

COMPANY REGISTRATION NUMBER: 01447612  
CHARITY REGISTRATION NUMBER: 511387

**Lancaster Training Services Limited**  
**Company Limited by Guarantee**  
**Financial Statements**  
**31 July 2025**

**RIVERSIDE ACCOUNTANCY LANCASTER LIMITED**

Chartered accountants & statutory auditor  
Suite 2, 2 Mannin Way  
Lancaster Business Park  
Caton Road  
Lancaster  
LA1 3SU

# **Lancaster Training Services Limited**

**Company Limited by Guarantee**

**Financial Statements**

**Year ended 31 July 2025**

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# **Lancaster Training Services Limited**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report)**

**Year ended 31 July 2025**

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The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 July 2025.

#### **Reference and administrative details**

**Registered charity name** Lancaster Training Services Limited

**Charity registration number** 511387

**Company registration number** 01447612

**Principal office and registered office** 5 Penrod Way  
Heysham  
Lancaster  
LA3 2UZ

#### **The trustees**

Mr R W Little  
Mr G Sierpinski

The Company Secretary and Chief Executive Officer is Mr M Horabin, to whom day to day management of the charity is delegated.

Executive committee - each member company is entitled to send a representative to the executive committee meetings. Such representatives are not trustees.

Kidds Transport Limited  
J & M Collinson Limited  
Darbyshire & Horabin Limited (trading as DCL Transport Ltd)  
Westmorland and Furness Council  
Lancaster City Council  
I Quinn (Haulage Contractors)  
Carrs Billington Limited  
R W Little Esq (Chair)  
S J Bargh Limited  
Bibby's of Ingleton  
G.Powell Esq  
G.Sierpinski Esq (Vice Chair)

# Lancaster Training Services Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 July 2025

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<b>Auditor</b>	Riverside Accountancy Lancaster Limited Chartered accountants & statutory auditor Suite 2, 2 Mannin Way Lancaster Business Park Caton Road Lancaster LA1 3SU
<b>Bankers</b>	Barclays Bank PLC 38 Market Street Lancaster Lancashire LA1 1HR
<b>Solicitors</b>	Oglethorpe, Sturton & Gillibrand 16 Castle Park Lancaster LA1 1YG

# **Lancaster Training Services Limited**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 July 2025**

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

##### **Governing Document**

Lancaster Training Services is a charitable company limited by guarantee and has no authorised or issued share capital 12 members, as indicated in a list held at the registered office, agree to contribute £200 each to the assets of the charity in the event of a winding up. The company is governed by its Memorandum and Articles of Association dated 7 September 1979 as amended by a special resolution dated 13 November 1995. Management of the Charity's affairs is vested in its executive committee.

##### **Appointment of trustees**

The directors and trustees are subject to re-appointment annually by the members in the Annual General Meeting.

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

Trustees are given such advice and information by the Chief Executive Officer as is necessary to allow them to carry out their function.

##### **Organisation**

The operation and administration of the charity is controlled by Mr M Horabin, training manager and company secretary. Strategic issues and important business matters including setting the pay and remuneration of the charity's key management personnel rest with the directors and trustees. They are able to use the advice of the executive committee, to which each of the charity's members can send one representative.

The chair of executive meetings is the charity's chairman, Mr R W Little.

During the year the charity employed one training manager, eleven driving instructors, seven in-house tutors and five administrative staff.

##### **Risk management**

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems are in place to mitigate our exposure to the major risks. The charitable company is striving to build up its liquid assets in its current location and believes that it is taking the necessary steps to achieve this end.

##### **Public benefit**

The charity offers training opportunities to employees of member companies and to others without reference to age, gender, race, or creed. The same criteria apply to trainees taken on under publicly funded schemes.

The aim of the directors and trustees is to provide its facilities on a no profit no loss basis subject to maintaining a satisfactory ongoing cash flow position.

The directors and trustees believe that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

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# **Lancaster Training Services Limited**

**Company Limited by Guarantee**

**Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 July 2025**

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## **Objectives and activities**

The charity's principal object as set out in the Memorandum of Association is to provide training for persons employed or intending to be employed in Road Transport activities or such other persons employed or intending to be employed in such other activities as may benefit from the training services provided by the Company.

