

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



FOR THE YEAR ENDED 31 MARCH 2023

CHARITY NO: 1068047

COMPANY REGISTERED IN ENGLAND NO: 3494207

CORAM LIFE EDUCATION HILLINGDON LIMITED

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

Nicholas Smith (retired as Chair in November 2022 and became Vice Chair)

Sue Johnson (Company Secretary - retired in November 2022)

Derek Johnson (Treasurer)

Kevin Mullally

Gillian Pearce

Liz Wakling

Colin Turfus (became Company Secretary in November 2022)

Susan Constant (joined in November 2022)

Chair

Kevin Dupree (Retired as Vice-Chair in November 2022 and became Chair)

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 2023

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 31st March 2023

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 a range 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

We operated with one Educator until September 2022. In March 2022 we recruited two new Educators. One started delivering in September 2022 and the other in January 2023. Many schools have delayed booking us and some have withdrawn altogether. This caused a cash flow problem but some fund raising plus additional project work from Coram have ensured our solvency. We visited 34 schools and we started a marketing campaign to recruit more schools. The administration which was being done by trustees is now being carried out by an Educator.

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 2023 (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

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Nicholas Smith
Vice Chair of Trustees

10th July 2023

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 2023 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.

Lewis associates

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

10th July 2023

CORAM LIFE EDUCATION HILLINGDON LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure Account)
for the year ended 31st March 2023**

	Unrestricted Funds	Restricted Funds	Total Funds 2022/23	Total Funds 2021/22
	£	£	£	£
Incoming resources				
Hillingdon Community Trust	0	0	0	7,193
School fees	30,532		30,532	30,147
School Fees (Debtors being paid after 1/4/22)	2,455		2,455	9,770
Fundraising	2,345		2,345	2,500
Profit on sale Harold books	22		22	1,019
Bank Interest	32		32	3
donations	0		0	52
furlough	0	0	0	2,438
Income from Coram	231	0	231	0
insurance rebate	0		0	231
Total incoming resources	35,617	0	35,617	53,353
Resources expended				
Salaries, tax and NI and pensions	38,590	0	38,590	32,694
Educator travel	143		143	210
DBS	61		61	0
Legal and professional fees	488		488	323
software	518		518	0
Life Education licence fee	8,597		8,597	11,021
Training expenses	6,074	0	6,074	0
Insurance	1,107		1,107	1,384
recruitment	476		476	0
IT sundries	316	0	316	0
Depreciation	0	860	860	600
carry bags	388	0	388	20
classroom expenses	533		533	0
printing	232		232	0
zoom	144		144	144
safeguarding training	0		0	25
conference	220		220	0
Job Advertisement	0		0	150
SCARF fee refund	0		0	238
Cover from Coram	538		538	172
Total resources expended	58,424	860	59,284	46,981
Net incoming resources for the year	-22,807	-860	-23,667	6,372
Balance brought forward 1 April 2022	<u>24,302</u>	<u>21,734</u>	<u>46,037</u>	<u>39,676</u>
Funds balance carried forward 31-Mar-23	<u>1,495</u>	<u>20,874</u>	<u>22,369</u>	<u>46,048</u>
transfer of restricted reserves	20874	-20874		
	22369		22369	

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 2023

	Note	2022/23 £	2021/22 £
Fixed Assets			
Tangible fixed assets	4	2,419	1,663
Current Assets			
Current account 3490		2,083	2,154
BACS payments 8799		15,092	32,129
Stock	5	320	320
Debtors	7	2,455	9,770
Less Current Liabilities			
Creditors		-	-
Net Assets		<u>22,369</u>	<u>46,036</u>
		2022/23	2021/22
Funds		£	£
Unrestricted funds			
General purpose funds		22,369	24,302
Restricted funds			
		0	21,734
		<u>22,369</u>	<u>46,036</u>

For the year ended 31 March 2023 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 10th July 2023 and signed on its behalf by:-

Nicholas Smith
Nicholas Smith
Vice-Chair of Trustees

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

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

Equipment

£

£

Cost

Balance Brought Forward 1 April 2022

1,663

New laptop and iPad in august

1,616

total

3,279

Depreciation

Charge for the year

860

Net Book Value

As at 31 March 2023

2,419

CORAM LIFE EDUCATION HILLINGDON LIMITED

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023 (continued)

		2022/23	2021/22
5	Stock	£	£
	Books	<u>320</u>	<u>320</u>

6 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.

7 Debtors

Schools visited before 1st April 2023 but paid after

Chalfont	£325.00
Heathrow	£750.00
Robertswood	£630.00
St George	£750.00

total £2,455.00