

**Sheffield Association for the Voluntary Teaching of English
(S.A.V.T.E)**
(A company limited by guarantee)

**Financial Statements for the year
ended 31 July 2022**

Charity number: 1081597

Company number: 03865216



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Sheffield Association for the Voluntary Teaching of English
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Sheffield Association for the Voluntary Teaching of English
Administrative details

Also known as S.A.V.T.E

Registered Charity number 1081597

Registered Company Number 3865216
company limited by guarantee

Directors (Trustees): Sarah Beardsmore - Co Chair and Treasurer
Sylvia Ashton - Co Chair
Jess Elmore - resigned 5 December 2021
Lyn Brandon - resigned 5 December 2021
James Dimond
Patricia Panella
Joanna Reybolds
Fanda Alazani
Khaldoon Almuthhaqi - appointed 5 December 2021
Usha Blackham - appointed 5 December 2021

Company Secretary Stella Burton

Registered office 7 Castle Green
Sheffield
S3 8LX

Bankers	Unity Trust Bank plc Nine Brindleyplace Birmingham B1 2HB	The Charity Bank Ltd Fosse House 182 High Street Tonbridge TN9 1BE
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Independent examiner F Hazlehurst FMAAT
Voluntary Action Rotherham
Community Accountancy
The Spectrum
Coke Hill
Rotherham
S60 2HX

**Sheffield Association for the Voluntary Teaching of English
Directors` report (incorporating the Trustees` annual report)
for the period ending 31 July 2022**

The Trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and financial statements for the 12-month period ending 31st July 2022.

Structure, Governance and Management

Sheffield Association for the Voluntary Teaching of English (company number 3856216) was incorporated on 26 October 1999 and its Memorandum and Articles of Association govern it. Its legal status is that of a company limited by guarantee. It has no share capital and the liability of each member in the event of winding-up is limited to £1. It became a registered charity on 17 July 2000 (Charity number 1081597).

The Board is made up of elected members, who are elected at the Association's Annual General Meeting. The Board meets on a bi-monthly basis. There are four subgroups to the board, Finance Group, Communications and Community Development Group, Business Development group and the People's Group (HR and Equality Diversity and Inclusion). Day to day project activity is carried out by paid staff and volunteers.

Charitable Objects

The objects of the charity are to advance the education and social well-being of people whose relationships are restricted through language difficulties or some degree of illiteracy, in Sheffield and district, without distinction of race, or of sex, or of political, religious or other opinions, by associating with the local authorities and voluntary organisations in the provision of facilities for the teaching of English. The Association shall be non-party in politics and non-sectarian in religion.

Public Benefit Statement

The Trustees of Sheffield Association for the Voluntary Teaching of English (SAVTE) take their responsibilities seriously and are confident that the organisation's activities meet the public benefit guidance for the Charity Commission.

SAVTE's activities this year continue to meet the aim of promoting the education, wellbeing, progression and integration of all our participants, particularly those who face additional barriers and cannot access mainstream English learning provision. SAVTE aims to help develop learners' competence in everyday English language skills in order to become more active and empowered citizens in their communities. SAVTE aim to recruit more volunteers from within the communities to provide progression opportunities and help build community resilience. SAVTE works in partnership with local community organisations, to enhance local provision by providing specialist English support services which local organisations are unable to provide.

SAVTE's main activities are:

1. Recruit and train volunteers to support English language learning for speakers of other languages.
2. Support volunteers to work with learners who are unable to access mainstream education provision. The volunteers support learners to develop everyday language skills in a range of settings. These are in the home or via the internet on a one-to-one basis, or in small informal groups either online or in the community. As a result of service adaptations during the pandemic, we are able to continue to offer hybrid learning opportunities to suit individual needs.

