

# The Percival Guildhouse

## ANNUAL REPORT 2022-2023

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

[www.percival-guildhouse.co.uk](http://www.percival-guildhouse.co.uk)  
Email: [contact@percival-guildhouse.co.uk](mailto:contact@percival-guildhouse.co.uk)  
01788 542467  
Registered Charity No. 528782





# Annual Report 2022/23

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## **2022/2023 Annual Report – Percival Guildhouse**

### **1. Introduction**

Welcome to this review of the academic year August 2022/July 2023

Events during this period shine a light on all that is good and exciting about the Percival Guildhouse and also the great challenge we face in maintaining our position as the only independent non-vocational adult education centre in Warwickshire.

Whilst progress is being made, it is still disappointing to report that our income did not cover our expenses and that a significant deficit was incurred. Fortunately, we had the resources to cover the loss, but the situation is not sustainable. We are working hard to become a going concern with a vibrant future.

We are exploring how we can underpin student fee income, legacy gifts and donations by unlocking new sources of funding and support while continuing to work closely with our much-valued current benefactors. We recognise that identifying and securing such sources of funding and income will be vital to the survival of our charity.

It has been heartening to welcome back students returning after a long absence, in addition to an increase in students joining courses for the first time alongside our existing students.

The year saw the Guildhouse join in Rugby School's year-long celebration of the bi-centenary of rugby football with trustee Rob Close joining in the Global Pass on The Close in February 2023. We have further developed our historic association with the School, joining in their exhibition at Rugby Art Gallery and Museum and taking up an offer of their help with curating our extensive archive as we prepare to celebrate our centenary in 2025.

Student fees continue to be our main and most important source of income, but we would not survive without grant support. This past year we have been especially grateful to the Westham House Fund whose consistent support over many years has enabled us to subsidise class fees for those who otherwise could not join us. Single grants also make a visible difference. In March 2023 the Hinckley and Rugby Building Society gave us a £3,000 grant to refurbish the Aspinall Lounge, with planning starting straightaway.

Volunteers including trustees play an essential role in supporting our small team of permanent staff, such as being able to run evening courses. In this year we welcomed a new trustee, Dr Anjna Chouhan, a former in-house scholar with the Shakespeare Birthplace Trust and currently creative producer for Warwickshire Libraries. We said goodbye, with our thanks, to Lee North who resigned as a trustee on moving away from the Rugby area.

As mentioned earlier, in September 2025 we will celebrate our centenary. A sub-committee is already well underway with planning a series of events to mark this historic and fantastic achievement. We hope that the publicity generated will have a positive effect on raising awareness of the rich programme of activities we offer to communities in and surrounding Rugby.

We are extremely grateful to our loyal staff and to the wide body of supporters, 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 aim to continue to be offering our unique services for many years to come.

## **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 run by self-employed tutors in a wide range of subjects in our own, other premises and online.

Our policy is to comply with all relevant legislation and regulations and to provide a welcoming and inclusive environment for all.

## **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 for the Guildhouse to be a dynamic going concern.

### **Public Benefit**

The trustees have read and understood the Charity Commission guidance on public benefit. They consider that the Percival Guildhouse, whose charitable purpose is the advancement of education of adults in the Rugby area by the provision of an adult education centre, demonstrates public benefit by providing courses including the arts, languages, history, exercise and crafts which are available to all adults. It also provides public benefit as it is more than just a centre of education. It is a community of people who meet and make new friends in a warm, welcoming and safe environment so reducing loneliness and social isolation.



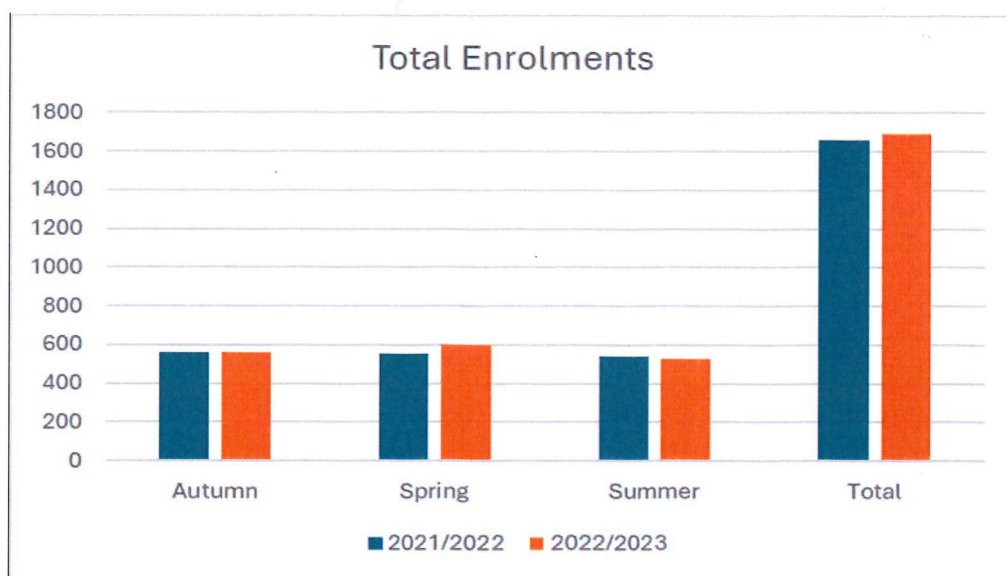
## 3.1 Quality Learning

### 3.1.1 Introduction

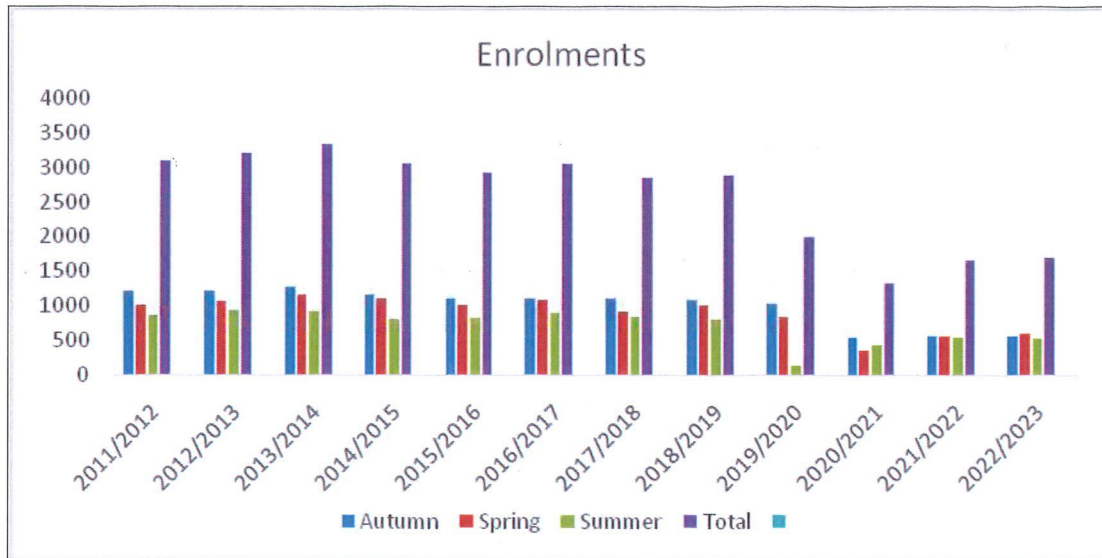
This year has been another challenging one for the Guildhouse with the long tail of the Covid-19 pandemic continuing to affect recovery. Our enrolments remain at only 60% of our pre-pandemic levels. We have used a varied and tempting dayschool and summer school programme to attract new students to the Guildhouse, confident that once through our doors they will return again. We have also maintained a strict cleaning regime, good ventilation, use of sanitising hand gel and air purifiers in classrooms so that students returning post-pandemic have confidence in their surroundings.

