



a special place for learning

# THE HOLLY LODGE CENTRE

a charitable company limited by guarantee

Charity No: 1076741 - Company No: 3663780



**Annual report and accounts for the year ended 31 March 2024**



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**Reference and administrative information**

Registered charity number	1076741	
Registered company number	3663780	(England and Wales)
Registered office	Holly Lodge Richmond Park Richmond-Upon-Thames Surrey TW10 5HS	
Royal Patron	HRH Princess Alexandra	
Trustees/Directors	A Blessley (Secretary) A Dennez (Treasurer) R Hall R Hillyer R Holmes J Middlehurst (Chairman) A Roberts R Scalzo	<i>(resigned 17 March 2024)</i> <i>(appointed 16 October 2023)</i> <i>(resigned 16 October 2023)</i>
Company Secretary	A Blessley J Walsh	<i>(resigned 17 March 2024)</i> <i>(appointed 10 May 2024)</i>
Bankers	Barclays Bank plc 8 George Street Richmond-Upon-Thames Surrey TW10 1JU	
Independent Examiner	Mary Ryan FCCA DChA Ark Accountancy Limited Chartered Certified Accountant 31 Cheam Road Ewell Epsom Surrey KT17 1QX	
Solicitors	Russell-Cooke LLP 2 Putney Hill London SW15 6AB	
Website	<a href="http://www.thehollylodgecentre.org.uk">www.thehollylodgecentre.org.uk</a>	

## Trustees' Annual Report

The Trustees, who are also Directors for the purposes of the Companies Act 2006, present their report and financial statements for the year ended 31 March 2024. The reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Charity's Memorandum and Articles of Association 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 Holly Lodge Centre is a company limited by guarantee, as defined by the Companies Act 2006. It was incorporated on 6 November 1998 and registered as a charity on 26 July 1999. It is governed by a Memorandum and Articles of Association. As a charity, in the opinion of the Trustees, it complies with the provisions of Section 60 of the Companies Act 2006, which exempts it from the requirement to end its name with "Limited". Throughout this report it will be referred to as "the Charity".

The Charity does not have any share capital. In the event of the Charity being wound up, its members, who are its Trustees, are required to contribute an amount not exceeding £10 each. The Charity is regulated by the Charity Commission.

#### **Trustees**

Responsibility for the governance of the Charity resides with the Trustees. Under a rotation policy introduced in 2015/16, Trustees serve a three-year term, with a maximum of three terms (i.e. nine years). Trustee meetings are held quarterly.

#### **Employees**

We have a small staff team, which consists of the full time equivalent of 2.6 members of staff. During the year Anna King, the Centre Manager, resigned and the trustees are grateful for her outstanding leadership of the Centre over the last ten years. At the year end the Centre was managed by Alex Sharp (Job share - Centre Manager) and Sarah Clark (Job share – Centre Manager, currently on maternity leave and covered by Jaime Walsh).

The Centre's staff team bring the combined benefits of many years' experience of working with disabled children, vulnerable families and classroom teaching.

#### **Volunteers**

The Centre was also supported by over 75 volunteers who deliver most of the education activities (many are former teachers), organise fundraising events, develop relationships with donors, manage marketing and communications and do much of the administration and facilities maintenance. The volunteers, who have considerable expertise and knowledge, are included in all the management groups in the Centre, giving opportunities for input and feedback into the Centre's development and service. Many have been with the Centre for over five years.

During the year, volunteers donated over 4,000 hours of work. This equates to approximately 2 full-time roles: an equivalent donation in excess of £50,000 (calculated using the London Living Wage).

#### **Training**

A programme of training is in place for staff and volunteers to ensure that a consistently high standard of education delivery takes place. The programme includes safeguarding and health and safety and the Centre has detailed policies for both of these and other areas.

#### **Aims and objectives**

The Charity's object is to advance the education of the public and in particular those members of the public who have learning difficulties or other special needs, in subjects such as the environment and history especially in relation to Richmond Park. It welcomes children from both specialists SEND schools and mainstream schools and has visits from schools and groups from surrounding London boroughs and parts of Surrey.

## Annual Education Report 2023-2024

The Holly Lodge Centre is a unique education centre, on the site of an 18th century farm. We have been the learning partner for The Royal Parks in Richmond Park since 1994.

