

**Building Crafts  
College**

**Annual Report and  
Accounts**

30 June 2024

Charity Registration Number  
312856

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## Legal and administrative information

<b>Trustee</b>	The Worshipful Company of Carpenters
<b>Members of the Court</b>	
The Master	Dr L D G Grossman
Senior Warden	Mr L Mallinson
Middle Warden	Mr S Corbett (resigned 22 October 2023)
Middle Warden	Mr J W Preston (installed 6 March 2024)
Junior Warden	Mr J W Preston (until 6 March 2024)
Junior Warden	Vice Admiral P M Bennett (installed 6 March 2024)
	Mr V G Morton-Smith
	Mr W S Haynes
	Mr J A C Wheeler
	Mr M O P May
	Mr M R Mathews
	Mr H M Lancaster
	Mr M J Samuel
	Mr M R Mosley
	Mr M W F Felton
	Mr M H W Neal
	Mr A M Gregory-Smith
	Mrs R F Bower
	His Honour P W Birts KC
	The Lord Flight, of Worcester (emeritus from 3 December 2023)
	Mr M Morrison
	Brigadier M J Meardon
Deputy Master	Dr A Zimbler
<b>The Clerk</b>	Brigadier T J Gregson
<b>Deputy Clerk/Financial Controller</b>	Ms J L Brundell
<b>The College Principal</b>	Ms S L Bolingbroke
<b>College address</b>	Kennard Road Stratford London E15 1AH

## Legal and administrative information

<b>Registered address</b>	Carpenters' Hall Throgmorton Avenue London EC2N 2JJ
<b>Charity registration number</b>	312856
<b>Auditor</b>	Buzzacott LLP 130 Wood Street London EC2V 6DL
<b>Bankers</b>	C Hoare & Co 37 Fleet Street London EC4Y 1BT
<b>Investment advisors</b>	The Investments Committee of The Worshipful Company of Carpenters
<b>Solicitors</b>	Wedlake Bell LLP 71 Queen Victoria Street London EC4V 4AY
<b>Surveyors</b>	Daniel Watney LLP 165 Fleet Street London EC4A 2DW

The Trustee presents its statutory report together with the accounts of the Building Crafts College (the "charity") for the year ended 30 June 2024.

The accounts have been prepared in accordance with the accounting policies set out on pages 16 to 19 of the attached accounts and comply with the charity's constitution, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

The charity is governed by a constitution last revised on 7 March 2006.

The overall responsibility for the charity lies with the Trustee, The Worshipful Company of Carpenters as represented by the Master, Wardens and Court of Assistants, the members of which are listed on page 1. Under the charity's constitution certain responsibilities are delegated to the Governors who are appointed by The Worshipful Company of Carpenters. Responsibility for the day to day management of the College is delegated to the College Principal who reports to the Court of The Worshipful Company of Carpenters on a monthly basis.

The Trustee, The Worshipful Company of Carpenters, which performs its function as Trustee through its Court of Assistants, appoints its Assistants from within its members, of which normally one is inducted each year.

The Trustee has considerable experience of the charity through the Court of Assistants. This experience has been gathered over many years and the Court's knowledge of the workings of the charity is extensive. Further training has been given to members of the Court during the year and is made available where appropriate. Professional advice is always sought where required.

The key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis comprise the members of the Court of Assistants, the Governors, the Principal, the Deputy Principal and the Business Manager.

The remuneration of all staff, including the key management personnel, is reviewed each November, with changes implemented with effect from the following 1 January.

### ***Risk management***

The Trustee has assessed the major risks to which the charity is exposed, in particular those relating to the specific operational areas of the charity, its investments and its finances and has reviewed them on an annual basis. The Trustee believes that by ensuring controls exist over key financial systems, and by examining the operational and business risks faced by the charity, it has established effective systems to mitigate those risks.

**Structure, governance and management** (continued)

***Risk management*** (continued)

The key risks facing the College are as follows:

- ◆ Significant reputational damage, such as a poor Ofsted grading or safeguarding failure, might lead to the withdrawal of contracts and poor recruiting and retention. A failure to recruit to course targets at the start of the year is the greatest risk faced by the College. The only realistic remedial action is to launch fresh courses in January each year.
- ◆ Withdrawal of funding, either from the Worshipful Company of Carpenters or from government and other sources. The College guards against long term trends, such as the reduction in government funding for adults, by re-focussing course provision to match potential government income streams (hence the current emphasis on 16-18 year old learners and apprenticeships).
- ◆ Physical risk, such as fire or mechanical injury (Health & Safety). The Company has an insurance policy with the Livery Companies Mutual to protect the College against this risk.

These risks are reviewed constantly by the Governors and the Senior Management Team at the College.

***Connected charities and related parties***

The Worshipful Company of Carpenters is responsible for the management and administration of three other registered charities, details of which are given in note 17 to the accounts.