During the academic year 2022-2023 we retained some Zoom-only classes, but they are now very much in the minority. It has been encouraging to hear that our students want to return in person, valuing face-to-face lessons and community with fellow students.

### 3.1.2 Total Enrolments – Year-on-year comparison

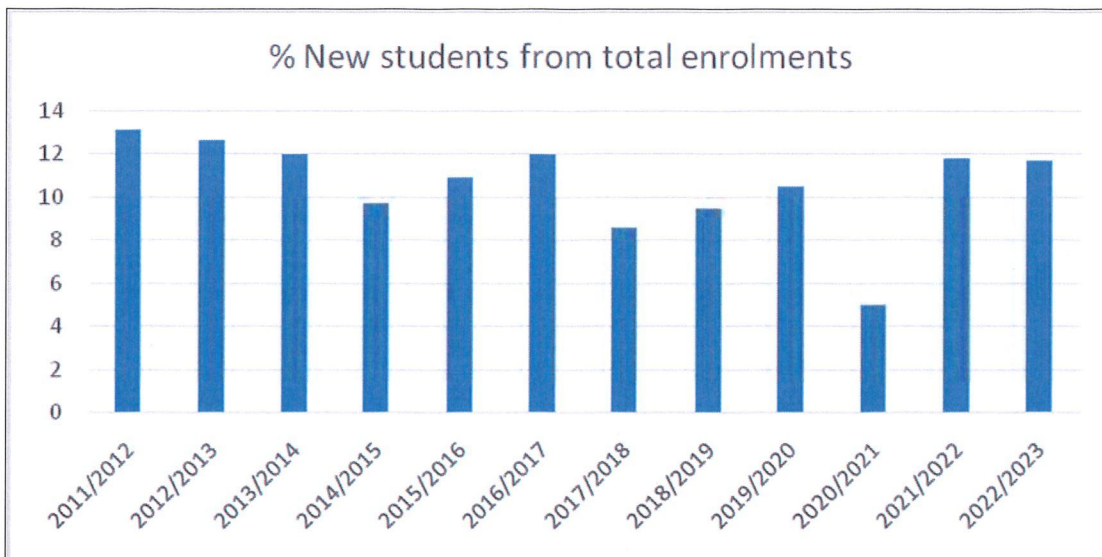


### 3.1.3 Total Enrolments – 2011-2023 comparison



The above graph shows the devastating impact of Covid-19 and our journey on the road to recovery.

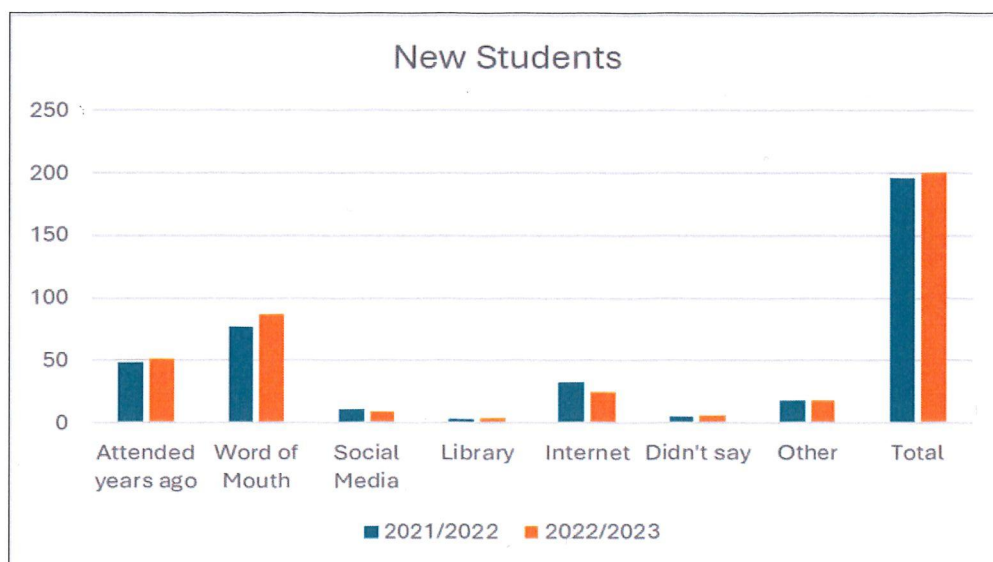
### 3.1.4 Enrolment of New Students



The above graph significantly shows that post-Covid the Guildhouse is attracting the same percentage of new students from total enrolments compared with earlier years, underlining the continuing relevance of, and interest in, the courses we offer.

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.

### 3.1.5 Enrolment of New Students – how they found us



### 3.1.6 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 2022/2023 the discount was set at 75% of the full fee. As a result, the cost was £3,949.15 (42 remissions) which was covered by the grant of £3,000 from the Westham House Fund, plus an unspent amount from a previous grant. 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 Coronation Tea Party

As the Jubilee Party had been so successful, we held a similar event for the Coronation in May, throwing open our doors to more than a hundred of our students and supporters. It was equally successful and happy.



### 3.2.3 Rugby Borough Council

The Guildhouse, 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 continues to actively explore new ways of raising the profile of the Guildhouse and forging links with bodies equally focussed on increasing engagement with leisure opportunities in Rugby. We have been forging productive links with several stakeholders including Rugby Borough Council, Rugby First and Rugby Art Gallery and Museum. The Guildhouse remains a central destination for hundreds of people each week, so important as Rugby Town continues to transform and adapt to changes in retail demand. Councillor Sue Roodhouse is the Council's representative.

### **3.3 Review of the Financial Year 2022/2023**

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 £145,492 compared with £136,331 for the previous year. Unfortunately, these income levels have still not recovered to those of earlier years prior to the pandemic. On the expense side, tutor fees and class expenses increased from £82,268 to £85,352.

The overall financial result for the Guildhouse has resulted in a substantial deficit for the year of £43,686, despite the efforts in securing some grants and donations, as noted below. Obviously if this trend is ongoing, it will soon put us in a precarious financial situation, along with other smaller charities which are suffering in these difficult times. Be assured that our Trustees are currently endeavouring to improve our ongoing finances, but above all a recovery in class attendances is vital.

#### 3.3.1 Grants

We received total grants of £11,360, compared with £32,500 in the previous year. These included £2,000 from the Sir Edward Boughton Long Lawford Charity and £6,360 from the Westham House Fund, which enabled us to offer fee remissions 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 in 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. This charity has no other fundraising requiring disclosure under s162A of the Charities Act 2011.

### 3.3.3 Investments

We have cash of £34,550 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 help to make the Guildhouse a friendly and pleasant environment for students and tutors alike. We are very grateful to all our staff for their valued contribution to the Guildhouse.

### 3.4.2 Tutors

We have a loyal, committed, and professional group 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 course programme.

