR PLEASURE			11	10		
Wednesday	311SU22	PAINTING FOR PLEASURE					7	10
Wednesday	312AU21	WATERCOLOURS FOR EVERYONE	12	6				
Wednesday	312SP22	WATERCOLOURS FOR EVERYONE			11	6		
Wednesday	312SU22	WATERCOLOURS FOR EVERYONE					9	6
Wednesday	313AU21	WATERCOLOURS FOR EVERYONE	12	12				
Wednesday	313SP22	WATERCOLOURS FOR EVERYONE			11	14		
Wednesday	313SU22	WATERCOLOURS FOR EVERYONE					9	9
Wednesday	314AU21	ART: HISTORY AND PRACTICE	12	8				
Wednesday	314SP22	ART: HISTORY AND PRACTICE			11	7		
Wednesday	314SU22	ART: HISTORY AND PRACTICE					9	7
Wednesday	315AU21	WEDNESDAY WATERCOLOURS	12	12				
Wednesday	315SP22	WEDNESDAY WATERCOLOURS			11	12		
Wednesday	315SU22	WEDNESDAY WATERCOLOURS					9	12
Wednesday	316AU21	SEWING AND DRESSMAKING	12	9				
Wednesday	316SP22	SEWING AND DRESSMAKING			11	13		
Wednesday	316SU22	SEWING AND DRESSMAKING					9	14
Wednesday	320SP22	ITALIAN IMPROVERS LEVEL 2			11	7		
Wednesday	320SU22	ITALIAN IMPROVERS LEVEL 2					9	7
Wednesday	321SU22	INTRODUCTION TO ANCIENT EGYPT					9	8
Wednesday	322SU22	ITALIAN INTERMEDIATE LEVEL 3					9	6
Wednesday	704SU22	GELLI PLATE PRINTING					1	8
Thursday	401AU21	WELSH FOR BEGINNERS	12	9				

PGH – ENROLMENTS FOR YEAR 2021/2022

Day	Code	Course Title	Autumn		Spring		Summer	
			Meetings:	Students:	Meetings:	Students:	Meetings:	Students:
Thursday	401SP22	WELSH FOR BEGINNERS			11	7		
Thursday	401SU22	WELSH BEGINNERS					9	9
Thursday	402AU21	ALLONS-Y! INTERMEDIATE LEVEL 4	12	9				
Thursday	402SP22	ALLONS-Y! INTERMEDIATE LEVEL 4			11	7		
Thursday	402SU22	ALLONS-Y! INTERMEDIATE LEVEL 4					9	8
Thursday	403AU21	EN ROUTE ADVANCED LEVEL 1	12	7				
Thursday	403SP22	EN ROUTE ADVANCED LEVEL 1			11	6		
Thursday	403SU22	EN ROUTE ADVANCED LEVEL 1					9	7
Thursday	406AU21	SPANISH IMPROVERS LEVEL 3+	9	9				
Thursday	406SP22	SPANISH IMPROVERS LEVEL 3+			7	7		
Thursday	406SU22	SPANISH IMPROVERS LEVEL 3+					6	7
Thursday	407AU21	SPANISH INTERMEDIATE LEVEL 3+	9	6				
Thursday	407SP22	SPANISH INTERMEDIATE LEVEL 3+			7	7		
Thursday	407SU22	SPANISH INTERMEDIATE LEVEL 3+					6	6
Thursday	408AU21	INTERMEDIATE LATIN	12	4				
Thursday	408SP22	INTERMEDIATE LATIN			11	6		
Thursday	408SU22	INTERMEDIATE LATIN					9	3
Thursday	409AU21	CREATIVE WRITING	12	11				
Thursday	409SP22	CREATIVE WRITING			11	10		
Thursday	409SU22	CREATIVE WRITING					9	9
Thursday	410AU21	JOURNEY INTO POETRY	12	7				
Thursday	410SP22	JOURNEY INTO POETRY			11	8		
Thursday	410SU22	JOURNEY INTO POETRY					9	8
Thursday	413AU21	A CENTURY OF FASHION AND TEXTILES 1870-1970	5	7				
Thursday	413SP22	FOCUS ON FASHION AND TEXTILES			2	9		
Thursday	414AU21	EXPLORING FREESTYLE EMBROIDERY	6	10				
Thursday	415AU21	PILATES BEGINNERS	12	8				
Thursday	415SP22	PILATES BEGINNERS			10	8		
Thursday	415SU22	PILATES BEGINNERS					9	9