Sheffield Association for the Voluntary Teaching of English
Directors' report (incorporating the Trustees' annual report) continued
for the period ending 31 July 2022

Public Benefit Statement Continued

3. Developing community based activities that support community development and community cohesion through working in partnership with local organisations. This aims to widen the opportunities to learn and practice English as well as meet other people and connect with local organisations and services. Through this participation, learners develop skills and confidence and progress onto new activities or volunteering.
4. Delivering English learning activities at the Sanctuary Hub as a partner of the Sheffield Project for Refugee Integration and Growth (SPRING).
5. Delivering Accredited Volunteer and Language Level 1 Programme to those new to volunteering.
6. Developing and sharing ESOL resources that support living in Sheffield. Maintaining an open access to an ESOL resource and learning centre
7. Delivering a Digital Inclusion Programme that enables learners to take the first steps into the digital world to access online services.
8. Delivering English for orientation to new arrivals in Sheffield.
9. Developing a Community Volunteer Development Programme to provide opportunities to gain employability skills and experience.

The beneficiaries are adults from BAME communities, a significant number are refugees and asylum seekers. They face a range of different barriers to accessing mainstream education provision, e.g. they may be full time carers, have a disability, live with a health condition, have no experience of formal education or lack the confidence and self-esteem needed to attend mainstream ESOL provision.

Through providing opportunities to learn English, SAVTE aims to reduce the isolation of the most excluded members of the Sheffield community. It encourages their participation in local activities to break down barriers and generate relationships of mutual exchange through learning.

The Trustees continually review service provision, to ensure that it responds to need and provides maximum benefit to learners.

Review of Activities and Achievements

This year marks the end of a 5 year capacity building grant from the National Communities Lottery Fund. This grant has been pivotal in enabling our transformation since 2018. The key achievements we have been able to report on at the end of this 5 year period is our growth in terms of income (therefore staffing), our modernised systems and processes and finalisation of our mission, objectives and values. As a result we have a highly motivated and skills staff team, increased capacity to respond to need in the city and an excellent reputation for quality and innovation.

Sheffield Association for the Voluntary Teaching of English
Directors` report (incorporating the Trustees` annual report) continued
for the period ending 31 July 2022

Review of Activities and Achievements continued

Our ethos is continuous improvement, and this year we have focused on developing robust evaluation processes and invested in a Quality Manager to ensure all our delivery meets contractual standards to manage all classroom delivery. We have designed and developed a new database and developed the new Volunteer Development Programme. We have continued to deliver Digital Inclusion Support, including provision of devices and we have invested in staff and volunteers through training and mentoring. Following the easing of Covid-19 related restrictions, we have gradually resumed face to face activities in the community and in homes, and have designed 3 new ESOL courses aimed at Entry 2-3 learners as we identified this as a gap in the city. We trained 18 volunteers from two Community Sponsorship Organisations (groups established to host refugee families) as our commitment to welcoming refugees to the city. We continue to be an active member of the SPRING Partnership that provides an integrated approach for refugees in Sheffield, this partnership has grown in confidence and has secured forward funding into 2023. The partnership has also responded to the increase in demand as a result of the war in the Ukraine.

Challenges and Impact due to Covid-19 - Throughout the pandemic, SAVTE continued to deliver English support online which involved redesigning our training courses, creating new resources and providing devices and support. We have continued to offer online learning to all our participants providing more choice and flexibility and to ensure people remain safe. The staff team worked tirelessly throughout the 3 lockdowns, despite their own personal circumstances. This year, the impact of the pandemic on wellbeing needs to be acknowledged here. Time has been spent ensuring staff's own wellbeing needs have been met, and therefore we made the decision to drive targets up thereby taking the pressure off staff. In addition, we have felt the impact on grant funding and contract income. Unexpected changes to Adult Education Budget criteria meant that our 1:1 programme was no longer eligible for funding, we spent a lot of time campaigning and negotiating change, Sheffield Council were good to support us with transition funding, however the criteria was fixed and in response we restructured our delivery model to integrate this essential contract into our provision. Furthermore, there has been an overall reduction in available funding as a result of the economic downturn, and whilst this was not a problem during 2020-21, we have had to carefully time and prioritise our bids for new funds to dovetail with the expiry of old funds – this has been nail biting stressful. We have been successful in securing four more years of National Community Lottery Funding, Charity's Aid Foundation Resilience Funding and Covid Recovery Funding from Sheffield Council. This boost in income has enabled us to recruit new staff and return to pre-pandemic operation levels. This situation, however, highlighted the precarious nature of our grant funding, and as a result trustees have turned their attention to developing a resilient strategy which will include diversifying our income streams.