The College operates from premises leased from the Worshipful Company of Carpenters and from a connected charity, Carpenters' Company Charitable Trust. The College is dependent on the financial support of The Worshipful Company of Carpenters and receives a grant from Carpenters' Company Charitable Trust each year to ensure that its unrestricted income equals its unrestricted expenditure.

**Objectives and activities**

The aims of the charity are the promotion of education and training in the building and allied crafts and trades.

The charity fulfils its principal aims through the operation of a college known as the Building Crafts College (the 'College') which is based in Stratford, London E15.

In addition, grants, scholarships and awards are made annually.

The main objectives for the year were to develop and expand construction based training courses.

### **Public benefit statement**

The Trustee confirms that it has complied with its duty under section 4 of the Charities Act 2011. It has considered the public benefit guidance published by the Charity Commission and believes that it has followed its guidance in this area. The Trustee's report gives a description of the activities undertaken by the charity during the year in furtherance of its charitable purposes and the Trustee is satisfied that all such activities provide a public benefit.

### **Fundraising statement**

The charity does not actively solicit donations and therefore is not registered with the Fundraising Regulator and does not subscribe to any fundraising codes of practice. When donations from individuals are received, the charity aims to protect personal data and never sells data or swaps data with other organisations. During the current and prior year, the charity received no complaints about fundraising activities.

### **Achievements and activities**

A new Principal, Ms Selena Bolingbroke, was appointed in July 2023. The College made significant progress during the 2023-24 academic year in meeting its recruitment targets for both study programmes and apprenticeships and consequently balancing its operational budget.

The Principal led the development of a new five-year growth strategy for the College and the Board of Governors and the Court of the Worshipful Company of Carpenters approved the strategy in June 2024. The strategy sets out ambitious targets for growth in learners across all five core subject areas: Bench Joinery, Furniture Making and Design, Site Carpentry, Stonemasonry and Bricklaying. The strategy also sets out plans for developing the range of short courses and doubling the volume of learners enrolled on short courses.

The College invested in new teaching facilities at its Gibbins Road site to accommodate the new Bricklaying Diploma study programme for 16-18yr-olds. The workshops at the Kennard Road site were also enhanced with new machinery and tools.

A new marketing and engagement campaign was launched early in the academic year to enhance the College's profile and aid student recruitment. The focus was local schools and community partners as well as significantly more direct marketing on social media. Over the course of the year over 500 visits were made to the College for open days and college tours. As a result of improved stakeholder engagement the College was represented at the Royal Academy Summer Exhibition and took part in London Craft Week. Employer engagement was much more active and a range of employers visited the College and gave talks to students as well as hosting visits to their premises so that students had better insight of the working environment as they prepared to graduate from the College and embark on their professional careers.

New staff appointments included a new Business Manager, Mr Steve Wyatt, and a new Head of Bench Joinery, Mr Anthony Lainson.

**Financial review**

A summary of the results of the charity for the year can be found on page 12. Total income of the charity for the year amounted to £3,312,273 (2023 – £2,993,922) of which £1,530,049 (2023 – £1,343,314) comprised a grant from Carpenters' Company Charitable Trust. Total expenditure of the charity during the year increased from £2,995,441 to £3,287,284. This includes rental costs for the College of £526,000 (2023 – £515,750).

**Reserves policy**

The balance sheet shows total funds of £171,505 (2023 – £141,052) which comprise permanent endowment funds of £72,435 (2023 – £66,971) and restricted funds of £99,070 (2023 – £74,081). As explained above, the charity is dependent on the financial support of The Worshipful Company of Carpenters and it has no 'free' reserves.

**Investment policy**

The charity has investments comprising COIF Charities Investment Fund units with a market value as at 30 June 2024 of £72,435 (2023 – £66,971).

There are no restrictions on the charity's power to invest. The investment strategy is set by the Trustee and takes into account income requirements, risk profile and its view of the market prospects in the medium term. The overall investment policy is to provide a stable level of income. The Trustee is satisfied that its investment policy is being achieved.

**Post balance sheet events and future plans**

For the year ahead the College's Management Team and staff will focus on implementing the new College Strategy. The applications for admissions in September 2024 are up on the previous year and the College looks set to meet its increased recruitment targets. There will be a focus for the new Business Manager to improve the College's operational business systems and performance across HR, Facility Management and outsourced service contracts. Improvements that will impact the student experience include the resumption of a full canteen service, more external study trip opportunities and the production of new digital workbooks for some of the wood occupation areas.