PGH – ENROLMENTS FOR YEAR 2021/2022

Day	Code	Course Title	Autumn		Spring		Summer	
			Meetings:	Students:	Meetings:	Students:	Meetings:	Students:
Thursday	416AU21	PILATES ALL LEVELS	12	8				
Thursday	416SP22	PILATES ALL LEVELS			10	8		
Thursday	416SU22	PILATES ALL LEVELS					9	9
Thursday	417AU21	HATHA YOGA FOR JOINTS	10	6				
Thursday	417SP22	HATHA YOGA FOR JOINTS			7	4		
Thursday	417SU22	HATHA YOGA FOR JOINTS					8	5
Thursday	418SP22	DIGITAL PHOTOGRAPHY FOR BEGINNERS			11	4		
Thursday	418SU22	DIGITAL PHOTOGRAPHY FOR BEGINNERS					9	5
Thursday	419AU21	DELVE DEEPER PHOTOGRAPHY	12	7				
Thursday	419SP22	DELVE DEEPER PHOTOGRAPHY			11	7		
Thursday	419SU22	DELVE DEEPER PHOTOGRAPHY					9	7
Thursday	422SU22	MEDITATION FOR EVERYONE					8	4
Friday	501AU21	SPANISH ADVANCED LEVEL 3+	9	8				
Friday	501SP22	SPANISH ADVANCED LEVEL 3+			7	8		
Friday	501SU22	SPANISH ADVANCED LEVEL 3+					6	6
Friday	502AU21	SPANISH ADVANCED LEVEL 4	9	7				
Friday	502SP22	SPANISH ADVANCED LEVEL 4			7	7		
Friday	502SU22	SPANISH ADVANCED LEVEL 4					6	6
Friday	503AU21	IMPROVERS' LATIN	12	4				
Friday	503SP22	IMPROVERS' LATIN			11	4		
Friday	503SU22	IMPROVERS' LATIN					9	4
Friday	504AU21	WRITE THE STORY OF YOUR LIFE	12	8				
Friday	504SP22	WRITE THE STORY OF YOUR LIFE			11	7		
Friday	504SU22	WRITE THE STORY OF YOUR LIFE					9	7
Friday	506AU21	ART WORKSHOP	12	9				
Friday	506SP22	ART WORKSHOP			11	10		
Friday	506SU22	ART WORKSHOP					9	11
Friday	507AU21	HATHA YOGA FOR EVERYONE	10	4				
Friday	507SP22	HATHA YOGA FOR EVERYONE			7	8		

PGH – ENROLMENTS FOR YEAR 2021/2022

Day	Code	Course Title	Autumn		Spring		Summer	
			Meetings:	Students:	Meetings:	Students:	Meetings:	Students:
Friday	507SU22	HATHA YOGA FOR EVERYONE					8	9
Friday	508AU21	MINDFULNESS LEVEL 1	10	5				
Friday	508SP22	MEDITATION FOR BEGINNERS			7	8		
Friday	508SU22	MEDITATION FOR BEGINNERS					8	8
Friday	509AU21	MINDFULNESS LEVEL 2	10	10				
Friday	509SP22	MEDITATION FOR EVERYONE			7	9		
Friday	509SU22	MEDITATION FOR EVERYONE					8	10
Friday	510SP22	HATHA YOGA FOR EVERYONE			7	6		
Friday	510SU22	HATHA YOGA FOR EVERYONE					8	7
Friday	705SU22	LIFE DRAWING					1	7
Saturday	601AU21	WONDERFUL WATERCOLOURS	1	9				
Saturday	601SP22	FRAME BASKETS FROM HEDGEROW WOODS			1	11		
Saturday	602SP22	LIFE DRAWING			1	8		
Saturday	603AU21	NEEDLE FELTING FOR BEGINNERS	1	5				
Saturday	603SP22	NEEDLE FELTING FOR BEGINNERS			1	7		
Saturday	604AU21	ART OF THE COURTS OF BURGUNDY	1	16				
Saturday	604SP22	GUITAR FOR BEGINNERS			1	8		
Saturday	604SU22	CROCHET FOR FUN					1	5
Saturday	605AU21	WILLOW WEAVING AUTUMN GIFTS	1	12				
Saturday	605SP22	DIGITAL PHOTOGRAPHY FOR BEGINNERS			1	4		
Saturday	607SP22	WATERCOLOUR ANIMALS			1	7		
Saturday	608SP22	TUDOR ROYAL PALACES			1	16		
Saturday	608SU22	NEEDLE FELTING LANDSCAPES					1	8
Saturday	609SP22	SHIBORI AND TIE-DYEING			1	7		
Saturday	611SU22	GUITAR FOR BEGINNERS					1	4
Tues - Fri	702SU22	CREATIVE WRITING WORKSHOPS					4	7
Number of Courses-(200)			560		556		541	

The Percival Guildhouse

An Independent Centre for Adult Education and the Arts

St Matthew's Street, Rugby, Warwickshire CV21 3BY

Tel: 01788-542467

www.percival-guildhouse.co.uk

contact@percival-guildhouse.co.uk

ANNUAL REPORT 2021/2022