The biggest highlight of the year was delivering the first accredited Volunteer and Language Training course in the UK to 14 refugees and British people new to volunteering. This was part of our new Volunteer Development Programme. The cohort included 11 different nationalities, 7 languages with most participants overcoming significant barriers to entering volunteering and employment, including limited mobility and learning difficulties. 13 people completed the course and continue to volunteer with SAVTE.

Sheffield Association for the Voluntary Teaching of English
Directors` report (incorporating the Trustees` annual report) continued
for the period ending 31 July 2022

Review of Activities and Achievements continued

More than Just a Language – whilst SAVTE provide English Language support, there is so much more that we provide. This year we have created a ‘Sources of Help’ signposting database for wider support services which we have seen an increasing need for, these include food banks across Sheffield. We are now registered as a referrer to all food banks managed by the Trussel Trust and have started making referrals for learners in need. This is an example how we are continually improving our services in response to changing need.

The outputs for year. (Face to Face activities fully resumed April 2022).

1:1 Participant Programme	
1:1 Participant Learners	78
1:1 Volunteers	72
1:1 Learner Participants in small groups	6
1:1 Participants progressing to conversation groups	13
Online Conversation Group Programme	
No. of groups	9
No of new groups planned	0
Online Group Volunteers	18
Online Group Learners	209
Community / Conversation Groups	
No. of groups (face to face)	16
Total no. of participants accessing community groups	455
No. of Group Volunteers	32
Hotel Groups (Holiday Inn Express and Jasmine Court)	309
Total no. of New Arrivals supported (men and women)	
Volunteer Training Programme	
New volunteers trained 1:1	62
New conversation group volunteers trained	
Development Volunteers trained with accreditation	14
Digital Inclusion Programme	
Number of participants accessing devices and receiving support	42
Number of participants receiving Data packages	7

Sheffield Association for the Voluntary Teaching of English
Directors` report (incorporating the Trustees` annual report) continued
for the period ending 31 July 2022

Future Plans

Last year we consolidated our aims, values and goals by producing an evaluation outcomes framework, Theory of Change and developing our community development approach. Going forward we are confident that our operations are fit for purpose and fully measurable and therefore we now need to turn our attention to our longer term resilience strategy. This will include a rebrand, updating our name and image to represent us better, this will lead onto developing a marketing strategic plan, to ensure that we reach all our stakeholders – whether they are participants requiring our services or potential corporate donors. Our Business sub group will investigate business models which enable us to secure lucrative contracts and diversify our income streams. We plan to develop partnerships outside of Sheffield and explore delivering our expertise nationally. We will continue to seek grant funding and negotiate with Sheffield Council for further support. We will continue to partner with the SPRING Partnership to deliver ESOL to refugees and asylum seekers, and with increased capacity respond to the Ukrainian Crisis

We are extremely grateful for the ongoing support of Sheffield Council, the National Lottery Community Fund and to all our volunteers for their time, commitment and enthusiasm to enable us to continue to provide such an essential service for many ESOL learners in the city of Sheffield.

Reserves Policy

We will hold reserves to a value of between 3 and 6 months budgeted expenditure. For 2022/23 monthly budgeted expenditure is £52,321 so the target for reserves is to fall between £156,963 and £313,926 these figures include the potential redundancy and notice costs of £65,129. Our general reserves currently stand at £201,341 which is within the desired level.

Sheffield Association for the Voluntary Teaching of English
Directors` report (incorporating the Trustees` annual report) continued
for the period ending 31 July 2022

Directors Responsibilities for the Financial Statements

Company law requires the directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company at the end of the year and of the surplus or efficiency for the year then ended.

In preparing those financial statements, the trustees are required to select suitable accounting policies and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the company, and enable them to ensure that the financial statements comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Small Company Provisions:

This report has been prepared in accordance with the special provisions for small companies under part 15 of the Companies Act 2006.

The directors declare they have approved the directors' report above.

Signed: 

Date: 30/11/2022

Print Name: Sarah Beardsmore
Director

**Independent examiners report to the trustees of
Sheffield Association for the Voluntary Teaching of English ("the Company")
for the period ending 31 July 2022**

I report to the charity trustees on my examination of the accounts of the Company for the period ended 31 July 2022.