**Statement of Trustee's responsibilities**

The Trustee is responsible for preparing the Trustee's annual report and accounts in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

The law applicable to charities in England and Wales requires the Trustee to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing accounts giving a true and fair view, the Trustee is required to:

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ observe the methods and principles in Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102);
- ◆ make judgements and estimates that are reasonable and prudent;
- ◆ state whether applicable United Kingdom Accounting Standards have been followed, subject to any departures disclosed and explained in the accounts; and
- ◆ prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustee is responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, applicable Charity (Accounts and Reports) Regulations and the provisions of the charity's governing document. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustee and signed on its behalf by:



Dr L D G Grossman  
Master  
The Worshipful Company of Carpenters (Trustee)

Approved on: 6 November 2024

## **Independent auditor's report to the Trustee of The Building Crafts College**

### **Opinion**

We have audited the accounts of The Building Crafts College (the 'charity') for the year ended 30 June 2024 which comprise the statement of financial activities, the balance sheet, the statement of cash flows, and the notes to the accounts which include the principal accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the accounts:

- ◆ give a true and fair view of the state of the charity's affairs as at 30 June 2024 and of its income and expenditure for the year then ended;
- ◆ have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- ◆ have been prepared in accordance with the requirements of the Charities Act 2011.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

In auditing the accounts, we have concluded that the Trustee's use of the going concern basis of accounting in the preparation of the accounts is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the accounts are authorised for issue.

Our responsibilities and the responsibilities of the Trustee with respect to going concern are described in the relevant sections of this report.

### **Other information**

The other information comprises the information included in the Annual Report and Accounts other than the accounts and our auditor's report thereon. The Trustee is responsible for the other information. Our opinion on the accounts does not cover the other information and we do not express any form of assurance conclusion thereon.

**Other information** (continued)

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the accounts themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustee's report.

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- ◆ the information given in the Trustee's report is inconsistent in any material respect with the accounts; or
- ◆ sufficient accounting records have not been kept; or
- ◆ the accounts are not in agreement with the accounting records; or
- ◆ we have not received all the information and explanations we require for our audit.

**Responsibilities of Trustee**

As explained more fully in the statement of Trustee's responsibilities, the Trustee is responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the Trustee determines is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the Trustee is responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustee either intends to liquidate the charity or to cease operations, or has no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the accounts**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists.

**Auditor's responsibilities for the audit of the accounts** (continued)

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these accounts.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- ◆ the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- ◆ we identified the laws and regulations applicable to the charity through discussions with those charged with governance and management, and from our knowledge and experience of the sector;
- ◆ we focused on specific laws and regulations which we considered may have a direct material effect on the accounts or the operations of the charity, including the Charities Act 2011, the financial reporting framework referred to above and safeguarding regulations; and
- ◆ we understood how the charity is complying with those legal and regulatory frameworks by making enquiries of management (and those responsible for legal and compliance procedures). We corroborated our enquiries through our review of the minutes of meetings of those charged with governance.

We assessed the susceptibility of the charity's accounts to material misstatement, including obtaining an understanding of how fraud might occur. Audit procedures performed by the engagement team included:

- ◆ making enquiries of management as to their knowledge of actual, suspected and alleged fraud; and
- ◆ considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- ◆ performed analytical procedures to identify any unusual or unexpected financial relationships;
- ◆ tested journal entries to identify unusual transactions;
- ◆ performed substantive testing of expenditure including testing the authorisation thereof; and
- ◆ assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias.

**Auditor's responsibilities for the audit of the accounts** (continued)

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- ◆ reading the minutes of meetings of those charged with governance; and
- ◆ enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the Trustee and management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

**Use of our report**

This report is made solely to the charity's Trustee, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustee those matters we are required to state to it in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's Trustee as a body, for our audit work, for this report, or for the opinions we have formed.



Buzzacott LLP  
Statutory Auditor  
130 Wood Street  
London  
EC2V 6DL

11/11/24

Buzzacott LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

**Statement of financial activities** Year to 30 June 2024

	Notes	Un-restricted funds £	Restricted funds £	Endowment funds £	2024 Total funds £	2023 Total funds £
<b>Income from:</b>						
Donations and legacies	1	1,539,212	72,775	—	1,611,987	1,418,148
Investment income		1,953	—	—	1,953	1,948
Charitable activities	2	1,692,184	6,149	—	1,698,333	1,573,826
<b>Total income</b>		<b>3,233,349</b>	<b>78,924</b>	<b>—</b>	<b>3,312,273</b>	<b>2,993,922</b>
<b>Expenditure on:</b>						
Charitable activities	3	3,262,584	24,700	—	3,287,284	2,995,441
<b>Total expenditure</b>		<b>3,262,584</b>	<b>24,700</b>	<b>—</b>	<b>3,287,284</b>	<b>2,995,441</b>
<b>Net (expenditure) income before gains on investments</b>	4	<b>(29,235)</b>	<b>54,224</b>	<b>—</b>	<b>24,989</b>	<b>(1,519)</b>
<b>Net gains on investments</b>		<b>—</b>	<b>—</b>	<b>5,464</b>	<b>5,464</b>	<b>2,032</b>
<b>Net (expenditure) income for the year</b>		<b>(29,235)</b>	<b>54,224</b>	<b>5,464</b>	<b>30,453</b>	<b>513</b>
<b>Transfers between funds</b>	13	<b>29,235</b>	<b>(29,235)</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>Net movement in funds</b>		<b>—</b>	<b>24,989</b>	<b>5,464</b>	<b>30,453</b>	<b>513</b>
<b>Reconciliation of funds:</b>						
Fund balances brought forward at 1 July 2023		—	74,081	66,971	141,052	140,539
Fund balances carried forward at 30 June 2024		—	99,070	72,435	171,505	141,052