### 3.4.3. Volunteers

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

#### 3.4.4 Publicity

Our brochures are printed and distributed termly. In the year a total of 1,650 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 widely via our social media platforms, Facebook, X (formerly Twitter) and Instagram. We have also achieved coverage for our courses and events in local press, business, and village publications, plus posting notices on village notice boards. We continue to proactively explore new routes to reaching potential students especially those new to Rugby, for example, by contacting the developers of major new housing developments in the area asking them to alert homeowners to the adult education opportunities close by.

#### 3.4.5 Communication

We have continued to develop our website and enrich the amount of information it offers. This has resulted in increasing numbers of students accessing the website and contacting the Guildhouse via email. In turn, this has increased our capacity to communicate with our students at an extremely critical time and it has reduced our postage costs. In addition to all students receiving a termly Newsletter keeping them up to date with all Guildhouse news, we alert existing students to re-enrolment opportunities via email ensuring their continued involvement in their courses.

#### 3.4.6 Fundraising

The money raised from our fundraising events during the year 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

An enjoyable fundraising event successfully raised £2,070.84.

- The Annual Plant Sale

The Plant Sale, run in tandem with a clock competition, tombola, and raffle, raised a bumper £1,011.00 which gave a welcome boost to our general funds.

- The Prize Club

The Prize Club generated an income of £1,456 for the Guildhouse. Once again, we thank Prabha Mistry for organising this.



- Book Sales

During the year we sold donated books raising £252.50, in addition to money generated from book sales as part of the Christmas Fair.

- Online Shopping Giving

We are grateful to supporters who have nominated the Guildhouse as their chosen charity while shopping online at [www.easyfundraising.com](http://www.easyfundraising.com). This site makes a donation to us with each shop, at no cost to the shopper.

- Donations Website Button

Direct donations to the Guildhouse are always very much appreciated and valued. We have linked with CAF (Charities Aid Foundation) to enable us to take donations online via our website – [www.percival-guildhouse.co.uk](http://www.percival-guildhouse.co.uk). With 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: 19/2/2024-----

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<br>Mr J.Lawton<br>Mrs A.Lewis-Jones   | Mr M.J.Beare<br>Mr M.J.Brice<br>Mr P.H.Elliot              | Mr T.P.Cowhig<br>Mrs S.Winterton |
| Executive Committee               | (The Trustees of the Percival Guildhouse)   |  |                                  |
| Honorary Officers (also Trustees) | Chairman<br>Treasurer<br>Secretary  | Mrs Carin Jackson<br>Mr David Thomson<br>Ms Clare Turnbull |                                  |
| Trustees                          | Mr Steve Becker<br>Mr Rob Close<br>Mr Ralph De La Croix<br>Mrs Elizabeth Pichon<br>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 Matthew's 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 <sup>rd</sup> March 2006. It is constituted as an unincorporated association of its members. |  |                                  |



## APPENDIX II

### STAFF LIST

|                              |  |
|------------------------------|--|
| <b>Office Staff:</b>         |  |
| Centre Manager               | Mrs Sarah Gall                                       |
| Administrator                | Mrs Prabha Mistry                                    |
| Administrator and Bookkeeper | Mrs Fiona Pedley                                     |
| <b>Caretakers</b>            | Mrs Tatjana Sentereva<br>Mr Joaquim Batista Da Silva |

The Percival Guildhouse

Statement of Financial Activities for the Period 1 August 2022 to 31 July 2023

|  | Notes | Unrestricted<br>£ | 2023<br>Total<br>Funds<br>£ | 2022<br>Total<br>Funds<br>£ |
|--|-------|-------------------|-----------------------------|-----------------------------|
| <b>Incoming Resources</b>  |       |                   |                             |                             |
| Donations & legacies   | 2     | 3,342             | 3,342                       | 12,397                      |
| Grants & sponsorship   | 3     | 11,360            | 11,360                      | 32,500                      |
| Class Fees & Hire of Rooms   | 4     | 145,492           | 145,492                     | 136,331                     |
| Other Income from Charitable Activities                            | 5     | 6,139             | 6,139                       | 8,974                       |
| Fund Raising Activities  | 6     | 6,046             | 6,046                       | 4,888                       |
| Interest Receivable  |       | 678               | 678                         | 80                          |
| Other Incoming Resources   | 7     | <u>92</u>         | <u>92</u>                   | <u>33,117</u>               |
| <b>Total Incoming Resources</b>                                    |       | <b>173,149</b>    | <b>173,149</b>              | <b>228,827</b>              |
| <b>Less: Cost of Fund Raising Activities</b>                       | 6     | <u>(922)</u>      | <u>(922)</u>                | <u>(970)</u>                |
| <b>Net Incoming Resources Available for Charitable Application</b> |       | <u>172,227</u>    | <u>172,227</u>              | <u>227,317</u>              |
| <b>Resources Expended:</b>   |       |                   |                             |                             |
| Charitable   | 8     | (197,446)         | (197,446)                   | (192,477)                   |
| Governance Costs   | 9     | (18,467)          | (18,467)                    | (15,696)                    |
| <b>Total Resources Expended</b>                                    |       | <u>(215,913)</u>  | <u>(215,913)</u>            | <u>(208,173)</u>            |
| Net Income/(Expenditure) for year                                  |       | (43,686)          | (43,686)                    | 19,144                      |
| Total Funds brought forward  |       | <u>192,917</u>    | <u>192,917</u>              | <u>173,773</u>              |
| Total Funds carried forward  |       | <u>149,231</u>    | <u>149,231</u>              | <u>192,917</u>              |

The Percival Guildhouse

Statement of Financial Position as at 31 July 2023

|                             | Notes | 2023          |                       | 2022           |                       |
|-----------------------------|-------|---------------|-----------------------|----------------|-----------------------|
|                             |       | £             | £                     | £              | £                     |
| Fixed Assets:               |       |               |                       |                |                       |
| Tangible Assets             | 12    |               | 71,196                |                | 75,748                |
| <b>Current Assets</b>       |       |               |                       |                |                       |
| Stock                       |       | 942           |                       | 193            |                       |
| Debtors                     | 13    | 7,742         |                       | 6,458          |                       |
| Deposits                    |       | 34,550        |                       | 34,412         |                       |
| Cash At Bank and In Hand    |       | <u>37,242</u> |                       | <u>78,923</u>  |                       |
|                             |       | <u>80,476</u> |                       | <u>119,986</u> |                       |
| <b>LESS:</b>                |       |               |                       |                |                       |
| <b>Current Liabilities:</b> |       |               |                       |                |                       |
| Creditors & Accruals        | 14    | <u>2,441</u>  |                       | <u>2,817</u>   |                       |
| Net Current Assets          |       |               | <u>78,035</u>         |                | <u>117,169</u>        |
| <b>Net Assets</b>           | 15    |               | <u><b>149,231</b></u> |                | <u><b>192,917</b></u> |
| <b>Funds:</b>               |       |               |                       |                |                       |
| Unrestricted Funds          | 16    |               | 86,508                |                | 130,194               |
| Designated Funds            | 17    |               | <u>62,723</u>         |                | <u>62,723</u>         |
| <b>Total Funds</b>          |       |               | <u><b>149,231</b></u> |                | <u><b>192,917</b></u> |

Signed.....

C Jackson

Hon Chairman

Date.....

