

CORAM LIFE EDUCATION HILLINGDON LIMITED
(A Company limited by guarantee)



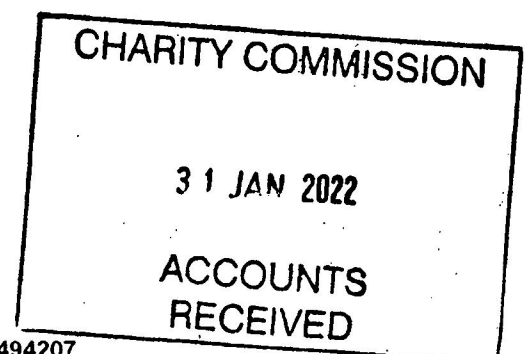
REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

CHARITY NO: 1068047

COMPANY REGISTERED IN ENGLAND NO: 3494207

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LEGAL AND ADMINISTRATIVE INFORMATION

Status

The organisation is a charitable company limited by guarantee, incorporated on 16th January 1998 and registered as a charity on 11th February 1998.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under the Articles, one-third of the trustees retire by rotation at the AGM and are able to offer themselves for re-election.

Directors and Trustees

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout the report are collectively referred to as the trustees.

The trustees serving during the year were as follows:

Trustees

John Connolly
Kevin Dupree (Vice-Chair)
Sue Johnson (Company Secretary)
Derek Johnson (Treasurer)
Kevin Mullally
Gillian Pearce
Pauline Seston
Liz Wakling

Chair

Nicholas Smith

Registered Office

Unit 301, Chimes Shopping Centre, Uxbridge, UB8 1GD

Accountants

Lewis Associates, Chartered Certified Accountants
75 Coniston Gardens
London
NW9 0BA

Bankers

Barclays Bank PLC, Building 315, Hatton Cross, Heathrow Airport,
Hounslow, Middlesex TW6 2JJ

Report of the trustees for the year ended 31 March 2021

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 31st March 2021

Legal and administrative information set out on page 2 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities.

Objects of the Charity

The objects of the charity are to advance the education of children and young people particularly in respect of the damages of drugs and addictive materials and substances. Primarily teaching is provided by specially trained educators, through skills development, interactive participation, with the assistance of DVDs, and other forms of audio visual material and publications and by using any other means of dissemination and communication of educational material and information primarily in the London Borough of Hillingdon.

Organisation

A board of trustees currently of nine members, who meet quarterly, administers the charity.

Investment powers

Under the Memorandum and Articles of Association, the charity has the power to make any investment as the trustees see fit.

Review of Activities and Future Developments

The Covid pandemic resulted in the closure of schools for much of the year.

As a consequence we visited only 14 schools when we normally visit around 50.

The educators were furloughed for long periods and one educator resigned in December 2020.

The mobile classrooms we used to deliver the sessions are very enclosed spaces with limited ventilation and surfaces that are difficult to clean. For this reason

Coram advised all Delivery Partners to stop using them. Along with many other Delivery Partners across the country, we decided to sell our mobile classrooms and change to in-school delivery in classrooms and school halls (called Lifebase)

Coram have developed a remote format (SCARF online) where the educators do not have to enter the school. If required by our schools our educators will be trained to deliver in this format.

Statement of Public Benefit

The aims of Coram Life Education Hillingdon Limited are to advance the education of children and young people, particularly in respect of the damaging effects of drugs and addictive materials and substances. Teaching is provided by specially trained educators, using interactive teaching methods.

Ensuring our work delivers our aims

The aims and objectives for Coram Life Education Hillingdon Limited are set out above and are reviewed at the direction of the trustees, subject to our licence and when activities are changed.

We refer to the guidance contained in the Charity Commission's documents on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

How our activities deliver public benefit

Our service is available to all primary school children in the London borough of Hillingdon and in surrounding boroughs and adjoining educational authorities. We believe that by offering our service, Coram Life Education Hillingdon Limited gives young local people the chance to learn in a structured way so that they can make informed choices. This has had a positive effect locally and we continually evaluate the effectiveness of our service.

During the last financial year we have continued to extend our service to support parents and carers.

Report of the trustees for the year ended 31 March 2021 (continued)

Trustee's responsibilities in relation to the financial statements

Company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

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

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Companies Act 2006. The trustees 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.

By order of the trustees:

Nicholas Smith
Chair of Trustees

16th September 2021

ACCOUNTANTS REPORT TO THE DIRECTORS ON THE UNAUDITED ACCOUNTS

OF CORAM LIFE EDUCATION HILLINGDON LIMITED

You are responsible for the preparation of the accounts for the year ended 31 March 2021 set out on pages 5 to 8, and you consider that the company is exempt from an audit under the provisions of Section 477(1) of the Companies Act 2006. In accordance with your instructions, we have compiled these unaudited accounts to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.