All of the charity's activities derived from continuing operations during the above two financial periods.

**Statement of financial activities** Year to 30 June 2024

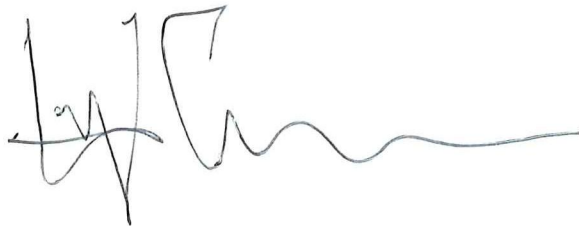
	Notes	Un- restricted funds £	Restricted funds £	Endowment funds £	2023 Total funds £
<i>Income from:</i>					
<i>Donations and legacies</i>	1	1,352,562	65,586	—	1,418,148
<i>Investment income</i>		—	1,948	—	1,948
<i>Charitable activities</i>	2	1,580,345	19,691	—	1,600,036
<i>Total income</i>		<u>2,932,907</u>	<u>87,225</u>	<u>—</u>	<u>3,020,132</u>
<i>Expenditure on:</i>					
<i>Charitable activities</i>	3	<u>2,959,117</u>	<u>62,534</u>	<u>—</u>	<u>3,021,651</u>
<i>Total expenditure</i>		<u>2,959,117</u>	<u>62,534</u>	<u>—</u>	<u>3,021,651</u>
<i>Net (expenditure) income before gains on investments</i>	4	(26,210)	24,691	—	(1,519)
<i>Net gains on investments</i>		—	—	2,032	2,032
<i>Net (expenditure) income for the year</i>		(26,210)	24,691	2,032	513
<i>Transfers between funds</i>	13	<u>26,210</u>	<u>(26,210)</u>	<u>—</u>	<u>—</u>
<i>Net movement in funds</i>		—	(1,519)	2,032	513
<i>Reconciliation of funds:</i>					
<i>Fund balances brought forward at 1 July 2022</i>		—	75,600	64,939	140,539
<i>Fund balances carried forward at 30 June 2023</i>		—	74,081	66,971	141,052

All of the charity's activities derived from continuing operations during the above financial period.

**Balance Sheet** 30 June 2024

	Notes	2024 £	2023 £
<b>Fixed assets</b>			
Tangible fixed assets	8	396,510	338,740
Investments	9	72,435	66,971
		<u>468,945</u>	<u>405,711</u>
<b>Current assets</b>			
Stock		56,594	38,260
Debtors	10	303,498	241,359
Cash at bank and in hand		63,139	83,418
		<u>423,231</u>	<u>363,037</u>
<b>Creditors: amounts falling due within one year</b>	11	<u>(720,671)</u>	<u>(627,696)</u>
<b>Net current liabilities</b>		<b>(297,440)</b>	<b>(264,659)</b>
<b>Total net assets</b>		<u><b>171,505</b></u>	<u>141,052</u>
<b>The funds of the charity:</b>			
<b>Funds and reserves</b>			
<b>Capital funds:</b>			
Endowment funds	12	72,435	66,971
<b>Income funds:</b>			
Restricted funds	13	99,070	74,081
		<u>171,505</u>	<u>141,052</u>

Approved by the Trustee  
and signed on its behalf by:



Dr L D G Grossman  
Master  
The Worshipful Company of Carpenters (Trustee)

Approved on: 6 November 2024



## Statement of cash flows 30 June 2024

	Notes	2024 £	2023 £
<b>Cash flows from operating activities:</b>			
Net cash provided by operating activities	A	<b>85,091</b>	96,587
<b>Cash flows from investing activities:</b>			
Investment income		1,953	1,948
Purchase of tangible fixed assets		(108,823)	(130,379)
Proceeds on disposal of tangible fixed assets		1,500	—
<b>Net cash used in investing activities</b>		<b>(105,370)</b>	<b>(128,431)</b>
<b>Change in cash and cash equivalents in the year</b>		<b>(20,279)</b>	<b>(31,844)</b>
<b>Cash and cash equivalents at 1 July 2023</b>	B	<b>83,418</b>	115,262
<b>Cash and cash equivalents at 30 June 2024</b>	B	<b>63,139</b>	<b>83,418</b>

Notes to the statement of cash flows for the year to 30 June 2024.