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 2022
- 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 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 50%).
- 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 effects of Covid 19 and price inflation it may take a while for it to be achieved.

2. Donations and legacies

|                             | 2023         | 2022          |
|-----------------------------|--------------|---------------|
|                             | £            | £             |
| Legacies received           | 0            | 2,000         |
| Donations and subscriptions | 2,751        | 6,997         |
| Income tax recovered        | 591          | 3,400         |
|                             | <u>3,342</u> | <u>12,397</u> |

3. Grants & Sponsorship

Unrestricted  
£

Grants were received during the accounting period as follows:

|  |               |
|--|---------------|
| Sir Edward Boughton Long Lawford Charity | 2,000         |
| Westham House Fund                       | 6,360         |
| Leicester & Rutland Community Foundation | 3,000         |
|  | <u>11,360</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

|  | 2023           | 2022           |
|--|----------------|----------------|
|  | £              | £              |
| a) Income (net of any fee remission granted)                 |                |                |
| i) Class fees  | 143,756        | 134,608        |
| ii) From hire of rooms (in accordance with charitable aims)  | <u>1,736</u>   | <u>1,723</u>   |
|  | <u>145,492</u> | <u>136,331</u> |
| b) Fee Remission granted from Guildhouse Funds               | 2023           | 2022           |
| i) Number of students on PGH courses receiving fee remission | 54             | 42             |
| ii) Total amount of fee remission given:                     | £3,949         | £2,810         |

5. Other Income from Charitable Activities

|                      | 2023         | 2022         |
|----------------------|--------------|--------------|
|                      | £            | £            |
| a) Property Rentals: | 2,724        | 2,724        |
| b) Refreshments      | <u>3,415</u> | <u>6,250</u> |
|                      | <u>6,139</u> | <u>8,974</u> |

6. Fund Raising Events

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

| Event          | Costs        | 2023<br>Income | Net          | 2022<br>Net  |
|----------------|--------------|----------------|--------------|--------------|
|                | £            | £              | £            | £            |
| Plant sale     |              | 1,011          | 1,011        | 734          |
| Christmas Fair |              | 2,071          | 2,071        | 888          |
| Christmas Quiz |              | 106            | 106          |              |
| Book Box       |              | 253            | 253          | 184          |
| Prize Draw     | (922)        | 2,378          | 1,456        | 1,970        |
| Miscellaneous  |              | 227            | 227          | 142          |
|                | <u>(922)</u> | <u>6,046</u>   | <u>5,124</u> | <u>3,918</u> |

| 7. Other Incoming Resources                 | 2023      | 2022          |
|---|-----------|---------------|
|   | £         | £             |
| a) Insurance claim re business interruption |           | 33,088        |
| b) Sundry receipts                          | 92        | 29            |
|   | <u>92</u> | <u>33,117</u> |

## 8. CHARITABLE EXPENDITURE

| a) Programme Provision Expenses                       | 2023               | 2022               |
|---|--------------------|--------------------|
|   | £                  | £                  |
| i) Programme Publicity                                | 4,163              | 2,994              |
| ii) Tutors Fees & Class Expenses                      | 85,352             | 82,268             |
| iii) Depreciation                                     | 4,892              | 4,843              |
| iv) Office Staff Wages & Employers National Insurance | 50,123             | 44,716             |
| v) Professional fees                                  | 485                | 268                |
| vi) Office Expenses                                   | 5,071              | 4,517              |
|   | <u>150,086</u>     | <u>139,606</u>     |
| <br>b) Running and Maintenance Costs for Building     | <br>2023           | <br>2022           |
|   | £                  | £                  |
| i) Insurance  | 3,798              | 2,517              |
| ii) Repairs, Renewals and Decorations                 | 5,340              | 6,132              |
| iii) Utilities (Heat, Light, Water, Phone)            | 6,602              | 9,411              |
| iv) Care taking and Catering Staff Wages              | 27,627             | 30,903             |
| v) Kitchen Expenses                                   | 2,642              | 2,991              |
| vi) Depreciation                                      | 382                | 381                |
| vii) Professional fees                                | 969                | 536                |
|   | <u>47,360</u>      | <u>52,871</u>      |
| <br>Total Charitable Expenditure                      | <br><u>197,446</u> | <br><u>192,477</u> |

| 9. GOVERNANCE COSTS                                  | 2023          | 2022          |
|--|---------------|---------------|
|  | £             | £             |
| a) Office Staff Wages & Employers National Insurance | 12,531        | 11,179        |
| b) Office Expenses                                   | 1,268         | 1,129         |
| c) Depreciation                                      | 276           | 226           |
| d) Insurance   | 3,367         | 2,233         |
| e) Professional Fees                                 | 161           | 89            |
| f) Independent Examination Fee                       | 864           | 840           |
|  | <u>18,467</u> | <u>15,696</u> |

## 10. EMPLOYEES REMUNERATION

a) Total remuneration for the year amounted to £90,281 (2022 £86,798). 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; | 2023 | 2022 |
|--|------|------|
| Office Staff:                              | 3    | 3    |
| Caretaking Staff:                          | 2    | 2    |
| Catering Staff:                            | -    | 1    |

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

- i. Organising and administering the programme in accordance with the charitable aims of the Percival Guildhouse (80% of total) and
- ii. The administration and management of the Percival Guildhouse (20% of total) which is included 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 &<br>Original<br>Furnishings | Lift          | Office Fittings<br>& Equipment | Classroom<br>Equipment | Catering<br>and other<br>equipment | Total          |
|--------------------------------|---------------------------------------|---------------|--------------------------------|------------------------|------------------------------------|----------------|
|                                | £                                     | £             | £                              | £                      | £                                  | £              |
| Cost                           |                                       |               |                                |                        |                                    |                |
| At 1 <sup>st</sup> August 2022 | 2,343                                 | 68,418        | 12,060                         | 18,571                 | 20,251                             | 121,643        |
| Additions                      | <u>0</u>                              | <u>0</u>      | <u>998</u>                     | <u>0</u>               | <u>0</u>                           | <u>998</u>     |
| At 31 <sup>st</sup> July 2022  | <u>2,343</u>                          | <u>68,418</u> | <u>13,058</u>                  | <u>18,571</u>          | <u>20,251</u>                      | <u>122,641</u> |
| Depreciation                   |                                       |               |                                |                        |                                    |                |
| At 1 <sup>st</sup> August 2022 | 0                                     | 5,473         | 9,195                          | 14,900                 | 16,327                             | 45,895         |
| Charge for year                | <u>0</u>                              | <u>2,737</u>  | <u>552</u>                     | <u>1,499</u>           | <u>762</u>                         | <u>5,550</u>   |
| At 31 <sup>st</sup> July 2023  | <u>0</u>                              | <u>8,210</u>  | <u>9,747</u>                   | <u>16,399</u>          | <u>17,089</u>                      | <u>51,445</u>  |
| Net Book Value                 |                                       |               |                                |                        |                                    |                |
| At 31 <sup>st</sup> July 2023  | <u>2,343</u>                          | <u>60,208</u> | <u>3,311</u>                   | <u>2,172</u>           | <u>3,162</u>                       | <u>71,196</u>  |
| At 31 <sup>st</sup> 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>  |