Responsibilities and Basis of Report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.


Independent Examiner's Statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Accounting Technician, which is one of the listed bodies.

I have completed my examination. I confirm no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Date: 1 December 2022

F Hazlehurst FMAAT
Voluntary Action Rotherham Ltd
Community Accountancy
The Spectrum
Coke Hill
Rotherham
S60 2HX

Sheffield Association for the Voluntary Teaching of English
Statement of Financial Activities
for the period ending 31 July 2022

		Unrestricted Funds £	Restricted Funds £	2022 Total £	2021 Total £
INCOMING RESOURCES					
Donations	2	10,581	-	10,581	663
Charitable Activities	3	92,683	384,063	476,746	327,288
Investment Income - bank Interest		422	-	422	404
Other income		161	-	161	5,900
TOTAL INCOMING RESOURCES		103,847	384,063	487,910	334,255
RESOURCES EXPENDED					
Charitable Activities	4	15,453	322,523	337,976	341,277
TOTAL EXPENDED RESOURCES		15,453	322,523	337,976	341,277
Net income/expenditure		88,394	61,540	149,934	(7,022)
Transfers between funds	12	30	(30)	-	-
Net movement in funds		88,424	61,510	149,934	(7,022)
Total funds brought forward		159,533	39,368	198,901	205,923
Total funds carried forward		247,957	100,878	348,835	198,901

Prior year income includes restricted income on £200 from donations and £296,638 from charitable activities (grants received) of £296,638. All other prior year income is unrestricted.

Prior year expenditure includes expenditure on charitable activities from restricted funds of £329,419. All other prior year expenditure is unrestricted.

The Statement of Financial Activities includes all gains and losses recognised in the year.

All activities of the charity are classed as continuing.

Sheffield Association for the Voluntary Teaching of English
Balance Sheet
as at 31 July 2022

	Notes	2022 £	2021 £
Fixed assets			
Tangible fixed assets	5	960	-
Current assets			
Debtors	6	54,722	63,950
Cash at Bank and in hand		300,931	142,254
Total assets		<u>355,653</u>	<u>206,204</u>
Liabilities			
Creditors - due within one year	7	<u>(7,778)</u>	<u>(7,303)</u>
Total liabilities		<u>(7,778)</u>	<u>(7,303)</u>
Net current assets		347,875	198,901
Total assets less current liabilities		<u>348,835</u>	<u>198,901</u>
Represented by:			
General Funds		201,341	129,533
Designated Funds	11	46,616	30,000
Restricted Funds	12	100,878	39,368
Total Charity funds		<u>348,835</u>	<u>198,901</u>

The notes on the following pages form part of these financial statements.

For the period ending 31st July 2022, the company is entitled to the audit exemption under 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit 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 and the preparation of accounts.

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

The directors declare that they have approved the accounts above.

Signed on behalf of the company's directors:

Signed: 

Date: 30/11/2022

Name: Sarah Beardsmore
Director

Sheffield Association for the Voluntary Teaching of English
Notes to the Financial Statements
for the period ending 31 July 2022

1 Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS102)) and the Companies Act 2006.

The charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated in the relevant accounting policy note(s).

b) Going concern

The financial statements have been prepared on a going concern basis. The trustees have considered the level of funds held and the expected level of income and expenditure for the 12 months following the authorising of these financial statements and consider the going concern basis appropriate.

c) Incoming Resources

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS102).

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Contract income is included in the year in which the service took place. The restricted grant and contract income to be spent on administrative costs is treated as unrestricted contract income.

Donations and legacies are accounted for when they are receivable.

d) Resources Expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payment to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Sheffield Association for the Voluntary Teaching of English
Notes to the Financial Statements Continued
for the period ending 31 July 2022

e) Tangible Fixed Assets

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation. Cost includes directly attributable to making the asset capable of operating as intended.

All items of capital expenditure below £1,000 are written off as incurred.