The principal activity of the charity during the year was the continuing provision of transport related training services to its members and other outside interests. The charity meets the standards required by the Department for Education / Ofsted, the government body responsible for maintaining the standards of government funded training providers, thus maintaining its status as an approved training centre in North Lancashire and South Cumbria.

Policies adopted to further the objects of the charity:

Maintaining strong links with its member companies in order to continue the original principal activity. Continuing to be the approved training centre for the Department for Education. Achieving high rates of qualification to secure a commensurate level of funding from the Department for Education. Raising the profile of the charity to outside businesses through the wide range of road transport training services provided. Maintaining the standards required by the Department for Education/Ofsted. To maintain the standards required for 'Investors in People'. To maintain links with National bodies which support the charity in the pursuit of its objectives e.g. The National Logistics Academy, The Road Transport Association.

# Lancaster Training Services Limited

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 July 2025

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##### Achievements and performance

In the financial year the charity had an excess of incoming resources over outgoing resources of £173,801 (2024 £166,040) all of which represents unrestricted funds.

The principal funding sources are training allowances received from Skills Funding Agency and invoiced courses.

The bulk of the charity's assets consist of tangible fixed assets, all dedicated to the running of the charity. In consequence of the relocation following compulsory purchase of the company's premises the company had to establish its business at its Heysham location. The trustees believe that the company will generate cash resources to allow the future development of the charity's activities.

##### Reserves Policy

The trustees aim to maintain sufficient reserves to allow the company to continue to provide its training services to its members and to the community. Unrestricted reserves at 31 July 2025 are comprised as follows:

Fixed Asset Reserves	£1,167,063
Free Reserves	£1,109,007
Total	£2,276,070

The trustees believe that free reserves amounting to one half of annual running costs would be appropriate to this charity, the target level being £700,000. Free reserves now satisfy that level and the trustees will be looking for ways in which the charity's activities can be developed commensurate with financial security.

There is an endowment fund of £42,419 which represents the assets of Lancaster and District Road Haulage Group Training Association at the date at which Lancaster Training Services Limited was formed.

##### Investment powers and policy

The Articles of Association permit the trustees to invest in the name of the charity such part of the funds as they see fit.

##### Pricing policy

Pricing policy is such as to provide members with training facilities at as reasonable a cost as possible.

##### Indemnity insurance

Indemnity insurance in respect of the trustees has been provided within a professional indemnity policy. The cost of this insurance amounted to £2,272 (2024: £1,578).

# Lancaster Training Services Limited

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 July 2025

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#### Financial review

A summary of the results is as follows:

	2025 £	2024 £
Total incoming resources	1,481,034	1,461,120
Total resources expended	1,307,233	1,295,080
Net incoming resources for the year	173,801	166,040

#### Plans for future periods

- Increased take up of Driver Certificate of Professional Competence Courses
- Increase Apprentice numbers on motor vehicle maintenance programmes
- Expansion of commercial courses to include initial MOT tester training
- Expansion of commercial courses to include Electric Vehicle safety training

#### Trustees' responsibilities statement

The trustees, who are also directors for the purposes of company law, are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the income and expenditure, for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

# Lancaster Training Services Limited

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 July 2025

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The trustees are responsible for keeping adequate 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 financial statements comply with the Companies Act 2006. 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.

#### Auditor

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

#### Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 14 November 2025 and signed on behalf of the board of trustees by:



Mr R W Little  
Trustee

# **Lancaster Training Services Limited**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of Lancaster Training Services Limited**

**Year ended 31 July 2025**

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#### **Opinion**

We have audited the financial statements of Lancaster Training Services Limited (the 'charity') for the year ended 31 July 2025 which comprise the statement of financial activities (including income and expenditure account), statement of financial position, statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 July 2025 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **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 financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements 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 financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements 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 financial statements are authorised for issue.