The Centre offers visitors close encounters with the diverse wildlife, flora and distinct heritage of the park. Our aim has always been to increase access for all to Richmond Park and we specialise in working with children and adults with disabilities. The Centre provides interactive opportunities for all primary school children to meet the requirements of the National Curriculum in science, geography and history. Additionally, every learning session we offer can be tailored to meet the needs of children from specialist schools for children with special educational needs and disabilities (SEND), both primary and secondary. All our facilities and teaching sessions are adapted for use by visitors with disabilities and groups of all ages and abilities are welcome. We continue to hold the Learning Outside the Classroom Quality Badge and have also been awarded the Queen's Award for Voluntary Service.

During this financial year, our education provision and bookings were at full capacity once again, having made a complete recovery from the issues faced during the pandemic.



## Highlights

- This year we delivered a total of 312 workshops to 6,990 learners. This included 5,000 children and 1,990 adults (including adults with learning disabilities, older people, carers, parents and teachers). This equated to 13,980 total learner hours.
- We take feedback from every workshop that we deliver and our satisfaction rating for this year was 100% (this was from learners who reported their experience as having met or exceeded their expectations).
- We held a new Nocturnal Animals workshop for Clarendon House, a local special needs school. Our classroom was transformed into a nighttime scene and a magical storyteller brought nocturnal animals to life through sounds and senses.
- We held workshops as part of our Christmas Programme. These were attended by 185 participants and accompanied by 114 carers.
- This year we launched our new Richmond Park in World War II workshop aimed at key stage 2 children, trailing it successfully at a local school and launching it more widely.
- We have increased the amount of Reminiscence workshops, offering one off sessions to care home and community groups.
- This year we developed relationships with two new schools – Blossom House, a special needs secondary school and Malden Oaks, a Pupil Referral Unit, delivering a total of 24 workshops to pupils, many of which were fully funded and free to the schools through our Bursary Scheme funded by Royal Parks USA
- Many of our workshops are delivered by our wonderful local volunteers. This year we held a new recruitment round and a new batch of education volunteers were taken through their paces at a training day. We couldn't do our work without the support of our 75 volunteers.

## Education Delivery - schools programme

At The Holly Lodge Centre our school programme is delivered to both mainstream and schools for children with special educational needs and disabilities (SEND).

In total we delivered 224 workshops to school groups in this financial year, to 5,144 learners and 68 different schools. Classes travelled to the Centre from 15 different boroughs in London and the surrounding counties. Our school programme delivery is split into two parts, mainstream schools and specialist schools for children with disabilities.

We offer a variety of workshops across the year including birds, gardening, general nature trails, invertebrates, living things, plants, pond dipping, Victorian servants academy, "then and now" Victorian school and WWI in Richmond Park.



**Specialist schools for children with special educational need and disability (SEND)**

Over this year, 12 different SEND schools made 63 visits to the Centre from boroughs around London. In total 754 learners from specialist SEND schools and colleges had bespoke workshops delivered by our team. We delivered to a range of different schools, with huge variance in the needs of their pupils. Our visitors included schools for children with profound and multiple disabilities (PMLD), severe learning disabilities (SLD), moderate learning disabilities (MLD), schools for children with autism spectrum disorders, schools for pupils with social, emotional and mental health difficulties (SEMH) and pupil referral units. Many of these specialist classes attending the Centre have very small class sizes with as few as 3 pupils in the group. Teachers at specialist SEND schools repeatedly tell us how difficult it is to find venues for learning trips for their pupils, where their needs are catered for, and where they are safe. The Holly Lodge Centre is unique in its delivery of this specialised and bespoke work.

We delivered 20 free outdoor sessions to school children with SEND for The Royal Parks Help Nature Thrive project, funded by the People’s Postcode Lottery. These sessions were based around the amphibians living in the park, bringing the lifecycles of frogs, toads and newts to life for these pupils.

This year we delivered 17 free workshops as part of the Royal Parks USA funded bursary scheme. This scheme enabled us to establish new relationships with a Pupil Referral Unit and a local SEND school, who had previously not accessed The Holly Lodge Centre.

