

Company registration number: 02656905  
Charity registration number: 1091767

**ACE ADULT COMMUNITY EDUCATION (WIGAN) LIMITED  
TRUSTEES' REPORT AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

ADC Accountants Limited  
15 Market Street Standish  
Wigan  
Lancashire  
WN6 0HW

**Ace Adult Community Education (Wigan) Limited**  
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The trustees present their report and the financial statements for the year ended 31 March 2025.

## **Objectives and Activities**

### **Aims and Objectives**

The charity is constituted as a company limited by guarantee and is therefore governed by a Memorandum and Articles of Association.

ACE was founded in 1990 in response to the identified gap in education and training opportunities for adults with learning disabilities and mental health issues. ACE continues to fill a gap within the local market of care providers by offering lifelong learning opportunities to a client group that have been marginalised and excluded from post 25 education and training.

ACE supports individuals to become more self-reliant by offering individually tailored learning programmes covering a range of independent living skills. Our learning programmes enable students to get the best out of their lives, learning about how to use community facilities and integrate with others where they live. ACE:

- Provides a flexible, person centred curriculum facilitating optimum use of local community resources;
- Provides, selects and uses appropriate resources to support an individual learning programme, including opportunities for progression
- Recruits and trains experienced well qualified staff to deliver an effective service, based on individuals' needs;
- Offers life skills courses (including for example Citizenship, Self-Advocacy, Using Transport, Digital Technology, Meal Preparation, Healthy Living, Employability) which lead to local and/or national accreditation;
- Provides a range of facilities to enhance personal development and advocacy skills;
- Establishes links with local schools, colleges and training providers to ease the student's transition into adulthood and promote lifelong learning. These links help students to transfer easily into provision at ACE or to leave to pursue greater independence;
- Maintains links in local and national networks to promote the interests of people with learning disabilities and maintain awareness of related issues; and Support students to greater independence.

## **ACHIEVEMENTS AND PERFORMANCE**

Throughout 2024/25 the management team has continued to maintain and support by:

1. Visiting the teaching sites,
2. Holding quarterly whole organisation meetings,
3. Attending 6 weekly Management Meetings; and
4. Providing a suggestion box, at both teaching sites, with a £50 gift voucher for any staff member or volunteer whose idea is implemented.

ACE has successfully secured grants from the funders detailed below, amounting to £23,773.84

1. The National Lottery Community Fund
2. Wigan Council Community Funds Grant
3. PayPal Giving Fund
4. Service user family donations.

Additionally, ACE was successful in securing a make-over of the kitchen/coffee room area via The Match My Project Programme (Formerly Wigan Community DIY SOS Project). Cost of the project was undisclosed by the companies involved (BAAS Construction and Wilkinson Cowan Partnership) but believed to amount to £10,000 - £15,000.

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**Ace Adult Community Education (Wigan) Limited  
Trustees' Report (continued)  
For The Year Ended 31 March 2025**

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### **Aims and Objectives - continued**

To continue all staff alignment on the teachers' pay spine, ACE introduced a 4% pay increase.

The Trustees are monitoring student numbers closely and encouraging new learner recruitment to maintain the viability of the business. The Trustees are satisfied that there are sufficient funds to continue operating and meet liabilities as they fall due, for the foreseeable future. To support long-term sustainability, a series of measures have been developed to streamline the service for both staff and students. These will be introduced in May 2025 and include ending teaching sessions with consistently low student numbers, redistributing learners to maximise attendance across sessions and rationalising teaching hours.

### **FINANCIAL REVIEW**

Each student has a learning plan, which details their learning outcomes and includes statements of what they are expected to know, understand and/or do as a result of learning at ACE. These vary considerably between individual students based on their aspirations and needs. Outcomes may include:

- The skills to live more independently and increased communication skills, confidence and autonomy, leading to improved resilience and reduced risk;
- The ability to understand and develop healthy relationships with peers;
- Qualifications which enable them to progress to further education;
- Increased independence and autonomy achieved through developing skills in using adaptive technology; and
- Gaining the employability skills, experience, and where appropriate, qualifications to obtain voluntary, supported or paid employment.

### **STAFF**

The Trustees recognise the essential role that staff and volunteers play in providing a high-quality service. Every teaching session is led by an experienced Tutor who holds a relevant Level 5 teaching qualification, such as the Postgraduate Certificate in Education (PGCE), the Certificate in Education, the professional recognition of Qualified Teacher Status (QTS) or Qualified Teacher Learning and Skills (QTLS). A Learning Support Officer supports the Tutor to ensure all students engage in learning and stay on task during the session or activity. All our staff and volunteers have been through an enhanced DBS check.

We are committed to building and developing the knowledge, skills and experience of all staff members and volunteers. The organisation understands that professional development and training contribute to the effectiveness and the quality of the service the team provides. Therefore, ACE provides training and development opportunities for all its employees and volunteers so that they can perform their work effectively and in a safe working environment.