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

# **Lancaster Training Services Limited**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of Lancaster Training Services Limited** *(continued)*

**Year ended 31 July 2025**

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#### **Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements 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 there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

#### **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 trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

# Lancaster Training Services Limited

## Company Limited by Guarantee

### Independent Auditor's Report to the Members of Lancaster Training Services Limited *(continued)*

Year ended 31 July 2025

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#### Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are 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 trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

#### Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements 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. 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 financial statements.

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. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Review of trustees minutes and review of nominal postings for legal and professional fees ensured we identified any regulatory compliance issues and laws that charity must follow in the year and to the date of signing the financial statements

Enquiry of management and those charged with governance around actual, suspected and alleged fraud

During the audit we speak to trustees, test the systems and speak to various members of the finance function to understand the entity its processes and the nature of trade to assist in determining if the financial statements are true and fair.

Challenging assumptions made by management in making their significant accounting estimates.

Reviewing financial statement disclosure and testing to supporting documentation to assess compliance with applicable laws and regulations

## **Lancaster Training Services Limited**

### **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of Lancaster Training Services Limited** *(continued)*

#### **Year ended 31 July 2025**

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As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

## **Lancaster Training Services Limited**

**Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of Lancaster Training Services Limited** *(continued)*

**Year ended 31 July 2025**

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We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### **Use of our report**

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them 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 members as a body, for our audit work, for this report, or for the opinions we have formed.



Lyndsay Nicholson FCA (Senior Statutory Auditor)

For and on behalf of  
Riverside Accountancy Lancaster Limited  
Chartered accountants & statutory auditor  
Suite 2, 2 Mannin Way  
Lancaster Business Park  
Caton Road  
Lancaster  
LA1 3SU

17 November 2025

# Lancaster Training Services Limited

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 July 2025

		Unrestricted funds £	2025 Endowment funds £	Total funds £	2024 Total funds £
<b>Income and endowments</b>	<b>Note</b>				
Charitable activities	5	1,434,143	–	1,434,143	1,445,748
Other trading activities	6	11,620	–	11,620	9,833
Investment income	7	35,271	–	35,271	5,539
<b>Total income</b>		<u>1,481,034</u>	<u>–</u>	<u>1,481,034</u>	<u>1,461,120</u>
<b>Expenditure</b>					
Expenditure on charitable activities	8,9	1,305,853	–	1,305,853	1,291,426
Other expenditure	11	953	–	953	–
Taxation	12	427	–	427	3,654
<b>Total expenditure</b>		<u>1,307,233</u>	<u>–</u>	<u>1,307,233</u>	<u>1,295,080</u>
<b>Net income and net movement in funds</b>		<u>173,801</u>	<u>–</u>	<u>173,801</u>	<u>166,040</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		2,102,269	42,419	2,144,688	1,978,648
<b>Total funds carried forward</b>		<u>2,276,070</u>	<u>42,419</u>	<u>2,318,489</u>	<u>2,144,688</u>

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

The notes on pages 16 to 27 form part of these financial statements.

# Lancaster Training Services Limited

Company Limited by Guarantee

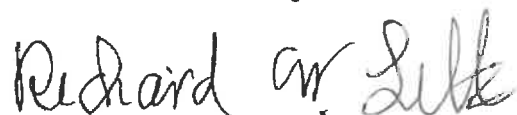
Statement of Financial Position

31 July 2025

	Note	2025 £	2024 (restated) £
<b>Fixed assets</b>			
Tangible fixed assets	16	1,167,063	1,152,588
<b>Current assets</b>			
Stocks	17	7,014	6,100
Debtors	18	181,998	170,026
Investments	19	521,000	435,000
Cash at bank and in hand		656,576	571,428
		<u>1,366,588</u>	<u>1,182,554</u>
<b>Creditors: amounts falling due within one year</b>	21	<u>215,162</u>	<u>190,454</u>
<b>Net current assets</b>		<u>1,151,426</u>	<u>992,100</u>
<b>Total assets less current liabilities</b>		<u>2,318,489</u>	<u>2,144,688</u>
<b>Net assets</b>		<u>2,318,489</u>	<u>2,144,688</u>
<b>Funds of the charity</b>			
Endowment funds		42,419	42,419
Unrestricted funds		2,276,070	2,102,269
<b>Total charity funds</b>	23	<u>2,318,489</u>	<u>2,144,688</u>

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

These financial statements were approved by the board of trustees and authorised for issue on 14 November 2025, and are signed on behalf of the board by:



Mr R W Little  
Trustee

The notes on pages 16 to 27 form part of these financial statements.