# 13. DEBTORS

|                | 2023         | 2022         |
|----------------|--------------|--------------|
|                | £            | £            |
| Sundry debtors | 1,834        | 1,716        |
| Prepayments    | <u>5,908</u> | <u>4,742</u> |
|                | <u>7,742</u> | <u>6,458</u> |

# 14. CURRENT LIABILITIES

|                                     | 2023         | 2022         |
|-------------------------------------|--------------|--------------|
|                                     | £            | £            |
| Amounts falling due within one year |              |              |
| Accruals and deferred income        | <u>2,441</u> | <u>2,817</u> |

# 15. SUMMARY OF NET ASSETS BY FUNDS

|                       | General<br>Purposes<br>£ | Designated<br>£ | 2023<br>Total<br>£ | 2022<br>Total<br>£ |
|-----------------------|--------------------------|-----------------|--------------------|--------------------|
| Tangible fixed assets | 71,196                   | 0               | 71,196             | 75,748             |
| Net current assets    | <u>15,312</u>            | <u>62,723</u>   | <u>78,035</u>      | <u>117,169</u>     |
|                       | <u>86,508</u>            | <u>62,723</u>   | <u>149,231</u>     | <u>192,917</u>     |

# 16. UNRESTRICTED FUNDS

|                                       | 2023<br>£     | 2022<br>£      |
|---------------------------------------|---------------|----------------|
| <u>General Purpose Fund</u>           |               |                |
| Balance at 1 <sup>st</sup> August     | 130,194       | 110,275        |
| Net income/(expenditure) for the year | (43,686)      | 19,144         |
| Transfer from Designated Funds        | -             | 775            |
| Balance at 31 <sup>st</sup> July      | <u>86,508</u> | <u>130,194</u> |

# 17. DESIGNATED FUNDS

|  | 2023<br>£     | 2022<br>£     |
|--|---------------|---------------|
| <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 <sup>st</sup> August  | 53,148        | 53,148        |
| Transfers to General Purpose Fund  | -             | -             |
| Balance at 31 <sup>st</sup> 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 <sup>st</sup> July   | 9,575         | 10,350        |
| Transfers to General Purpose Fund  | -             | (775)         |
| Balance at 31 <sup>st</sup> July   | <u>9,575</u>  | <u>9,575</u>  |
| Total Designated Funds   | <u>62,723</u> | <u>62,723</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 2023, 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 2022 (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.

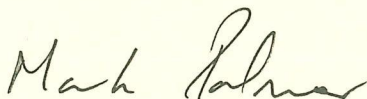
**Independent examiner's statement**

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 7 February 2024



| Day    | Course Code | Course Title  | Autumn    |           | Spring    |           | Summer    |           |
|--------|-------------|---|-----------|-----------|-----------|-----------|-----------|-----------|
|        |             |   | Meetings: | Students: | Meetings: | Students: | Meetings: | Students: |
| Monday | 101AU22     | FRENCH EXPERIENCE INTERMEDIATE LEVEL 2                      | 12        | 9         |           |           |           |           |
| Monday | 101SP23     | FRENCH EXPERIENCE INTERMEDIATE LEVEL 2                      |           |           | 10        | 9         |           |           |
| Monday | 101SU23     | FRENCH EXPERIENCE INTERMEDIATE LEVEL 2                      |           |           |           |           | 8         | 8         |
| Monday | 104AU22     | GERMAN ADVANCED   | 12        | 7         |           |           |           |           |
| Monday | 104SP23     | GERMAN ADVANCED   |           |           | 10        | 8         |           |           |
| Monday | 104SU23     | GERMAN ADVANCED   |           |           |           |           | 8         | 7         |
| Monday | 105AU22     | ITALIAN BEGINNERS CONTINUATION                              | 12        | 7         |           |           |           |           |
| Monday | 105SP23     | ITALIAN BEGINNERS +   |           |           | 10        | 6         |           |           |
| Monday | 105SU23     | ITALIAN BEGINNERS +   |           |           |           |           | 9         | 8         |
| Monday | 108AU22     | SPANISH IMPROVERS LEVEL 1+                                  | 12        | 8         |           |           |           |           |
| Monday | 108SP23     | SPANISH IMPROVERS LEVEL 2                                   |           |           | 10        | 10        |           |           |
| Monday | 108SU23     | SPANISH IMPROVERS LEVEL 2+                                  |           |           |           |           | 8         | 8         |
| Monday | 109AU22     | SPANISH IMPROVERS LEVEL 3+                                  | 11        | 5         |           |           |           |           |
| Monday | 109SP23     | SPANISH INTERMEDIATE 1                                      |           |           | 9         | 5         |           |           |
| Monday | 109SU23     | SPANISH INTERMEDIATE 1                                      |           |           |           |           | 6         | 5         |
| Monday | 110AU22     | MOVING TOWARDS WAR; BRITAIN IN THE 1930'S                   | 12        | 15        |           |           |           |           |
| Monday | 110SP23     | BRITAIN AND THE STRUGGLE FOR SURVIVAL 1939-1941             |           |           | 10        | 18        |           |           |
| Monday | 110SU23     | BRITAIN 1940-1942 - WORLD WAR TWO: THE CONFLICT INTENSIFIES |           |           |           |           | 9         | 18        |
| Monday | 111AU22     | THREE OPERAS, FROM THREE DIFFERENT PERIODS                  | 12        | 12        |           |           |           |           |
| Monday | 111SP23     | FOUR OPERAS WITH ITALIAN CONNECTIONS                        |           |           | 10        | 10        |           |           |
| Monday | 111SU23     | OPERA: THREE CONTRASTING WORKS                              |           |           |           |           | 9         | 8         |
| Monday | 112AU22     | WATERCOLOURS FOR BEGINNERS                                  | 11        | 10        |           |           |           |           |
| Monday | 112SP23     | WATERCOLOURS FOR BEGINNERS                                  |           |           | 10        | 10        |           |           |
| Monday | 112SU23     | WATERCOLOURS FOR BEGINNERS                                  |           |           |           |           | 9         | 10        |
| Monday | 113AU22     | LEARN TO DRAW   | 11        | 9         |           |           |           |           |
| Monday | 113SP23     | LEARN TO DRAW   |           |           | 10        | 8         |           |           |
| Monday | 113SU23     | LEARN TO DRAW   |           |           |           |           | 9         | 8         |
| Monday | 114AU22     | ACRYLICS  | 11        | 12        |           |           |           |           |
| Monday | 114SP23     | ACRYLICS  |           |           | 10        | 11        |           |           |
| Monday | 114SU23     | ACRYLICS  |           |           |           |           | 9         | 11        |
| Monday | 116AU22     | UPHOLSTERY  | 12        | 12        |           |           |           |           |
| Monday | 116SP23     | UPHOLSTERY  |           |           | 10        | 12        |           |           |
| Monday | 116SU23     | UPHOLSTERY  |           |           |           |           | 8         | 12        |
| Monday | 117AU22     | EMBROIDERY CIRCLE   | 12        | 13        |           |           |           |           |
| Monday | 117SP23     | EMBROIDERY CIRCLE   |           |           | 10        | 13        |           |           |