Quotes from schools:

***"I loved pond dipping and I found a tadpole and some sea snails and beetles and I loved making the nests because we get to get messy and getting messy is the best! Holly Lodge is the best!"***

***"Holly Lodge is magical with the experiences you provide for our pupils. The range of activities engage all pupils, from the sensory storytelling, to the nature trail with a range of multisensory activities to really bring to life the experiences which pupils can recall and talk about for a long time afterwards."***



### Community Programme

Community engagement is at the core of the work that we do at The Holly Lodge Centre, reaching out to ensure access to Richmond Park for all. This year we delivered 78 workshops as part of our community programme, to a total of 654 learners (including 246 children).

In the school holidays we worked with local organisations to bring children, who would not have had the chance to visit Richmond Park, into the Centre for activity days. This year during the Easter and Summer holidays we were joined by: Children with disabilities and their siblings and parents, supported by local charity, Skylarks; Young people with autism and social/communication difficulties working with Knots Arts; Children with disabilities supported by Richmond and Kingston Children’s services (Achieving for Children); and Young Carers Groups from various neighbouring boroughs.

We also worked with elderly groups, care homes and adults with learning disabilities, delivering a weekly arts group, a 6 week arts reminiscence programme and one-off bespoke Reminiscence workshops, focussing on art, nature and the history of the park and area delivered to those at various stages of Dementia.



## **Public Programme**

During the year we participated in 8 public drop in events aimed at families, at different venues within Richmond Park – helping to reach in total 1,192 learners (624 children and 568 adults). We joined forces with The Royal Parks Help Nature Thrive team and the Friends of Richmond Park for each event. We were also involved in the Richmond Park Open Day in September 2023 – a celebration of the park, joined by many park partners and where we provided activities for children and families who attended the day.



## **Challenges and Opportunities:**

- During 2023/24 we have experienced a reducing number of volunteer hour contributions. We will need to address this challenge in order to continue to deliver our extensive range of workshops.
- During 2024/25 we hope to achieve confirmation of plans to build a new toilet block. Once built the additional facilities could enable us to double our capacity of workshops, in particular developing further secondary KS3 sessions.
- During 2024/25 we also hope to finalise plans for treatment of the subsidence issues facing our main teaching building and classroom.

## **Plans for 2024- 2025**

We are looking forward to another busy year in 2024 - 2025. The Holly Lodge Centre team will be;

- Reaching out to schools in deprived areas to provide free or reduced-price workshops as part of The Royal Parks School Bursary scheme, Year 2.
- Delivering a further 6-month reminiscence project for older people affected by dementia and expanding our offer for Care Homes
- Expanding our offer to include more secondary school pupils attending pupil referral units and working with The Royal Parks Green Futures team to roll out the Green Futures project in Richmond Park
- Developing some new KS2 workshops
- Engaging more with the Alton Estate, Roehampton
- Offering a work experience placement for a young person with Autism.
- Expanding our offer for a local deaf and blind school
- Reviewing and publishing an updated strategy
- Celebrating our 30<sup>th</sup> Anniversary

**Financial review**

Total income of £146,308 was £7,594 higher than the previous year, with higher visitor income (up £4,696) and Donations/Grants (up £7,158) than the previous year. The Centre receives no central or local government direct funding. The Trustees are very grateful to the Centre's donors and supporters for their continued generosity during the year.

Total expenditure, at £157,191 was £27,003 higher than the previous year mainly because of increases in salaries and the cost of the new website.

As set out in note 7 to the accounts, fundraising costs amounted to £34,701 or about 22% of total costs (2023: £23,970 or 18%). Fundraising costs in the year includes time spent by the Centre Managers and other staff on fundraising. The management of events and other fundraising is dependent on volunteers.

**Funds and reserves policy**

Total funds at the end of the year were £108,818 (2023 £119,701) of which £2,944 (2023: £14,891) is restricted funds and £105,874 (2023: £104,810) unrestricted funds. Unrestricted funds comprise designated reserves of £61,500 (2023: £61,500) to reflect premises and other contingencies in the unlikely event of the Centre's closure and general unrestricted reserves of £44,374 (2023: £43,310).

The balance of free reserves represents 3.5 months (2023: 3.3 months) of the total relevant expenditure for the year. This level is not in line with their policy of holding reserves of no less than six months, and no more than twelve months of operating expenditure. However, the Trustees do not see this as being of immediate concern.

## Trustees' annual report (continued)

### Risk management

The Charity maintains a risk register which identifies the key risks and how these are managed. The Trustees review and approve this document annually.

Every educational activity has a current risk assessment, which is reviewed on a regular basis. In addition, there are policies and procedures for more general matters such as health and safety and safeguarding.