16th September 2021

Lewis Associates
Chartered Certified Accountants
75 Coniston Gardens
London
NW9 0BA

STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure Account)
for the year ended 31st March 2021

	Unrestricted Funds	Restricted Funds	Total Funds 2020/21	Total Funds 2019/20
	£	£	£	£
Incoming resources				
Hillingdon Community Trust	0	1,373	1,373	7,651
School fees	20,250		20,250	75,370
Fundraising	5,816		5,816	3,722
Sale of Harold books	55		55	1,494
Bank Interest	10		10	27
donations	1,300		1,300	195
furlough	34,355	0	34,355	0
sale of mobile classrooms	2,500	0	2,500	0
insurance rebate	0		0	137
Total incoming resources	<u>64,285</u>	<u>1,373</u>	<u>65,658</u>	<u>88,596</u>
Resources expended				
Salaries, tax and NI and pensions	50,598	0	50,598	59,388
Educator travel	0		0	214
Mobile unit repairs and maintenance	0		0	90
Legal and professional fees	513		513	2,114
Towing of mobile unit	0		0	9,330
Life Education licence fee	10,169		10,169	9,970
Training expenses	25	0	25	27
Insurance	2,458		2,458	2,926
Purchase of Harold books and stickers	0		0	2,155
Loss on asset disposal		83,563	83,563	0
Depreciation	0	752	752	9,536
Stationery	0	0	0	265
fundraising expenses	0		0	125
Con club deposit	0		0	200
classroom expenses	231		231	182
Sundry Expenses	85		85	0
Total resources expended	<u>64,080</u>	<u>84,315</u>	<u>148,395</u>	<u>96,522</u>
Net incoming resources for the year	205	-82,942	-82,736	-7,926
Balance brought forward 1 April 2020	<u>24,328</u>	<u>98,083</u>	<u>122,411</u>	<u>130,336</u>
Funds balance carried forward				
31-Mar-21	<u>24,533</u>	<u>15,141</u>	<u>39,675</u>	<u>122,411</u>

The statement of financial activities indicates all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

CORAM LIFE EDUCATION HILLINGDON LIMITED
BALANCE SHEET AS AT 31 MARCH 2021

	Note	2020/21 £		2019/20 £
Fixed Assets				
Tangible fixed assets	4	1,504		85,819
Current Assets				
Current account 3490		8,539		7,639
Reserve for replacement mobile 2163		-	*	2,457
BACS payments 8799		20,650	*	14,596
General Reserve 5281		-	*	2,011
John Harden Bus 8950		-	*	2,666
Stock	5	1,339		1,339
Debtors	8	7,642		7,270
Less Current Liabilities				
Creditors		-		(1,386)
Net Assets		<u>39,674</u>		<u>122,411</u>

	2020/21 £	2019/20 £
Funds		
Unrestricted funds		
General purpose funds	24,533	24,328
Restricted funds		
	<u>15,141</u>	<u>98,083</u>
	<u>39,674</u>	<u>122,411</u>

For the year ended 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- * The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006
- * The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records at the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies *subject to the small companies' regime and in accordance with FRS102.*

Approved by the Board on 16th September 2021 and signed on its behalf by:-

Nicholas Smith
Chair of Trustees

Derek Johnson
Honorary Treasurer

CORAM LIFE EDUCATION HILLINGDON LIMITED

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting Policies

(a) Basis of preparation of accounts

These accounts have been prepared under the historical cost convention with items recognised at cost or transactions value unless otherwise stated in relevant notes to these accounts.

The accounts have been prepared in accordance with:

- * the statement of recommended Practice : Accounting and Reporting by charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK issued on 16th July 2014

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

(b) Grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

(c) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

(d) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

(e) Designated funds are unrestricted funds earmarked by the management committee for particular purposes.

(f) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

2 Trustees' Remuneration

No remuneration directly or indirectly out of the charity was paid or payable for the period to any trustee or any person or persons known to be connected with any of them in attendance of meetings or functions.

3 Taxation

The charitable company is exempt from corporation tax on its charitable activities.

4	Tangible Fixed Assets	Mobile Units	Equipment	Total
		£	£	£
	Balance Brought Forward 1 April 2020	83,563	2,256	
	All Mobile Units sold	-83,563	0	
	total	0	2,256	
	Depreciation			
	Charge for the year	<u>0</u>	<u>752</u>	752
	Net Book Value			
	As at 31 March 2021	<u>0</u>	<u>1,504</u>	<u>1,504</u>

CORAM LIFE EDUCATION HILLINGDON LIMITED

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2021 (continued)

5	Stock	2020/21			2019/20
		£			£
	Books			<u>1,339</u>	<u>1,339</u>
6	Statement of Funds				
		At 1 April			At 31 March
		2020	Income	Expenditure	2021
		£	£	£	£
	Unrestricted Funds:				
	General Purpose Fund	<u>24,328</u>	<u>64,285</u>	<u>64,080</u>	<u>24,533</u>
	Designated Fund:				
	Mobile Units, equipment & HCT grant	<u>98,083</u>	<u>1,373</u>	<u>84,315</u>	<u>15,141</u>

7 Reserves Policy

Coram Life Education Hillingdon aims to maintain a minimum level of reserves as required in order to ensure prudence in its financial management. The reserves policy aims to provide working capital to cover operational costs for six months. The reserves also cover salary costs for key staff members of staff, for a period of six months. The free reserves required to achieve this objective total is estimated to be £25,000. This figure acknowledges that income will continue to be generated during any period where a given contract is being reduced or discontinued. The total level of reserves may vary, dependent on Coram Life Education Hillingdon's operational budget. The current level of free reserves is just short of the reserve policy set out.

8 Debtors

Schools which were visited before 31-3-21 did not pay until after 1-4-21.

BWI	£475.00
Frithwood	£1,800.00
North London	£600.00
Robertswood	£710.00
St Georges	£710.00
St Josephs	£590.00
Warrender primary	£475.00
Whiteheath junior	£590.00
Yeading Junior	£710.00

total schools **£6,660**
march 2021 furlough **£982**

total **£7,642**