### A Reconciliation of net movement in funds to net cash provided by operating activities

	2024 £	2023 £
<b>Net movement in funds (as per the statement of financial activities)</b>	<b>30,453</b>	513
<b>Adjustments for:</b>		
Depreciation charge	81,053	76,208
Gains on investments	(5,464)	(2,032)
Investment income	(1,953)	(1,948)
(Increase) decrease in stocks	(18,334)	15,504
Increase in debtors	(62,139)	(97,422)
Increase in creditors	61,475	105,764
<b>Net cash provided by operating activities</b>	<b>85,091</b>	<b>96,587</b>

### B Analysis of cash and cash equivalents

	2024 £	2023 £
<b>Total cash and cash equivalents: cash at bank and in hand</b>	<b>63,139</b>	<b>83,418</b>

No separate statement of changes in net debt has been prepared as there is no difference between the movements in cash and cash equivalents and movement in net cash (debt).

## Principal accounting policies 30 June 2024

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the accounts are laid out below.

### **Basis of preparation**

These accounts have been prepared for the year to 30 June 2024 with comparative information presented for the year to 30 June 2023.

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these accounts.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts are presented in sterling and are rounded to the nearest pound.

### **Critical accounting estimates and areas of judgement**

Preparation of the accounts requires the Trustee and management to make significant judgements and estimates.

The items in the accounts where these judgements and estimates have been made include:

- ◆ the level of income to be recognised from government agencies; and
- ◆ the useful economic life of tangible fixed assets.

### **Assessment of going concern**

The Trustee has assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The Trustee has made this assessment in respect of a period of at least one year from the date of approval of these accounts.

The Trustee of the charity has concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The charity is dependent on the financial support of The Worshipful Company of Carpenters and receives a grant from Carpenters' Company Charitable Trust each year to ensure that its unrestricted income equals its unrestricted expenditure. Therefore, the Trustee is of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due.

### **Income recognition**

Income is recognised in the period in which the charity has entitlement to the income, the amount can be measured reliably and it is probable that the income will be received.

Income comprises donations, investment income and income from course fees and government agencies.

Donations are recognised when the charity has confirmation of both the amount and settlement date. In the event of donations pledged but not received, the amount is accrued for where the receipt is considered probable. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Grants from government and other agencies have been included as income from activities in furtherance of the charity's objectives where these amount to a contract for services, but as donations where the money is given with greater freedom of use, for example monies for core funding.

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

### **Expenditure recognition**

Expenditure is recognised as soon as there is a legal or constructive obligation committing the charity to make a payment to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis and is stated inclusive of irrecoverable VAT.

Expenditure on charitable activities comprises the costs of operating a college including support costs and governance costs.

### **Tangible fixed assets**

All assets costing more than £500 and with an expected useful life exceeding one year are capitalised, and depreciated at the following annual rates in order to write them off over their estimated useful lives:

- |  |                                  |
|--|----------------------------------|
| ◆ Leasehold improvements                 | 10% per annum based on cost      |
| ◆ Furniture and general office equipment | 10 - 50% per annum based on cost |
| ◆ Plant and machinery                    | 10 - 25% per annum based on cost |

**Fixed asset investments**

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price.

Realised gains (or losses) on investment assets are calculated as the difference between disposal proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value at that date. Realised and unrealised investment gains (or losses) are combined in the statement of financial activities and are credited (or debited) in the year in which they arise.

**Stocks**

Stocks have been valued at the lower of cost and net realisable value.

**Debtors**

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid.

**Cash at bank and in hand**

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition.

**Creditors and provisions**

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt.

**Fund structure**

Endowment funds comprise monies which must be held indefinitely as capital. Income therefrom is credited to general funds and applied for general purposes.

Restricted funds comprise monies raised for, or their use restricted to, a specific purpose, or contributions subject to donor imposed conditions.

**Leased assets**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged on a straight-line basis over the lease term.

**Pension costs**

Under the definitions set out in FRS 102, the Carpenters' Company Pension and Assurance Scheme is a multi-employer pension scheme. The charity is unable to identify its share of the underlying assets and liabilities of the scheme on a reasonable and consistent basis. Accordingly, the charity has taken advantage of the exemption in FRS 102 and has accounted for its contributions to the scheme as if it were a defined contribution scheme.

Contributions to defined contribution schemes, including under auto-enrolment, have been charged in the statement of financial activities when payable.

**Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Apart from fixed asset investments held at fair value (see above), basic financial instruments are initially recognised at transaction value and subsequently measured at amortised cost using the effective interest method. Financial assets held at amortised cost comprise cash at bank and in hand and debtors. Financial liabilities held at amortised cost comprise creditors.