### Public benefit

The Trustees confirm that they have paid due regard to the guidance on public benefit published by the Charity Commission. They are of the opinion that the activities of the Charity provide public benefit within the spirit of that guidance.

### Responsibility of Trustees

The Charity is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024. The Trustees have not required the Charity to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for

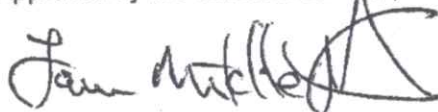
- (a) ensuring that the Charity keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006: and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

### Independent Examiner

Mary Ryan (Chartered Certified Accountant and Registered Auditor) has been appointed as the Charity's Independent Examiner for the year and has expressed her willingness to act in that capacity.

### Approval

Approved by the Trustees on 14 Nov 2024 and signed on their behalf by:



James Middlehurst – Chairman

## Report of the Independent Examiner

I report on the accounts for the year ended 31 March 2024 set out on pages 11 to 17.

### Respective responsibilities of Trustees and Independent Examiner

The Charity's Trustees (who are also the directors for the purposes of company law) 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(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the Charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

### Basis of the Independent Examiner's report

My examination was carried out in accordance with the 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 you as 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 statements below.

### Independent Examiner's statement

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Mary Ryan*

Mary Ryan FCCA, Cert PFS  
Ark Accountancy Limited  
Chartered Certified Accountant  
31 Cheam Road, Ewell  
Epsom, Surrey  
KT17 1QX

Date

*15/11/24*

**Statement of financial activities for the year ended 31 March 2024**

		2024	2023		
	Unrestricted	Restricted			
	funds	income	Total this		
Note	£	funds	year		
		£	£		
			Total last		
			year		
			£		
<b>Income and endowments from:</b>					
Donations and grants	3	47,556	45,075	92,631	85,473
Fundraising events	4	21,302	-	21,302	25,822
Investment income	5	626	-	626	366
Educational activities	6	31,749	-	31,749	27,053
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total income</b>		<b>101,233</b>	<b>45,075</b>	<b>146,308</b>	138,714
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Expenditure on:</b>					
Educational activities		65,468	57,022	122,490	106,218
Fundraising and event costs		34,701	-	34,701	23,970
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total expenditure</b>	7	<b>100,169</b>	<b>57,022</b>	<b>157,191</b>	130,188
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Net movement in funds</b>		<b>1,064</b>	<b>(11,947)</b>	<b>(10,883)</b>	8,526
<b>Total funds brought forward</b>		<b>104,810</b>	<b>14,891</b>	<b>119,701</b>	111,175
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total funds carried forward</b>		<b>105,874</b>	<b>2,944</b>	<b>108,818</b>	119,701
		<hr/>	<hr/>	<hr/>	<hr/>

The notes on the following pages form part of these accounts.

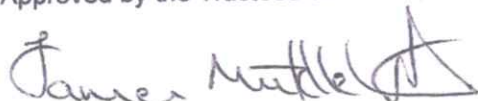
The above results derive from continuing activities. There were no other recognised gains or losses other than those stated above.

## Balance sheet as at 31 March 2024

	Note	2024 £	£	2023 £	£
<b>Fixed assets</b>					
Tangible fixed assets	8	-		-	
<b>Current assets</b>					
Debtors	9	37,079		33,560	
Cash at bank and in hand		82,015		106,711	
		119,094		140,271	
<b>Creditors falling due within one year</b>					
Deferred income		1,500		18,563	
Creditors and accrued expenditure	10	8,776		2,007	
		10,276		20,570	
<b>Net current assets</b>			108,818		119,701
<b>Total net assets</b>			108,818		119,701
<b>Funds</b>					
<b>Unrestricted funds</b>					
General		44,374		43,310	
Designated		61,500		61,500	
			105,874		104,810
<b>Restricted funds</b>					
IT and related		-		14	
Transport		2,944		3,640	
Other		-		11,237	
			2,944		14,891
<b>Total funds</b>	11		108,818		119,701

The notes on the following pages form part of these accounts.