This report does not include cancelled Courses or Full and Full minus £10 students refunds



| Day     | Course Code | Course Title  | Autumn    |           | Spring    |           | Summer    |           |
|---------|-------------|---|-----------|-----------|-----------|-----------|-----------|-----------|
|         |             |   | Meetings: | Students: | Meetings: | Students: | Meetings: | Students: |
| Monday  | 117SU23     | EMBROIDERY CIRCLE   |           |           |           |           | 9         | 13        |
| Monday  | 118AU22     | NEW TESTAMENT GREEK                                       | 12        | 3         |           |           |           |           |
| Monday  | 118SP23     | NEW TESTAMENT GREEK                                       |           |           | 10        | 4         |           |           |
| Monday  | 118SU23     | NEW TESTAMENT GREEK                                       |           |           |           |           | 9         | 4         |
| Monday  | 119SU23     | GUIDED MEDITATION FOR EVERYONE                            |           |           |           |           | 8         | 10        |
| Monday  | 212SU23     | TRADITIONAL WOODCARVING                                   |           |           |           |           | 7         | 7         |
| 14      | 702SU23     | CREATIVE WRITING - PUT IT ON THE PAGE!                    |           |           |           |           | 3         | 7         |
| Tuesday | 202AU22     | PARLONS-EN ADVANCED LEVEL 2                               | 12        | 6         |           |           |           |           |
| Tuesday | 202SP23     | PARLONS-EN ADVANCED LEVEL 2                               |           |           | 10        | 5         |           |           |
| Tuesday | 202SU23     | PARLONS-EN ADVANCED LEVEL 2                               |           |           |           |           | 8         | 5         |
| Tuesday | 203AU22     | GERMAN INTERMEDIATE LEVEL 2                               | 12        | 7         |           |           |           |           |
| Tuesday | 203SP23     | GERMAN INTERMEDIATE LEVEL 2                               |           |           | 10        | 4         |           |           |
| Tuesday | 203SU23     | GERMAN INTERMEDIATE LEVEL 2                               |           |           |           |           | 10        | 5         |
| Tuesday | 204AU22     | SPANISH BEGINNERS CONTINUATION                            | 10        | 4         |           |           |           |           |
| Tuesday | 205AU22     | SHAKESPEARE GROUP   | 10        | 11        |           |           |           |           |
| Tuesday | 205SP23     | SHAKESPEARE GROUP   |           |           | 10        | 13        |           |           |
| Tuesday | 205SU23     | SHAKESPEARE GROUP   |           |           |           |           | 10        | 13        |
| Tuesday | 206AU22     | WRITE THE STORY OF YOUR LIFE                              | 12        | 12        |           |           |           |           |
| Tuesday | 206SP23     | WRITE THE STORY OF YOUR LIFE                              |           |           | 10        | 12        |           |           |
| Tuesday | 206SU23     | WRITE THE STORY OF YOUR LIFE                              |           |           |           |           | 10        | 10        |
| Tuesday | 208AU22     | ASPECTS OF THE BRITISH EMPIRE 1857-1947: A CHANGING VISTA | 12        | 16        |           |           |           |           |
| Tuesday | 208SP23     | ASPECTS OF BRITISH SOCIAL HISTORY 1945-1979               |           |           | 10        | 16        |           |           |
| Tuesday | 208SU23     | THE DUTCH GOLDEN AGE: AN INTRODUCTION                     |           |           |           |           | 10        | 12        |
| Tuesday | 209AU22     | PAINTING PORTRAITS, MORE THAN A PHOTOGRAPH                | 12        | 8         |           |           |           |           |
| Tuesday | 209SP23     | PAINTING PORTRAITS, MORE THAN A PHOTOGRAPH                |           |           | 10        | 8         |           |           |
| Tuesday | 209SU23     | PAINTING PORTRAITS, MORE THAN A PHOTOGRAPH                |           |           |           |           | 10        | 7         |
| Tuesday | 210AU22     | STILL LIFE DRAWING  | 12        | 7         |           |           |           |           |
| Tuesday | 210SP23     | STILL LIFE DRAWING  |           |           | 10        | 6         |           |           |
| Tuesday | 210SU23     | STILL LIFE DRAWING  |           |           |           |           | 10        | 5         |
| Tuesday | 211AU22     | WATERCOLOURS FOR ALL                                      | 12        | 6         |           |           |           |           |
| Tuesday | 211SP23     | WATERCOLOURS FOR ALL                                      |           |           | 10        | 6         |           |           |
| Tuesday | 211SU23     | WATERCOLOURS FOR ALL                                      |           |           |           |           | 10        | 6         |
| Tuesday | 212AU22     | WOODCARVING   | 6         | 8         |           |           |           |           |
| Tuesday | 213AU22     | PILATES FOR OSTEOPOROSIS/BACK CARE                        | 11        | 10        |           |           |           |           |
| Tuesday | 213SP23     | PILATES FOR OSTEOPOROSIS/BACK CARE                        |           |           | 10        | 10        |           |           |

This report does not include cancelled Courses or Full and Full minus £10 students refunds



| Day       | Course Code | Course Title                       | Autumn    |           | Spring    |           | Summer    |           |
|-----------|-------------|------------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|
|           |             |                                    | Meetings: | Students: | Meetings: | Students: | Meetings: | Students: |
| Tuesday   | 213SU23     | PILATES FOR OSTEOPOROSIS/BACK CARE |           |           |           |           | 9         | 8         |
| Tuesday   | 217SP23     | AN INTRODUCTION TO HERBAL MEDICINE |           |           | 10        | 8         |           |           |
| Tuesday   | 218SU23     | WRITE THE STORY OF YOUR LIFE       |           |           |           |           | 10        | 7         |
| Tuesday   | 701SU23     | LINOCUT                            |           |           |           |           | 1         | 8         |
| Wednesday | 301AU22     | ON Y VA INTERMEDIATE LEVEL 2       | 12        | 8         |           |           |           |           |
| Wednesday | 301SP23     | ON Y VA INTERMEDIATE LEVEL 2       |           |           | 10        | 7         |           |           |
| Wednesday | 301SU23     | ON Y VA INTERMEDIATE LEVEL 2       |           |           |           |           | 10        | 7         |
| Wednesday | 302AU22     | GERMAN INTERMEDIATE LEVEL 3        | 12        | 9         |           |           |           |           |
| Wednesday | 302SP23     | GERMAN INTERMEDIATE LEVEL 3        |           |           | 10        | 9         |           |           |
| Wednesday | 302SU23     | GERMAN INTERMEDIATE LEVEL 3        |           |           |           |           | 10        | 9         |
| Wednesday | 303AU22     | ITALIAN IMPROVERS LEVEL 2          | 12        | 7         |           |           |           |           |
| Wednesday | 303SP23     | ITALIAN IMPROVERS LEVEL 2          |           |           | 10        | 9         |           |           |
| Wednesday | 303SU23     | ITALIAN IMPROVERS LEVEL 2          |           |           |           |           | 10        | 9         |
| Wednesday | 306AU22     | FROM PAGE TO SCREEN: THREE NOVELS  | 12        | 6         |           |           |           |           |
| Wednesday | 306SP23     | FROM PAGE TO SCREEN: THREE NOVELS  |           |           | 10        | 7         |           |           |
| Wednesday | 306SU23     | FROM PAGE TO SCREEN: THREE NOVELS  |           |           |           |           | 10        | 8         |
| Wednesday | 308AU22     | PAINTING FOR PLEASURE              | 12        | 12        |           |           |           |           |
| Wednesday | 308SP23     | PAINTING FOR PLEASURE              |           |           | 10        | 12        |           |           |
| Wednesday | 308SU23     | PAINTING FOR PLEASURE              |           |           |           |           | 10        | 13        |
| Wednesday | 309AU22     | WATERCOLOUR WORKSHOP               | 12        | 6         |           |           |           |           |
| Wednesday | 309SP23     | WATERCOLOUR WORKSHOP               |           |           | 10        | 7         |           |           |
| Wednesday | 309SU23     | WATERCOLOUR WORKSHOP               |           |           |           |           | 10        | 5         |
| Wednesday | 310AU22     | WATERCOLOUR WORKSHOP               | 12        | 13        |           |           |           |           |
| Wednesday | 310SP23     | WATERCOLOUR WORKSHOP               |           |           | 10        | 10        |           |           |
| Wednesday | 310SU23     | WATERCOLOUR WORKSHOP               |           |           |           |           | 10        | 11        |
| Wednesday | 312AU22     | WEDNESDAY WATERCOLOURS             | 12        | 12        |           |           |           |           |
| Wednesday | 312SP23     | WEDNESDAY WATERCOLOURS             |           |           | 10        | 11        |           |           |
| Wednesday | 312SU23     | WEDNESDAY WATERCOLOURS             |           |           |           |           | 10        | 10        |
| Wednesday | 313AU22     | SEWING AND DRESSMAKING             | 12        | 12        |           |           |           |           |
| Wednesday | 313SP23     | SEWING AND DRESSMAKING             |           |           | 10        | 7         |           |           |
| Wednesday | 313SU23     | SEWING AND DRESSMAKING             |           |           |           |           | 10        | 10        |
| Wednesday | 314AU22     | LATIN FOR BEGINNERS                | 12        | 6         |           |           |           |           |
| Thursday  | 401AU22     | WELSH (YEAR 2)                     | 11        | 5         |           |           |           |           |
| Thursday  | 401SP23     | WELSH (YEAR 2)                     |           |           | 10        | 4         |           |           |
| Thursday  | 402AU22     | ALLONS-Y! INTERMEDIATE LEVEL 4     | 12        | 8         |           |           |           |           |