# Lancaster Training Services Limited

Company Limited by Guarantee

## Statement of Cash Flows

Year ended 31 July 2025

	Note	2025 £	2024 (restated) £
<b>Cash flows from operating activities</b>			
Net income		173,801	166,040
<i>Adjustments for:</i>			
Depreciation of tangible fixed assets		46,716	47,183
Other interest receivable and similar income		(35,271)	(5,539)
Loss on disposal of tangible fixed assets		953	—
Taxation		427	3,654
Accrued (income)/expenses		(13,800)	5,610
<i>Changes in:</i>			
Stocks		(914)	(1,500)
Trade and other debtors		20,601	(25,218)
Trade and other creditors		7,935	1,523
Cash generated from operations		200,448	191,753
Interest received		35,271	5,539
Tax paid		(2,427)	(3,654)
Net cash from operating activities		<u>233,292</u>	<u>193,638</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible assets		(62,144)	(5,798)
Purchases of other investments		(86,000)	(435,000)
Net cash used in investing activities		<u>(148,144)</u>	<u>(440,798)</u>
<b>Net increase/(decrease) in cash and cash equivalents</b>		85,148	(247,160)
<b>Cash and cash equivalents at beginning of year</b>		<u>571,428</u>	<u>818,588</u>
<b>Cash and cash equivalents at end of year</b>	20	<u>656,576</u>	<u>571,428</u>

The notes on pages 16 to 27 form part of these financial statements.

# Lancaster Training Services Limited

## Company Limited by Guarantee

### Notes to the Financial Statements

Year ended 31 July 2025

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#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 5 Penrod Way, Heysham, Lancaster, LA3 2UZ.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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 (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

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

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

##### Going concern

The accounts show a surplus of £173,801 and there are no material uncertainties regarding going concern. There are also total reserves of over £2.3m. Therefore in the opinion of the trustees the financial statements should be prepared on a going concern basis.

##### Support costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

##### Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# Lancaster Training Services Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 July 2025

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

##### Income tax

The taxation expense represents the aggregate amount of current and deferred tax recognised in the reporting period.

Current tax is recognised on taxable income or expenditure for the current and past periods. Current tax is measured at the amounts of tax expected to pay or recover using the tax rates and laws that have been enacted or substantively enacted at the reporting date.

Deferred tax is recognised in respect of all timing differences at the reporting date. Unrelieved tax losses and other deferred tax assets are recognised to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits. Deferred tax is measured using the tax rates and laws that have been enacted or substantively enacted by the reporting date that are expected to apply to the reversal of the timing difference.

##### Fund accounting

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

Endowment fund is a permanent pool of money built from donations on commencement of the company, that was invested to generate income.

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

# Lancaster Training Services Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 July 2025

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

##### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### Operating leases

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

##### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Freehold property	-	1% straight line
Plant and machinery	-	25% straight line
Motor vehicles	-	25% straight line
Equipment	-	15% straight line

# Lancaster Training Services Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 July 2025

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

##### **Impairment of fixed assets**

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

##### **Stocks**

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stock to its present location and condition.

# Lancaster Training Services Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 July 2025

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

##### Financial Instruments

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

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

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

Debt instruments are subsequently measured at amortised cost.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### 4. Limited by guarantee

Lancaster Training Services Limited is a charitable company limited by guarantee and has no authorised or issued share capital. 12 members as indicated in a list held at the Registered Office agree to contribute £200 each to the assets of the charity in the event of a winding up.