Approved by the Trustees on 14 November 2024 and signed on their behalf by:



James Middlehurst - Chairman

## Notes to the accounts

### 1. Accounting policies

- a. The financial statements of the Charity, which is a public benefit entity under FRS 102, 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) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.
- b. The charity has taken advantage of the disclosure exemption to prepare a cash flow in preparing these financial statements, as permitted by FRS 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland.
- c. All income is recognised in the statement of financial activities when the Charity is legally entitled to the income, there is certainty of receipt and the amount can be measured with sufficient reliability. Income is deferred as necessary when the donor specifies that the income must only be used in future accounting periods or when the donor has imposed conditions which must be met before the Charity has unconditional entitlement.
- d. Resources expended are accounted for on the accruals basis and are allocated to the particular activity to which they directly relate. Expenditure which does not directly relate to a specific activity is allocated to activities on a basis consistent with the use of resources.
- e. Tangible fixed assets are capitalised where the purchase price is £2,500 or more. Such assets are depreciated on a straight-line basis to write off the cost of each asset over its estimated useful economic life. The rates currently in use are:
- *Garden furniture*            *five years*
  - *Office equipment*        *three years*
  - *Other assets*                *three years*
- f. Gift Aid is recognised in the accounting period in which the claim is made and funds have been received from HMRC.
- g. The Charity has restricted and unrestricted funds. Restricted funds can be used only for specific purposes within the objects of the Charity, as defined by donors or when funds are raised for a specific purpose. Unrestricted funds can be used in accordance with charitable objectives at the discretion of the Trustees. Part of the unrestricted funds has been designated by the Trustees for the purposes of specifically identified projects (see funds and reserves policy on page 10).

### 2. Taxation

The Trustees are of the opinion that the Charity is exempt from Corporation Tax on its charitable activities.

### 3. Donations and legacies

	2024	2023
	£	£
Restricted grants	<b>45,075</b>	35,500
Unrestricted grants	<b>37,315</b>	23,100
Gifts and donations, including Gift Aid	<b>10,241</b>	26,873
	<hr/>	<hr/>
<b>Total donations and legacies</b>	<b>92,631</b>	85,473
	<hr/>	<hr/>

**Notes to the accounts (continued)****4. Fundraising**

	2024 £	2023 £
<b>Income raised from ticket sales and other event income</b>	<b>21,302</b>	25,822

**5. Investment income**

	2024 £	2023 £
<b>Bank interest</b>	<b>626</b>	366

**6. Educational activities**

	2024 £	2023 £
<b>Income generated by visitors attending educational activities</b>	<b>31,749</b>	27,053

**7. Total expenditure**

	Educational activities	Fund- raising	Total 2024 £	Total 2023 £
Activity costs	4,944	-	<b>4,944</b>	11,823
Cost of events	-	7,553	<b>7,553</b>	6,468
Marketing	-	5,136	<b>5,136</b>	387
Payroll expenses	106,879	18,861	<b>125,740</b>	101,132
Volunteer expenses	1,021	-	<b>1,021</b>	1,893
Training	193	-	<b>193</b>	703
IT costs	1,516	506	<b>2,022</b>	114
Repairs and maintenance	577	192	<b>769</b>	341
Office costs	4,515	1,505	<b>6,020</b>	5,861
Professional fees	1,092	364	<b>1,456</b>	425
Finance charges	1,110	370	<b>1,480</b>	341
Trustee expenses	10	3	<b>13</b>	-
Independent examination fees	633	211	<b>844</b>	700
<b>Total expenditure</b>	<b>122,490</b>	<b>34,701</b>	<b>157,191</b>	130,188

## Notes to the accounts (continued)

## 8. Tangible fixed assets

	IT equipment £	Garden equipment £	Office equipment £	Other assets £	Total £
<b>Cost</b>					
At 1 April 2023	5,923	3,156	8,061	12,101	29,241
Additions/(disposals)	-	-	-	-	-
<b>At 31 March 2024</b>	<b>5,923</b>	<b>3,156</b>	<b>8,061</b>	<b>12,101</b>	<b>29,241</b>
<b>Depreciation</b>					
At 1 April 2023	5,923	3,156	8,061	12,101	29,241
Charge for the year	-	-	-	-	-
<b>At 31 March 2024</b>	<b>5,923</b>	<b>3,156</b>	<b>8,061</b>	<b>12,101</b>	<b>29,241</b>
<b>Net book value</b>					
<b>At 31 March 2024</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
At 31 March 2023	-	-	-	-	-

Tangible fixed assets have been fully depreciated but are still in use by the Holly Lodge Centre on a daily basis, with appropriate maintenance.