This report does not include cancelled Courses or Full and Full minus £10 students refunds



| Day      | Course Code | Course Title                            | Autumn    |           | Spring    |           | Summer    |           |
|----------|-------------|---|-----------|-----------|-----------|-----------|-----------|-----------|
|          |             |   | Meetings: | Students: | Meetings: | Students: | Meetings: | Students: |
| Thursday | 402SP23     | ALLONS-Y! INTERMEDIATE LEVEL 4          |           |           | 10        | 8         |           |           |
| Thursday | 402SU23     | ALLONS-Y! INTERMEDIATE LEVEL 4          |           |           |           |           | 10        | 8         |
| Thursday | 403AU22     | EN ROUTE ADVANCED LEVEL 1               | 12        | 7         |           |           |           |           |
| Thursday | 403SP23     | EN ROUTE ADVANCED LEVEL 1               |           |           | 10        | 7         |           |           |
| Thursday | 403SU23     | EN ROUTE ADVANCED LEVEL 1               |           |           |           |           | 8         | 5         |
| Thursday | 404AU22     | SPANISH BEGINNERS                       | 11        | 6         |           |           |           |           |
| Thursday | 404SP23     | SPANISH BEGINNERS CONTINUATION          |           |           | 9         | 4         |           |           |
| Thursday | 404SU23     | SPANISH BEGINNERS CONTINUATION          |           |           |           |           | 8         | 5         |
| Thursday | 405AU22     | SPANISH IMPROVERS LEVEL 3+              | 12        | 8         |           |           |           |           |
| Thursday | 405SP23     | SPANISH IMPROVERS LEVEL 3+              |           |           | 10        | 6         |           |           |
| Thursday | 405SU23     | SPANISH IMPROVERS LEVEL 3+              |           |           |           |           | 9         | 6         |
| Thursday | 406AU22     | SPANISH INTERMEDIATE LEVEL 3+           | 12        | 7         |           |           |           |           |
| Thursday | 406SP23     | SPANISH INTERMEDIATE LEVEL 3+           |           |           | 10        | 7         |           |           |
| Thursday | 406SU23     | SPANISH INTERMEDIATE LEVEL 3+           |           |           |           |           | 9         | 7         |
| Thursday | 407AU22     | INTERMEDIATE LATIN                      | 12        | 6         |           |           |           |           |
| Thursday | 407SP23     | INTERMEDIATE LATIN                      |           |           | 10        | 6         |           |           |
| Thursday | 408AU22     | CREATIVE WRITING                        | 12        | 12        |           |           |           |           |
| Thursday | 408SP23     | CREATIVE WRITING                        |           |           | 10        | 12        |           |           |
| Thursday | 408SU23     | CREATIVE WRITING                        |           |           |           |           | 10        | 12        |
| Thursday | 409AU22     | JOURNEY INTO POETRY                     | 12        | 9         |           |           |           |           |
| Thursday | 409SP23     | JOURNEY INTO POETRY                     |           |           | 10        | 9         |           |           |
| Thursday | 409SU23     | JOURNEY INTO POETRY                     |           |           |           |           | 10        | 8         |
| Thursday | 410AU22     | PILATES IMPROVERS                       | 11        | 10        |           |           |           |           |
| Thursday | 410SP23     | PILATES IMPROVERS                       |           |           | 10        | 10        |           |           |
| Thursday | 410SU23     | PILATES IMPROVERS                       |           |           |           |           | 9         | 9         |
| Thursday | 411AU22     | PILATES ALL LEVELS                      | 11        | 10        |           |           |           |           |
| Thursday | 411SP23     | PILATES ALL LEVELS                      |           |           | 10        | 10        |           |           |
| Thursday | 411SU23     | PILATES ALL LEVELS                      |           |           |           |           | 9         | 10        |
| Thursday | 414AU22     | EXPLORING GOLDWORK EMBROIDERY           | 6         | 4         |           |           |           |           |
| Thursday | 416AU22     | DELVE DEEPER PHOTOGRAPHY                | 12        | 7         |           |           |           |           |
| Thursday | 416SP23     | DELVE DEEPER PHOTOGRAPHY                |           |           | 10        | 5         |           |           |
| Thursday | 416SU23     | DELVE DEEPER PHOTOGRAPHY                |           |           |           |           | 10        | 6         |
| Thursday | 417SP23     | FOCUS ON FASHION & TEXTILES 1900 - 1980 |           |           | 2         | 7         |           |           |
| Thursday | 418SU23     | DIGITAL PHOTOGRAPHY FOR BEGINNERS       |           |           |           |           | 10        | 5         |
| Friday   | 106AU22     | ITALIAN IMPROVERS LEVEL 2               | 12        | 8         |           |           |           |           |