# Lancaster Training Services Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 July 2025

#### 5. Charitable activities

	Unrestricted Funds	Total Funds 2025	Unrestricted Funds	Total Funds 2024 <i>(restated)</i>
	£	£	£	£
Training allowances	639,861	639,861	567,229	567,229
Course fees	675,604	675,604	764,865	764,865
DGSA	26,699	26,699	25,201	25,201
In House Training	91,979	91,979	88,453	88,453
	<u>1,434,143</u>	<u>1,434,143</u>	<u>1,445,748</u>	<u>1,445,748</u>

#### 6. Other trading activities

	Unrestricted Funds	Total Funds 2025	Unrestricted Funds	Total Funds 2024 <i>(restated)</i>
	£	£	£	£
Membership fees	229	229	250	250
Miscellaneous income	11,391	11,391	9,583	9,583
	<u>11,620</u>	<u>11,620</u>	<u>9,833</u>	<u>9,833</u>

#### 7. Investment income

	Unrestricted Funds	Total Funds 2025	Unrestricted Funds	Total Funds 2024 <i>(restated)</i>
	£	£	£	£
Bank interest receivable	<u>35,271</u>	<u>35,271</u>	<u>5,539</u>	<u>5,539</u>

#### 8. Expenditure on charitable activities by fund type

	Unrestricted Funds	Total Funds 2025	Unrestricted Funds	Total Funds 2024 <i>(restated)</i>
	£	£	£	£
Training costs	1,294,000	1,294,000	1,278,425	1,278,425
Support costs	11,853	11,853	13,001	13,001
	<u>1,305,853</u>	<u>1,305,853</u>	<u>1,291,426</u>	<u>1,291,426</u>

#### 9. Expenditure on charitable activities by activity type

Activities undertaken directly	Support costs	Total funds 2025	Total fund 2024
£	£	£	£

Training costs	<u>1,294,000</u>	<u>11,853</u>	<u>1,305,853</u>	<u>1,291,426</u>
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# Lancaster Training Services Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 July 2025

#### 10. Audit and accountancy

	Audit and accountancy £	Total 2025 £	Total 2024 £
Finance costs	<u>11,854</u>	<u>11,854</u>	<u>13,001</u>

#### 11. Other expenditure

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 (restated) £
Loss on disposal of tangible fixed assets held for charity's own use	<u>953</u>	<u>953</u>	<u>—</u>	<u>—</u>

#### 12. Taxation

##### Major components of tax expense

	2025 £	2024 (restated) £
<b>Current tax:</b>		
UK current tax expense	—	3,654
Adjustments in respect of prior periods	427	—
Total current tax	<u>427</u>	<u>3,654</u>
<b>Taxation</b>	<u>427</u>	<u>3,654</u>

The charity's non primary income in 2024 exceeded the £80,000 threshold and therefore the excess became chargeable to corporation tax. In 2025 the charity's non primary income did not exceed this threshold.

##### Reconciliation of tax expense

The tax assessed on the income for the year is lower than (2024: lower than) the standard rate of corporation tax in the UK of 19% (2024: 19%).

	2025 £	2024 (restated) £
Income before taxation	<u>174,228</u>	<u>169,694</u>
Income by rate of tax	33,203	29,853
Adjustment to tax charge in respect of prior periods	427	1,654
Effect of income exempt from tax	<u>(33,203)</u>	<u>(27,853)</u>
Tax on income	427	3,654

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# Lancaster Training Services Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 July 2025

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#### 13. Net income

Net income is stated after charging/(crediting):

	2025	2024 <i>(restated)</i>
	£	£
Depreciation of tangible fixed assets	46,716	47,183
Loss on disposal of tangible fixed assets	953	—
	<u>          </u>	<u>          </u>

#### 14. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2025	2024 <i>(restated)</i>
	£	£
Wages and salaries	768,332	768,985
Social security costs	78,630	58,668
Employer contributions to pension plans	52,687	50,259
	<u>899,649</u>	<u>877,912</u>

The average head count of employees during the year was 26 (2024: 26). The average number of full-time equivalent employees during the year is analysed as follows:

	2025 No.	2024 No.
Management and administration	4	4
Operations staff	16	16
	<u>20</u>	<u>20</u>

The number of employees whose remuneration for the year fell within the following bands, were:

	2025 No.	2024 No.
£70,000 to £79,999	1	1
	<u>1</u>	<u>1</u>

#### 15. Trustee remuneration and expenses

No trustee received any remuneration from the charity during either of the two financial years.