## 1 Donations and legacies

	Un-restricted funds £	Restricted funds £	Total 2024 £	Un-restricted funds £	Restricted funds £	Total 2023 £
Grant from Carpenters' Company Charitable Trust	1,530,049	—	1,530,049	1,343,314	—	1,343,314
Donation from The Worshipful Company of Carpenters	—	22,700	22,700	—	41,586	41,586
Other donations	9,163	50,075	59,238	9,248	24,000	33,248
<b>2024 Total funds</b>	<b>1,539,212</b>	<b>72,775</b>	<b>1,611,987</b>	<b>1,352,562</b>	<b>65,586</b>	<b>1,418,148</b>

## 2 Income from charitable activities

	Un-restricted funds £	Restricted funds £	Total 2024 £	Un-restricted funds £	Restricted funds £	Total 2023 £
Course fees	524,195	—	524,195	578,306	—	578,306
Government agencies	1,157,696	6,149	1,163,845	965,015	19,691	984,706
Other income	10,293	—	10,293	10,814	—	10,814
<b>2024 Total funds</b>	<b>1,692,184</b>	<b>6,149</b>	<b>1,698,333</b>	<b>1,554,135</b>	<b>19,691</b>	<b>1,573,826</b>

## 3 Expenditure on charitable activities

	Un-restricted funds £	Restricted funds £	Total 2024 £	Un-restricted funds £	Restricted funds £	Total 2023 £
College operating costs						
Staff costs (note 5)	1,872,078	13,682	1,885,760	1,597,623	4,410	1,602,033
Rent	526,000	—	526,000	515,750	—	515,750
Tools	33,403	—	33,403	31,875	—	31,875
Materials	63,553	—	63,553	53,581	—	53,581
Light and power	143,953	—	143,953	154,928	—	154,928
Rates	18,649	—	18,649	13,922	—	13,922
Insurance	42,354	—	42,354	39,296	—	39,296
Equipment repairs and maintenance	60,098	7,260	67,358	54,808	22,176	76,984
Telephone and IT	80,262	—	80,262	84,415	—	84,415
Exhibitions and advertising	19,032	—	19,032	18,489	—	18,489
Cleaning	84,593	—	84,593	93,373	—	93,373
Books, printing and stationery	18,817	—	18,817	23,903	—	23,903
Depreciation	81,053	—	81,053	76,210	—	76,210
College prize giving	5,339	—	5,339	4,583	1,948	6,531
Exam fees	91,983	—	91,983	61,471	—	61,471
Student welfare	3,397	2,606	6,003	6,282	19,000	25,282
Management charge	30,000	—	30,000	30,000	—	30,000
Governance costs	24,980	—	24,980	22,100	—	22,100
Miscellaneous	63,040	1,152	64,192	50,298	15,000	65,298
<b>2024 Total funds</b>	<b>3,262,584</b>	<b>24,700</b>	<b>3,287,284</b>	<b>2,932,907</b>	<b>62,534</b>	<b>2,995,441</b>

#### 4 Net (expenditure) income before gains on investments

This is stated after charging:

Charity	Un-restricted funds £	Restricted funds £	Total 2024 £	Un-restricted funds £	Restricted funds £	Total 2023 £
Staff costs (note 5)	1,872,078	13,682	1,885,760	1,597,623	4,410	1,602,033
Auditor's remuneration	24,980	—	24,980	22,100	—	22,100
Depreciation	81,053	—	81,053	76,208	—	76,208
Operating lease rentals	556,694	—	556,694	552,441	—	552,441

#### 5 Employees and staff costs

	Un-restricted funds £	Restricted funds £	Total 2024 £	Un-restricted funds £	Restricted funds £	Total 2023 £
Wages and salaries	1,528,732	10,691	1,539,423	1,305,692	4,410	1,310,102
Social security costs	138,582	—	138,582	113,283	—	113,283
Other pension costs	110,725	—	110,725	93,466	—	93,466
Other staff costs	94,039	2,991	97,030	85,182	—	85,182
	1,872,078	13,682	1,885,760	1,597,623	4,410	1,602,033

Staff costs include redundancy costs of £nil (2023 – £4,410).

The average number of employees during the year was 39 (2023 – 38).

The number of employees who earned £60,000 or more (including taxable benefits but excluding employer's pension contributions and employer's national insurance contributions) during the year was as follows:

	2024 Number	2023 Number
£60,000 - £69,999	—	1
£100,000 - £109,999	1	—

The key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis comprise the members of the Court of Assistants, the Governors, the Principal, the Deputy Principal (from June 2024) and the Business Manager.

The total remuneration (including taxable benefits, employer's pension contributions and employer's national insurance contributions) of the key management personnel for the year was £209,832 (2023 – £94,271).

#### 6 Trustee's remuneration

None of the members of the Court of Assistants or the Governors received any remuneration in respect of their services as trustees during the year nor any reimbursement of expenses from the charity (2023 – £nil).