This report does not include cancelled Courses or Full and Full minus £10 students refunds



| Day      | Course Code | Course Title                               | Autumn    |           | Spring    |           | Summer    |           |
|----------|-------------|--|-----------|-----------|-----------|-----------|-----------|-----------|
|          |             |  | Meetings: | Students: | Meetings: | Students: | Meetings: | Students: |
| Friday   | 107AU22     | ITALIAN INTERMEDIATE LEVEL 4               | 12        | 7         |           |           |           |           |
| Friday   | 502AU22     | SPANISH ADVANCED LEVEL 4                   | 12        | 8         |           |           |           |           |
| Friday   | 502SP23     | SPANISH ADVANCED LEVEL 4                   |           |           | 10        | 7         |           |           |
| Friday   | 502SU23     | SPANISH ADVANCED LEVEL 4                   |           |           |           |           | 10        | 7         |
| Friday   | 503AU22     | IMPROVERS' LATIN                           | 12        | 3         |           |           |           |           |
| Friday   | 503SP23     | IMPROVERS' LATIN                           |           |           | 10        | 5         |           |           |
| Friday   | 503SU23     | IMPROVERS' LATIN                           |           |           |           |           | 10        | 8         |
| Friday   | 504AU22     | WRITE THE STORY OF YOUR LIFE               | 12        | 8         |           |           |           |           |
| Friday   | 504SP23     | WRITE THE STORY OF YOUR LIFE               |           |           | 10        | 7         |           |           |
| Friday   | 505AU22     | ART WORKSHOP                               | 12        | 11        |           |           |           |           |
| Friday   | 505SP23     | ART WORKSHOP                               |           |           | 10        | 11        |           |           |
| Friday   | 505SU23     | ART WORKSHOP                               |           |           |           |           | 10        | 8         |
| Friday   | 506AU22     | SEWING AND DRESSMAKING                     | 12        | 9         |           |           |           |           |
| Friday   | 506SP23     | SEWING AND DRESSMAKING                     |           |           | 10        | 5         |           |           |
| Friday   | 507AU22     | HATHA YOGA FOR EVERYONE                    | 10        | 9         |           |           |           |           |
| Friday   | 507SP23     | HATHA YOGA FOR EVERYONE                    |           |           | 10        | 10        |           |           |
| Friday   | 507SU23     | HATHA YOGA FOR EVERYONE                    |           |           |           |           | 8         | 9         |
| Friday   | 508AU22     | HATHA YOGA FOR EVERYONE                    | 10        | 7         |           |           |           |           |
| Friday   | 508SP23     | HATHA YOGA FOR EVERYONE                    |           |           | 10        | 9         |           |           |
| Friday   | 508SU23     | HATHA YOGA FOR EVERYONE                    |           |           |           |           | 8         | 8         |
| Friday   | 509AU22     | GUIDED MEDITATION FOR EVERYONE             | 10        | 11        |           |           |           |           |
| Friday   | 509SP23     | GUIDED MEDITATION FOR EVERYONE             |           |           | 10        | 11        |           |           |
| Friday   | 509SU23     | GUIDED MEDITATION FOR EVERYONE             |           |           |           |           | 8         | 10        |
| Friday   | 510AU22     | GUIDED MEDITATION FOR EVERYONE             | 10        | 10        |           |           |           |           |
| Friday   | 510SP23     | GUIDED MEDITATION FOR EVERYONE             |           |           | 10        | 11        |           |           |
| Friday   | 510SU23     | GUIDED MEDITATION FOR EVERYONE             |           |           |           |           | 8         | 11        |
| Friday   | 511SP23     | ITALIAN IMPROVERS LEVEL 2                  |           |           | 10        | 8         |           |           |
| Friday   | 511SU23     | ITALIAN IMPROVERS LEVEL 2                  |           |           |           |           | 9         | 8         |
| Friday   | 512SP23     | ITALIAN INTERMEDIATE LEVEL 4               |           |           | 10        | 7         |           |           |
| Friday   | 512SU23     | ITALIAN INTERMEDIATE LEVEL 4               |           |           |           |           | 9         | 7         |
| Friday   | 703SU23     | HOW TO BE AN AMATEUR HERBALIST             |           |           |           |           | 1         | 14        |
| Saturday | 601AU22     | ABSTRACT PAINTING                          | 1         | 10        |           |           |           |           |
| Saturday | 601SU23     | LIFE DRAWING                               |           |           |           |           | 1         | 7         |
| Saturday | 602SP23     | PLAITED, TWINED AND WOVEN HEDGEROW BASKETS |           |           | 1         | 9         |           |           |
| Saturday | 603SP23     | WILLIAM KENT                               |           |           | 1         | 18        |           |           |

This report does not include cancelled Courses or Full and Full minus £10 students refunds



| Day                     | Course Code | Course Title                                      | Autumn    |           | Spring    |           | Summer    |           |
|-------------------------|-------------|---|-----------|-----------|-----------|-----------|-----------|-----------|
|                         |             |   | Meetings: | Students: | Meetings: | Students: | Meetings: | Students: |
| Saturday                | 603SU23     | BESS OF HARDWICK AND HARDWICK HALL                |           |           |           |           | 1         | 18        |
| Saturday                | 604AU22     | CANAL HISTORY AND HERITAGE                        | 1         | 11        |           |           |           |           |
| Saturday                | 604SP23     | NEEDLE FELTING                                    |           |           | 1         | 10        |           |           |
| Saturday                | 605SU23     | NEEDLE FELTING                                    |           |           |           |           | 1         | 6         |
| Saturday                | 606AU22     | CROCHET DAYSCHOOL                                 | 1         | 10        |           |           |           |           |
| Saturday                | 606SU23     | BECOMING ACTIVE IN COMMUNITY ARCHAEOLOGY          |           |           |           |           | 1         | 8         |
| Saturday                | 607AU22     | GUITAR FOR BEGINNERS                              | 1         | 6         |           |           |           |           |
| Saturday                | 607SP23     | INDIAN HEAD MASSAGE                               |           |           | 1         | 11        |           |           |
| Saturday                | 608SP23     | HOW TO BE A HOME HERBALIST                        |           |           | 1         | 16        |           |           |
| Saturday                | 608SU23     | HOW TO SEARCH FOR YOUR ANCESTORS ONLINE           |           |           |           |           | 1         | 8         |
| Saturday                | 609AU22     | CHRISTMAS NEEDLE FELTING                          | 1         | 9         |           |           |           |           |
| Saturday                | 610AU22     | CANAL HISTORY AND HERITAGE                        | 1         | 13        |           |           |           |           |
| Saturday                | 611AU22     | PAINT YOUR PET                                    | 1         | 5         |           |           |           |           |
| Saturday                | 611SP23     | A BEGINNER'S GUIDE TO TRACING YOUR FAMILY HISTORY |           |           | 1         | 10        |           |           |
| Saturday                | 613SP23     | WATERCOLOUR FLOWERS                               |           |           | 1         | 10        |           |           |
| Saturday                | 616SP23     | MINDFULNESS TASTER FOR COMPLETE BEGINNERS         |           |           | 1         | 11        |           |           |
| Saturday                | 617SP23     | MINDFULNESS TASTER FOR COMPLETE BEGINNERS         |           |           | 1         | 11        |           |           |
| Saturday                | 620SP23     | MIXED MEDIA PAINTING                              |           |           | 1         | 5         |           |           |
| Saturday                | 621SP23     | AN INTRODUCTION TO TRACING YOUR IRISH ANCESTORS   |           |           | 1         | 14        |           |           |
| Number of Courses-(194) |             |   |           | 562       |           | 602       |           | 530       |



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# **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](http://www.percival-guildhouse.co.uk)

[contact@percival-guildhouse.co.uk](mailto:contact@percival-guildhouse.co.uk)

## **ANNUAL REPORT 2022/2023**