## 9. Debtors

	2024 £	2023 £
Debtors	33,013	31,075
Other debtors	4,066	2,485
<b>Total debtors</b>	<b>37,079</b>	<b>33,560</b>

## 10. Creditors

	2024 £	2023 £
Accounts payable	7,434	1,433
Accruals	1,041	574
Other creditors	301	-
<b>Total creditors</b>	<b>8,776</b>	<b>2,007</b>

## Notes to the accounts (continued)

## 11. Movement in funds

	At 1 April 2023 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 March 2024 £
<b>Unrestricted funds</b>					
General funds	43,310	101,233	100,169	-	44,374
Designated funds	61,500	-	-	-	61,500
<b>Total unrestricted funds</b>	<b>104,810</b>	<b>101,233</b>	<b>100,169</b>	<b>-</b>	<b>105,874</b>
<b>Restricted funds</b>					
IT and related	14	-	14	-	-
Transport	3,640	-	696	-	2,944
Other	11,237	45,075	56,312	-	-
<b>Total restricted funds</b>	<b>14,891</b>	<b>45,075</b>	<b>57,022</b>	<b>-</b>	<b>2,944</b>
<b>Total funds</b>	<b>119,701</b>	<b>146,308</b>	<b>157,191</b>	<b>-</b>	<b>108,818</b>

## 12. Analysis of net assets between funds

## As at 31 March 2024

	Unrestricted £	Restricted £	Total £
<b>Fixed assets</b>			
Tangible fixed assets	-	-	-
<b>Current assets</b>			
Debtors	34,079	-	37,079
Cash at bank and in hand	79,071	2,944	82,015
<b>Current liabilities</b>			
Creditors	8,776	-	8,776
Deferred income	1,500	-	1,500
<b>Net current and total assets</b>	<b>105,874</b>	<b>2,944</b>	<b>108,818</b>

## As at 31 March 2023

	Unrestricted £	Restricted £	Total £
<b>Fixed assets</b>			
Tangible fixed assets	-	-	-
<b>Current assets</b>			
Debtors	33,560	-	33,560
Cash at bank and in hand	91,820	14,891	106,711
<b>Current liabilities</b>			
Creditors	2,007	-	2,007
Deferred income	18,563	-	18,563
<b>Total assets</b>	<b>104,810</b>	<b>14,891</b>	<b>119,701</b>

## Notes to the accounts (continued)

### 13. Related parties

The Holly Lodge Centre was founded in 1994 as part of The Royal Parks education programme. Its aim was to provide an inspirational space to experience Richmond Park. It became a separate charity in 1999 but maintains a close relationship with The Royal Parks and operates in and from land and buildings managed by The Royal Parks. That property is occupied under a licence which was renewed on 4 June 2015 and under which a notional rent is paid (which also covers services provided). The licence expired on 1 June 2020 and was renewed for a further five years. The Trustees recognise that the value to the Charity of the occupation exceeds the notional rent. Due to the unique nature of the property, however, it has not been possible to attribute a value in the accounts. The Trustees would like to express their thanks to The Royal Parks for this continuing and essential support.

### 14. Trustees

The Trustees who served throughout the year are listed on page 1. No Trustee received remuneration during the year (2023: nil). Expenses amounting to £13 were reimbursed to Trustees (2023: £0).

### 15. Employees

No employee received emoluments in excess of £60,000 during the period (2023: nil). The average number of people employed during the period was:

	2024	2023
Full-time equivalent	2.6	2.2
Employee costs were:		
	2024	2023
	£	£
Salaries	110,757	90,123
Social security costs	5,144	3,879
Pension contributions	9,839	7,130
	<hr/>	<hr/>
<b>Total employee costs</b>	<b>125,740</b>	<b>101,132</b>
	<hr/>	<hr/>

### 16. Pension schemes

The Charity operated a money purchase occupational pension scheme with the Crystal Trust, administered by Evolve Pensions Ltd, which transferred to Smart Pension on 1 April 2024. This is open to all new employees. Contributions are also made to employees' personal pension schemes in respect of two existing employees. Those contributions are accounted for as they become payable.

### 17. Volunteers

The Trustees recognise the invaluable support of its volunteers, without whose work the Charity could not operate. Expenses amounting to £1,755 were incurred in respect of, or reimbursed to, volunteers (2023: £1,893).