Travel expenses reimbursed to trustees amounted to £3,416 (2024 - £3,675).

During the year the charity paid £80,740 (2024 - £80,040) in remuneration to key management personnel.

# Lancaster Training Services Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 July 2025

#### 16. Tangible fixed assets

	Freehold property £	Plant and machinery £	Motor vehicles £	Equipment £	Total £
<b>Cost</b>					
At 1 August 2024 (as restated)	1,282,127	317,517	327,917	67,413	1,994,974
Additions	–	2,296	42,895	16,953	62,144
Disposals	–	(12,476)	–	(20,377)	(32,853)
<b>At 31 July 2025</b>	<u>1,282,127</u>	<u>307,337</u>	<u>370,812</u>	<u>63,989</u>	<u>2,024,265</u>
<b>Depreciation</b>					
At 1 August 2024	172,988	301,821	308,355	59,222	842,386
Charge for the year	10,220	12,427	20,753	3,316	46,716
Disposals	–	(12,476)	–	(19,424)	(31,900)
<b>At 31 July 2025</b>	<u>183,208</u>	<u>301,772</u>	<u>329,108</u>	<u>43,114</u>	<u>857,202</u>
<b>Carrying amount</b>					
<b>At 31 July 2025</b>	<u>1,098,919</u>	<u>5,565</u>	<u>41,704</u>	<u>20,875</u>	<u>1,167,063</u>
At 31 July 2024	<u>1,109,139</u>	<u>15,696</u>	<u>19,562</u>	<u>8,191</u>	<u>1,152,588</u>

#### 17. Stocks

	2025 £	2024 <i>(restated)</i> £
Raw materials and consumables	<u>7,014</u>	<u>6,100</u>

#### 18. Debtors

	2025 £	2024 <i>(restated)</i> £
Trade debtors	72,098	96,724
Prepayments and accrued income	109,900	73,302
	<u>181,998</u>	<u>170,026</u>

#### 19. Investments

	2025 £	2024 <i>(restated)</i> £
Short-term deposits	<u>521,000</u>	<u>435,000</u>

# Lancaster Training Services Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 July 2025

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#### 20. Cash and cash equivalents

Cash and cash equivalents comprise the following:

	2025	2024 <i>(restated)</i>
	£	£
Cash at bank and in hand	656,576	571,428
Short-term deposits	521,000	435,000
	<u>1,177,576</u>	<u>1,006,428</u>

Cash and cash equivalents comprise cash at bank and in hand.

Deposits with original maturities dated greater than three months are classified as short-term investments.

The 2024 short term deposit comparatives have been reclassified from cash at bank to short term deposits.

#### 21. Creditors: amounts falling due within one year

	2025	2024 <i>(restated)</i>
	£	£
Trade creditors	36,451	33,240
Accruals and deferred income	135,260	116,487
Social security and other taxes	43,451	40,727
	<u>215,162</u>	<u>190,454</u>

#### 22. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £52,687 (2024: £50,259).

# Lancaster Training Services Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2025

## 23. Analysis of charitable funds

### Unrestricted funds

	At 1 August 2024	Income £	Expenditure £	At 31 July 2025 £
General funds	<u>2,102,269</u>	<u>1,481,034</u>	<u>(1,307,233)</u>	<u>2,276,070</u>

	At 1 August 2023	Income £	Expenditure £	At 31 July 2024 £
General funds	<u>1,936,229</u>	<u>1,461,120</u>	<u>(1,295,080)</u>	<u>2,102,269</u>

### Endowment funds

	At 1 August 2024	Income £	Expenditure £	At 31 July 2025 £
Endowment fund	<u>42,419</u>	<u>—</u>	<u>—</u>	<u>42,419</u>

