

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



FOR THE YEAR ENDED 31 MARCH 2024

CHARITY NO: 1068047

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
Colin Turfus (Company Secretary)
Derek Johnson (Treasurer)
Kevin Mullally
Gillian Pearce
Liz Wakling
Susan Constant

Chair

Kevin Dupree

Registered Office

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

Accountants

Lewis Associates, Chartered Certified Accountants

75 Coniston Gardens
London
NW9 0BA

Bankers

Barclays UK PLC Leicester LE87 2BB

CORAM LIFE EDUCATION HILLINGDON LIMITED

Report of the trustees for the year ended 31 March 2024

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 31st March 2024

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

2023/2024 has been a challenging financial year as charities are still being impacted by the impacts of Covid 19. Our customers, the Schools have had financial cutbacks, resulting reduced bookings from Schools. Due to this Sarah and Karen started completing some work for CLE and we invoiced CLE for hours completed. As insufficient bookings continued we operated a voluntary wage reduction programme for a few months we educator days reducing from 3 to 2 days. We were sorry to see Karen resign from us in October 2023 and thankful for her input over a difficult period.

As a result of a program of intense effort by Kay and Sarah, the financial situation of CLEH is much improved and bookings are up. Sarah and Kay both took part in the informative talks at Junior Citizens to numerous Year 5 children at Brunel University, promoting online safety. This raised the profile of CLEH to schools in Hillingdon. Lots of positive feedback received. This year to date Sarah and Kay have visited over 9,000 children with all (Core, RSE and KS1 Mental Wellbeing) workshops. There have also been several pilots for KS2 Mental Wellbeing Workshops and Sarah is ready to confidently roll these out on going in the next academic year. St. Laurence at Cowley and Belmore were very helpful in allowing them to 'practice' with their willing KS2 children. All were very well received.

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.

CORAM LIFE EDUCATION HILLINGDON LIMITED

Report of the trustees for the year ended 31 March 2024 (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

9th July 2024

OF CORAM LIFE EDUCATION HILLINGDON LIMITED

You are responsible for the preparation of the accounts for the year ended 31 March 2024 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

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

9th July 2024

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CORAM LIFE EDUCATION HILLINGDON LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure Account) for the year ended 31st March 2024

	Unrestricted Funds	Restricted Funds	Total Funds 2022/23	Total Funds 2022/23
	£	£	£	£
Incoming resources				
School fees	41,635		41,635	30,532
School Fees (Debtors who paid after 1/4/24)	7,733		7,733	2,455
Fundraising	1,557		1,557	2,345
Profit on sale Harold books	0		0	22
Bank Interest	171		171	32
Donations	1,000		1,000	0
Branch work for Coram	5,035	0	5,035	231

Total incoming resources	<u>57,131</u>	<u>0</u>	<u>57,131</u>	<u>35,617</u>
Resources expended				
Salaries, tax and NI and pensions	36,121	0	36,121	38,590
Educator travel	175		175	143
DBS	31		31	61
Legal and professional fees	139		139	488
Software	76		76	518
Life Education licence fee	7,420		7,420	8,597
Training expenses	90	0	90	6,074
Insurance	836		836	1,107
Recruitment	0		0	476
IT sundries	0	0	0	316
Depreciation	798	0	798	860
Carry bags	0	0	0	388
Display board	157		157	0
Classroom expenses	157		157	533
Printing	100		100	232
Phone card	70		70	
Zoom Licence	144		144	144
Conference	0		0	220
Write-off of Workbooks	320		320	
Cover from Coram	0		0	538
Total resources expended	<u>46,634</u>	<u>0</u>	<u>46,634</u>	<u>59,285</u>
Net incoming resources for the year	10,497	0	10,497	-23,668
Balance brought forward 1 April 2023	<u>22,369</u>		<u>22,369</u>	<u>46,037</u>
Funds balance carried forward				
31-Mar-24	<u>32,866</u>	<u>0</u>	<u>32,866</u>	<u>22,369</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.

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CORAM LIFE EDUCATION HILLINGDON LIMITED
BALANCE SHEET AS AT 31 MARCH 2024

	Note	2023/24	2022/23
		£	£
Fixed Assets			
Tangible fixed assets	4	1,621	2,419
Current Assets			
Current account 3490		1,867	2,083
BACS payments 8799		21,645	15,092
Stock	5	-	320
Debtors	7	7,733	2,455
Less Current Liabilities			
Creditors			-
Net Assets		<u>32,866</u>	<u>22,369</u>

Funds	2023/24	2022/23
	£	£
Unrestricted funds		
General purpose funds	32,866	22,369
Restricted funds		
	<u>0</u>	<u>0</u>
	<u>32,866</u>	<u>22,369</u>

For the year ended 31 March 2024 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 9th July 2024 and signed on its behalf by:-

Nicholas Smith

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Nicholas Smith
Vice-Chair of Trustees

CORAM LIFE EDUCATION HILLINGDON LIMITED

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

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 2023	2,419	
total	<u>2,419</u>	
Depreciation		
Charge for the year	<u>798</u>	
Net Book Value		
As at 31 March 2024	<u>1,621</u>	

CORAM LIFE EDUCATION HILLINGDON LIMITED

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024 (continued)

		2023/24	2022/23
5	Stock	£	£
	Books	<u>nil</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 2024 but paid after

coteford	£563.00
frithwood	£1,875.00
grange park	£1,125.00
hillside	£520.00
minet	£1,500.00
robertswood	£650.00
whiteheath	£1,500.00

total £7,733.00