## 7 Taxation

Building Crafts College is a registered charity and therefore is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

## 8 Tangible fixed assets

	Leasehold improvements £	Furniture and office equipment £	Plant and machinery £	Total £
<b>Cost</b>				
At 1 July 2023	234,874	383,869	282,220	<b>900,963</b>
Additions	31,500	8,401	100,422	<b>140,323</b>
Disposals	—	(1,500)	—	<b>(1,500)</b>
At 30 June 2024	<u>266,374</u>	<u>390,770</u>	<u>382,642</u>	<b>1,039,786</b>
<b>Depreciation</b>				
At 1 July 2023	23,488	289,680	249,055	<b>562,223</b>
Charge in year	23,488	19,392	38,173	<b>81,053</b>
At 30 June 2024	<u>46,976</u>	<u>309,072</u>	<u>287,228</u>	<b>643,276</b>
<b>Net book values</b>				
At 30 June 2024	<u>219,398</u>	<u>81,698</u>	<u>95,414</u>	<b>396,510</b>
At 30 June 2023	<u>211,386</u>	<u>94,189</u>	<u>33,165</u>	<b>338,740</b>

## 9 Fixed asset investments

	2024 £	2023 £
<b>Listed investments</b>		
Market value at 1 July 2023	<b>66,971</b>	64,939
Unrealised gains on investments	<b>5,464</b>	2,032
Market value at 30 June 2024	<u><b>72,435</b></u>	<u>66,971</u>
Cost of listed investments at 30 June 2024	<u><b>6,558</b></u>	<u>6,558</u>

Listed investments comprise COIF Charities Investment Fund Income units.

## 10 Debtors

	2024 £	2023 £
Course fees and support including accrued income	<b>1,857</b>	12,510
Government agencies	<b>105,770</b>	44,761
Other debtors	<b>21,637</b>	15,047
Prepayments	<b>174,234</b>	169,041
	<u><b>303,498</b></u>	<u>241,359</u>



**11 Creditors: amounts falling due within one year**

	2024 £	2023 £
Due to Carpenters' Company Charitable Trust	457,751	452,801
Due to The Worshipful Company of Carpenters	54,707	30,000
Other creditors and accruals	208,213	144,895
	<b>720,671</b>	<b>627,696</b>

**12 Endowment funds**

The capital funds of the charity include endowed monies which must be retained indefinitely.

	At 1 July 2022 £	Investment gains £	At 30 June 2023 £	Investment gains £	At 30 June 2024 £
John Willson Trust	8,462	265	8,727	712	9,439
Technical Education (general)	1,422	45	1,467	120	1,587
Sir Henry Harben's Gift	17,070	533	17,603	1,436	19,039
Alfred Preston's Prize Fund	7,860	246	8,106	661	8,767
Barnes' Gift	1,860	58	1,918	157	2,075
Sir Banister Fletcher Trust	11,471	359	11,830	965	12,795
Major C A A Robertson's Prize Fund 1996	12,587	394	12,981	1,059	14,040
C K Austin Fund	4,207	132	4,339	354	4,693
	<b>64,939</b>	<b>2,032</b>	<b>66,971</b>	<b>5,464</b>	<b>72,435</b>

The funds were established to provide income for prizes.

**13 Restricted funds**

The income funds of the charity include the following restricted funds.

	At 1 July 2023 £	Income £	Expenditure £	Transfers £	At 30 June 2024 £
Carpenters' Company funds	—	22,700	(22,700)	—	—
City & Guilds funds	46,486	24,000	—	(21,792)	48,694
16-18 Bursary funds	13,735	6,149	—	(7,443)	12,441
Adult Bursary funds	11,860	—	—	—	11,860
ESFA Employer Incentives	2,000	—	(2,000)	—	—
Portal Trust	—	26,075	—	—	26,075
	<b>74,081</b>	<b>78,924</b>	<b>(24,700)</b>	<b>(29,235)</b>	<b>99,070</b>

	At 1 July 2022 £	Income £	Expenditure £	Transfers £	At 30 June 2023 £
Carpenters' Company funds	—	41,586	(41,586)	—	—
City & Guilds funds	45,350	24,000	—	(22,864)	46,486
16-18 Bursary funds	14,754	1,191	—	(2,210)	13,735
Adult Bursary funds	12,996	—	—	(1,136)	11,860
ESFA Employer Incentives	2,500	18,500	(19,000)	—	2,000
Prize Fund	—	1,948	(1,948)	—	—
	<b>75,600</b>	<b>87,225</b>	<b>(62,534)</b>	<b>(26,210)</b>	<b>74,081</b>

### 13 Restricted funds (continued)

The transfers to unrestricted funds represents the utilisation of the funds to meet College fees in line with the terms of the funds.