Depreciation has been calculated to write down the cost of all tangible fixed assets over their expected useful lives on the following basis:

Computer equipment	33.33% straight line
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f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

g) Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

h) Fund Accounting

Unrestricted funds are funds which are available to use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. The value of fixed assets is held in a designated fund against which depreciation is charged.

i) Pension Costs and Other Post-retirement Benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

j) Tax

The charity is exempt from corporation tax on income from its charitable activities.

Sheffield Association for the Voluntary Teaching of English
Notes to the financial statements continued
for the period ending 31 July 2022

2 Income from donations

	Unrestricted Funds	Restricted Funds	Total 2022	Unrestricted Funds	Restricted Funds	Total 2021
	£	£	£	£	£	£
General Donations	396	-	396	463	200	663
Donated good	10,185	-	10,185	-	-	-
	10,581	-	10,581	463	200	663

The charity received donated laptops and tablets from the Sheffield device grant scheme.

3 Income from Charitable Activities

		Unrestricted Funds	Restricted Funds	Total 2022	Unrestricted Funds	Restricted Funds	Total 2021
		£	£	£	£	£	£
Funder	Project						
Sheffield City Council	Core service grant	-	35,298	35,298	8,000	35,298	43,298
Sheffield City Council	Adult Comm. Learning & Skills	-	-	-	469	2,330	2,799
Sheffield City Council	ESOL Home Based Learning	2,002	49,802	51,804	2,322	32,390	34,712
Sheffield City Council	Welcome to Sheffield	-	-	-	-	(48)	(48)
SCC: Adult Education Budget	Community Learning	-	-	-	-	33,048	33,048
Big Lottery	More than a Language	-	68,659	68,659	-	67,313	67,313
Sheffield City Council	Community Development, Health & ESOL	-	1,250	1,250	-	13,196	13,196
Sheffield City Council	Community Covid recovery fund	-	41,748	41,748	-	4,386	4,386
Sheffield City Council	Learning Champion	-	-	-	-	12,240	12,240
Sheffield City Council	Transitional funding	48,240	-	48,240	-	-	-
Voluntary Action Sheffield Ltd	Asylum, Migration & Integration Fund - Spring	10,153	41,337	51,490	10,249	32,205	42,454
Sheffield City Council	AEB	15,656	-	15,656	-	-	-
National Lottery Community Fund & SYHA	Building better opportunities programme	4,132	28,018	32,150	9,610	64,280	73,890
Sheffield City Council	Community Covid response grant additional	-	13,158	13,158	-	-	-
The Mears Foundation	English speaking sessions	-	2,970	2,970	-	-	-
Education and Training	OTLA Phase 8, English, ESOL And EDS	5,000	-	5,000	-	-	-
Towns Trust	New arrivals and community development	-	2,500	2,500	-	-	-
Awards for All	Digital inclusion for all	-	9,965	9,965	-	-	-
Charities Aid Foundation	Resilience fund Phase 2	-	73,704	73,704	-	-	-
Charities Aid Foundation	Resilience support	-	15,000	15,000	-	-	-
Sheffield City Council Ward pot	Tackling Inequalities Fund	-	654	654	-	-	-
Sheffield City Council	Sheffield Digital Device Scheme	7,500	-	7,500	-	-	-
		92,683	384,063	476,746	30,650	296,638	327,288

Sheffield Association for the Voluntary Teaching of English
Notes to the financial statements continued
for the period ending 31 July 2022

4 Expenditure on Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Salary Costs	(5,000)	285,639	280,639	4,202	300,611	304,813
Rent, services & utilities	-	9,778	9,778	2,608	8,461	11,069
Room Hire	-	910	910	473	-	473
Teaching Resources	-	1,995	1,995	1,098	1,821	2,919
Membership & subscriptions	-	120	120	-	-	-
Equipment	10,436	6,988	17,424	907	-	907
Learner Support & Expenses	340	35	375	10	224	234
Staff Expenses	464	503	967	116	351	467
Insurance	-	561	561	-	577	577
Telephone	1,581	121	1,702	1,881	1,006	2,887
Printing, Postage & Stationery	29	229	257	348	72	421
Office Costs	1,735	198	1,933	645	990	1,635
Professional fees	35	6,690	6,725	278	1,020	1,298
Computer and internet costs	25	4,408	4,434	1,561	320	1,881
Training	-	2,047	2,047	-	1,643	1,643
Volunteer Expenses	24	2,096	2,120	146	35	181
Depreciation	480	-	480	1,200	-	1,200
Bookkeeping & Accountancy	3,295	205	3,500	-	5,602	5,602
Payroll Fees	1,561	-	1,561	558	1,326	1,884
Overhead recharges	-	-	-	(5,359)	5,359	-
AGM Costs	45	-	45	575	-	575
Bank Charges	402	-	402	518	-	518
Miscellaneous expenses	-	-	-	92	-	92
	15,453	322,523	337,976	11,858	329,419	341,277