	At 1 August 2023	Income £	Expenditure £	At 31 July 2024 £
Endowment fund	<u>42,419</u>	<u>—</u>	<u>—</u>	<u>42,419</u>

## 24. Analysis of net assets between funds

	Unrestricted Funds £	Endowment Funds £	Total Funds 2025 £
Tangible fixed assets	1,124,644	42,419	1,167,063
Current assets	1,366,588	—	1,366,588
Creditors less than 1 year	(215,162)	—	(215,162)
<b>Net assets</b>	<u>2,276,070</u>	<u>42,419</u>	<u>2,318,489</u>

	Unrestricted Funds £	Endowment Funds £	Total Funds 2024 £
Tangible fixed assets	1,110,169	42,419	1,152,588
Current assets	1,182,554	—	1,182,554
Creditors less than 1 year	(190,454)	—	(190,454)
<b>Net assets</b>	<u>2,102,269</u>	<u>42,419</u>	<u>2,144,688</u>

# Lancaster Training Services Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 July 2025

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#### 25. Analysis of changes in net debt

	At 1 Aug 2024	Cash flows	At 31 Jul 2025
	£	£	£
Cash at bank and in hand	571,428	85,148	656,576
Current asset investments	435,000	86,000	521,000
	<u>1,006,428</u>	<u>171,148</u>	<u>1,177,576</u>

#### 26. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2025	2024 <i>(restated)</i>
	£	£
Not later than 1 year	1,508	286
Later than 1 year and not later than 5 years	3,799	–
Later than 5 years	174	–
	<u>5,481</u>	<u>286</u>

**Lancaster Training Services Limited**

**Company Limited by Guarantee**

**Management Information**

**Year ended 31 July 2025**

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**The following pages do not form part of the financial statements.**

# Lancaster Training Services Limited

Company Limited by Guarantee

## Detailed Statement of Financial Activities

Year ended 31 July 2025

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	2025	2024
	£	£
<b>Income and endowments</b>		
<b>Charitable activities</b>		
Training allowances	639,861	567,229
Course fees	675,604	764,865
DGSA	26,699	25,201
In House Training	91,979	88,453
	<u>1,434,143</u>	<u>1,445,748</u>
<b>Other trading activities</b>		
Membership fees	229	250
Miscellaneous income	11,391	9,583
	<u>11,620</u>	<u>9,833</u>
<b>Investment income</b>		
Bank interest receivable	35,271	5,539
	<u>35,271</u>	<u>5,539</u>
<b>Total income</b>	<u>1,481,034</u>	<u>1,461,120</u>

# Lancaster Training Services Limited

Company Limited by Guarantee

Detailed Statement of Financial Activities *(continued)*

Year ended 31 July 2025

	2025 £	2024 £
<b>Expenditure</b>		
<b>Expenditure on charitable activities</b>		
Wages and salaries	768,332	768,985
Employer's NIC	78,630	58,668
Pension costs	52,687	50,259
Rates and water	11,586	10,425
Light and heat	(582)	(3,135)
Repairs and maintenance	23,601	13,273
Insurance	16,328	15,839
Motor vehicle expenses	83,044	88,872
Legal and professional fees	15,026	17,327
Telephone	4,835	4,177
Other office costs	16,157	26,093
Depreciation	46,716	47,183
Bad debts	1,591	553
Teaching course expenditure	130,403	125,146
ADR course fees	6,850	10,110
Sundry	25,156	35,283
Cleaning	13,087	11,525
Computer costs	8,423	6,685
Bank charges	3,983	4,158
	<u>1,305,853</u>	<u>1,291,426</u>
<b>Other expenditure</b>		
Loss on disposal of tangible fixed assets held for charity's own use	953	—
	<u>953</u>	<u>—</u>
<b>Taxation</b>		
Current taxation charge/credit	—	3,654
Over/under provision in prior year	427	—
	<u>427</u>	<u>3,654</u>
<b>Total expenditure</b>	<u>1,307,233</u>	<u>1,295,080</u>
<b>Net income</b>	<u>173,801</u>	<u>166,040</u>