The specific purposes for which the funds are to be applied are as follows:

- ◆ The Carpenters' Company funds were donations for specific purposes including repairs, capital expenditure and redundancy costs.
- ◆ The City & Guilds funds are to be used for students on specific courses.
- ◆ The 16-18 and Adult Bursary funds and ESFA Employer Incentives fund are for students on ESFA funded courses.
- ◆ The Portal Trust fund was provided for a marketing and engagement project called Aspiring Construction Crafts.

### 14 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2024 £
<b>Fund balances at 30 June 2024</b>				
<b>are represented by:</b>				
Fixed assets	396,510	—	72,435	468,945
Current assets	324,161	99,070	—	423,231
Creditors: amounts falling due within one year	(720,671)	—	—	(720,671)
<b>Total net assets</b>	<b>—</b>	<b>99,070</b>	<b>72,435</b>	<b>171,505</b>
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2023 £
<b>Fund balances at 30 June 2023</b>				
<b>are represented by:</b>				
Fixed assets	338,740	—	66,971	405,711
Current assets	288,956	74,081	—	363,037
Creditors: amounts falling due within one year	(627,696)	—	—	(627,696)
<b>Total net assets</b>	<b>—</b>	<b>74,081</b>	<b>66,971</b>	<b>141,052</b>

**15 Commitments**

**Operating leases**

At 30 June 2024 the total future lease payments under non-cancellable operating leases were as follows:

Payable within	2024 £	2023 £
One year	559,412	552,441
Two to five years	1,651,152	2,155,495
	2,210,564	2,707,936

**16 Pension commitments**

Certain former employees of the charity are members of the “Carpenters’ Company Pension and Assurance Scheme” which provides benefits based on final pensionable salary. The assets of the scheme are held separately from those of the sponsoring employer, The Worshipful Company of Carpenters, being invested with Legal and General Assurance in an Insurance Contract.

The contributions are determined on the basis of triennial valuations by a qualified actuary using the attained age method. The employers’ contribution rate is 28.3% of pensionable pay and the employees’ contribution rate is 6% of pensionable pay. The total charge for the year in these accounts is £nil (2023 – £ nil). The last active employee in the pension scheme took his pension from 5 October 2019.

A triennial valuation was carried out as at 1 July 2021 and showed that the market value of the scheme’s assets was £4,707,000 and that the ongoing funding level was 114%.

The assumptions which have the most significant effect on the results of the valuation are as follows:

- ◆ RPI 3.3% p.a.
- ◆ Earnings increases 5.0% p.a.
- ◆ Discount rate 5.5% p.a.

The investment return on new contributions and existing assets will equal the funding discount rate used to calculate the liabilities.

The scheme has been closed to new members. New employees are able to join a group personal pension scheme administered by Aegon.

This scheme is a multi-employer scheme and it is not possible to identify the charity’s share of the scheme assets and liabilities on a reasonable and consistent basis. Therefore, the pension costs have been accounted for as if it was a defined contribution scheme. As at 30 June 2024 there were no active members in the scheme.

**16 Pension commitments** (continued)

Some details concerning the scheme as a whole are set out below. The following information is based upon a full actuarial valuation of the scheme as at 1 July 2021 updated to 30 June 2024 by a qualified independent actuary using FRS 102 guidelines.

	2024 £	2023 £
Market value of assets	2,191,000	2,345,000
Present value of scheme liabilities	(2,747,000)	(2,904,000)
Deficit in the scheme – net pension liability	(556,000)	(559,000)

The assets in the scheme were:

	2024 £	2023 £
Deposit administration contract (insurance policy)	2,191,000	2,345,000

The major assumptions used by the actuary were:

	2024	2023
Inflation	3.2%	3.3%
Rate of increase for pensions		
. earned before 1 August 1998	5.0%	5.0%
. earned after 31 July 1998	3.2%	3.3%
Discount rate for liabilities	5.2%	5.5%

**17 Related party transactions**

The Worshipful Company of Carpenters is responsible for the appointment of the Trustees of, or acts as Trustee of, the following charities which are registered with the Charity Commission:

- ◆ Carpenters' Company Charitable Trust: No 276996
- ◆ Norton Folgate Trust: No 230990
- ◆ Rustington Convalescent Home: No 216865

During the year the charity received grants from Carpenters' Company Charitable Trust of £1,530,049 (2023 – £1,343,314), paid rent to Carpenters' Company Charitable Trust of £485,000 (2023 – £474,750) and paid rent to The Worshipful Company of Carpenters of £41,000 (2023 – £41,000). The charity incurred a management charge from The Worshipful Company of Carpenters for the year of £30,000 (2023 – £30,000) and received donations from The Worshipful Company of Carpenters of £22,700 (2023 – £41,586).

There were no other related party transactions requiring disclosure.

Amounts due to related parties are disclosed in note 11 to the accounts.