Sheffield Association for the Voluntary Teaching of English
Notes to the financial statements continued
for the period ending 31 July 2022

5 Tangible Fixed Assets

	Computers & Equipment	Total 2022
Cost	£	£
At 1 August 2021	3,600	3,600
Additions	1,440	1,440
Disposals	(3,600)	(3,600)
At 31 July 2022	<u>1,440</u>	<u>1,440</u>
 Depreciation		
At 1 August 2021	3,600	3,600
Disposals	(3,600)	(3,600)
Charge this period	480	480
At 31 July 2022	<u>480</u>	<u>480</u>
 Net book value at 31 July 2022	<u><u>960</u></u>	<u><u>960</u></u>
 Net book value at 31 July 2021	<u><u>-</u></u>	<u><u>-</u></u>

6 Debtors

	2022	2021
	£	£
Trade debtors (contract income)	16,948	22,033
Accrued income	37,309	40,053
Prepayments	465	1,864
	<u>54,722</u>	<u>63,950</u>

7 Creditors

	2022	2021
	£	£
Trade Creditors	317	28
Accruals	1,578	1,100
Deferred Income	5,883	5,883
Other Creditors	-	292
	<u>7,778</u>	<u>7,303</u>

Other creditors is the outstanding balance on the credit card at the year-end.

8 Staff Costs

	2022	2021
	£	£
Wages and Salaries	258,072	285,364
Employers NI	20,612	16,060
Employers Allowance	(5,000)	(4,000)
Employers Pension Costs	6,955	7,389
	<u>280,639</u>	<u>304,813</u>

The average number of employees during the year was 12.75 per month (2021: 15.6). No employee received emoluments of more than £60,000 (2021: £nil).

Sheffield Association for the Voluntary Teaching of English
Notes to the financial statements continued
for the period ending 31 July 2022

9 Trustee remuneration, benefits and expenses

There were no expenses paid to trustees during the period (2021: £nil). No trustees received any remuneration during the period (2021: none).

10 Related party transactions

During this year and 2021 Wensley Estate TARA provided free meeting space for the SAVTE conversation group, Fanda Alazani is Treasurer of the TARA.

11 Designated Funds

The trustees have taken the decision to designate a sufficient proportion of the charity's unrestricted reserves for the following purposes:

	Brought forward	Incoming Resources	Resources Expended	Transfers	Carried forward
	£	£	£	£	£
Fixed Asset Fund	-	-	480	1,440	960
Staffing/salary costs	30,000	-	-	-	30,000
Staffing/salary costs: AEB project	-	-	-	15,656	15,656
	<u>30,000</u>	<u>-</u>	<u>480</u>	<u>17,096</u>	<u>46,616</u>

The transfer into the fixed asset fund is the purchase of a photocopier, this was purchased with funds from The Mears Foundation and Towns Trust. The remaining balance will be depreciated over the useful life of the asset.

The trustees have agreed to designate £30,000 from general reserves to fund the Programme Director role for a 12 month period.

The trustees have agreed to designate a further £15,656 from general reserves to fund staff salaries under the AEB contract.

12 Restricted Funds

	Brought forward	Incoming Resources	Resources Expended	Transfers	Carried forward
	£	£	£	£	£
SCC: Core service grant	1,776	35,298	52,399	-	(15,325)
SCC: Homed Base Learning	(1,179)	49,802	41,544	-	7,079
SCC: Community Covid response	-	13,158	14,568	1,410	-
SCC: Community Covid recovery fund	-	41,748	14,162	-	27,586
Big Lottery: More than a Language	26,447	68,659	94,657	-	449
National Lottery: Community Fund & SYHA	58	28,018	27,857	-	219
Big Lottery: Digital inclusion project	3,850	-	1,585	-	2,265
SCC: Comm Dev. Health & ESOL	4,968	1,250	4,490	-	1,728
WEA: Conversation Groups	678	-	-	-	678
VAS: Asylum, Migration & Integration Fund - Spring	995	41,337	42,587	-	(255)
The Mears Foundation: English speaking sessions	-	2,970	-	(640)	2,330
SCC: Learning Champion	1,775	-	-	-	1,775
Awards for All: Digital inclusion for all	-	9,965	7,651	-	2,314
Charities Aid Foundation - Resilience fund Phase 2	-	73,704	16,177	-	57,527
Charities Aid Foundation - Resilience support	-	15,000	3,743	-	11,257
SCC Ward pot: Tackling inequalities fund	-	654	238	-	416
Towns Trust: New arrivals and community development	-	2,500	865	(800)	835
	<u>39,368</u>	<u>384,063</u>	<u>322,523</u>	<u>(30)</u>	<u>100,878</u>

Fund transfers

The transfer of £640 from The Mears Foundation and £800 from Towns Trust is the purchase of the photocopier, this is a capital addition and has been moved to the designated fixed asset fund. The remaining balance

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Restricted funds continued

Prior year

	<i>Brought forward</i>	<i>Incoming Resources</i>	<i>Resources Expended</i>	<i>Transfers</i>	<i>Carried forward</i>
	£	£	£	£	£
SCC: Core service grant	7,192	35,298	40,714	-	1,776
SCC: Adult Comm Learning & Skills	-	2,330	-	(2,330)	-
SCC: Homed Base Learning	2,535	32,390	36,104	-	(1,179)
SCC: Welcome to Sheffield	18,454	(48)	18,566	160	-
SCC/AEB: Community Learning	4,859	33,048	37,907	-	-
Big Lottery: More than a Language	26,042	67,313	66,908	-	26,447
National Lottery: Community Fund & SYHA	54	64,280	64,276	-	58
Big Lottery: Digital inclusion project	11,031	-	7,181	-	3,850
SCC: Comm Dev. Health & ESOL	2,517	13,196	10,745	-	4,968
Donation: Comm Dev. Health & ESOL	-	200	200	-	-
SCC: Conversation Groups	629	-	1,055	426	-
WEA: Conversation Groups	678	-	-	-	678
VAS: Asylum, Migration & Integration Fund - Spring	(309)	32,205	30,901	-	995
SCC: Covid response grant	-	4,386	4,397	11	-
SCC: Learning Champion	-	12,240	10,465	-	1,775
	<u>73,682</u>	<u>296,839</u>	<u>329,419</u>	<u>(1,733)</u>	<u>39,368</u>

Fund transfers

The brought forward balance from Sheffield City Council: Adult Learning Skills relates to surplus funds from 2007 onwards. The funder is satisfied that the charity has achieved all outcomes and therefore given permission for the surplus to be transferred into unrestricted funds.

Income received during the year on Talbot Trust was generated income and therefore not subject to restrictions. The balance of £286 was moved to unrestricted funds at the end of the period.

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13 Analysis of net assets by fund

<u>As at 31 July 2022</u>	Unrestricted Funds	Restricted Funds	Designated Funds	Total 2021
Fixed Assets	-	-	960	960
Current assets	202,770	107,227	45,656	355,653
Current liabilities	(1,429)	(6,349)	-	(7,778)
	<u>201,341</u>	<u>100,878</u>	<u>46,616</u>	<u>348,835</u>

<u>As at 31 July 2021</u>	Unrestricted Funds	Restricted Funds	Designated Funds	Total 2020
Fixed Assets	-	-	-	-
Current assets	129,933	46,271	30,000	206,204
Current liabilities	(400)	(6,903)	-	(7,303)
	<u>129,533</u>	<u>39,368</u>	<u>30,000</u>	<u>198,901</u>

Independent examination and accountancy services

During the period, the cost of the independent examination and accountancy service was £1,155 (2021: £1,100).