### **VOLUNTEERS AND WORK BASED EXPERIENCE**

As a charity ACE believes in fulfilling social aims such as creating jobs, providing volunteering opportunities and offering new skills and development to local people. We continue to offer placements for students from local and regional institutions, such as Wigan and Leigh College, St John Rigby College, Winstanley College, Salford University, Edge Hill University and Bolton University. The students are studying in the areas of teaching, health and/or social care at degree level or for qualifications such as BTEC.

### **NETWORKS AND PARTNERSHIPS**

ACE continuously develops mature and collaborative relationships, not only with the students it supports but also, with other partners who are working closely with our students to develop care and support solutions. These include informal carers and families, a range of allied health professionals, other education providers, landlords, care providers and wider community connections, such as the police and DWP.

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**Ace Adult Community Education (Wigan) Limited  
Trustees' Report (continued)  
For The Year Ended 31 March 2025**

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**Aims and Objectives - continued**

ACE has established local links with groups from the Voluntary, Community, Faith and Social Enterprise sector, community leaders and the Police. We bring community services into ACE to support teaching sessions and use our classroom facilities to support community events.

Our team have established good collaborative relationships with the Council. We continue to attend and contribute to Provider Forums and events held by the Council. ACE continues to retain silver membership of the Wigan Council Deal for Business.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

ACE is led by a voluntary management committee of Trustees and a Service Manager, who have a strong commitment to the staff and students. There is a strong vision, which is important in influencing a range of outcomes, including a low staff turnover that provides stability for our students. The Trustees and the Service Manager are highly visible role models with strong ethics, who focus on fairness, respect, diversity, equality and recognition. We ensure legal compliance and fair pricing, whilst treating students as equal partners in the management of the organisation.

The Trustees meet every 6 weeks and review significant events to drive continuous improvement. We take a proactive approach to performance management to prevent issues from occurring and to address emerging issues in the early stages through targeted action.

**Reference and Administrative Details**

**Trustees**

Mrs Deborah Gent  
Mrs Olive Halliwell  
Ms Nicola Blackledge (resigned 12/12/2024)  
Ms Julie Wilkinson

**Charity Number**

1091767

**Company Number**

02656905

**Registered Office**

Queens Hall  
Market Street  
Wigan  
Lancashire  
WN1 1HX

**Independent Examiner**

ADC Accountants Limited Association of Chartered Certified Accountants  
ADC Accountants Limited  
Association of Chartered Certified Accountants  
15 Market Street Standish

**Ace Adult Community Education (Wigan) Limited  
Trustees' Report (continued)  
For The Year Ended 31 March 2025**

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Wigan  
Lancashire  
WN6 0HW

**Ace Adult Community Education (Wigan) Limited  
Trustees' Report (continued)  
For The Year Ended 31 March 2025**

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**Small Company Rules**

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The trustees' report was approved by the board of trustees and signed on its behalf by:

*Deborah Gent*

Mrs Deborah Gent

Trustee

06/10/2025

**Ace Adult Community Education (Wigan) Limited**  
**Independent Examiner's Report to the Trustees of Ace Adult Community Education (Wigan) Limited**  
**For The Year Ended 31 March 2025**

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I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

**Responsibilities and Basis of Report**

As the charity 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 ('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**

I have completed my examination. I confirm that 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.

ADC Accountants Limited Association of Chartered Certified Accountants

06/10/2025  
15 Market Street Standish  
Wigan  
Lancashire  
WN6 0HW



**Ace Adult Community Education (Wigan) Limited**  
**Statement of Financial Activities (including Income and Expenditure Account)**  
**For The Year Ended 31 March 2025**

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		<b>2025</b>	<b>2024</b>
		<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>
<b>INCOME AND ENDOWMENTS FROM:</b>			
Donations and legacies	<b>3</b>	23,774	1,607
Other trading activities	<b>4</b>	158,288	152,896
Investments	<b>5</b>	951	708
		<hr/> 183,013	<hr/> 155,211
<b>EXPENDITURE ON:</b>			
Charitable activities:	<b>7</b>		
Adult Community Education		(183,969)	(170,539)
<b>NET EXPENDITURE</b>		<hr/> (956)	<hr/> (15,328)
<b>NET MOVEMENT IN FUNDS</b>		<hr/> (956)	<hr/> (15,328)
<b>RECONCILIATION OF FUNDS:</b>			
Total funds brought forward		<hr/> 70,478	<hr/> 85,806
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>16</b>	<hr/> <hr/> 69,522	<hr/> <hr/> 70,478

The notes on pages 10 to 15 form part of these financial statements.

**Ace Adult Community Education (Wigan) Limited**  
**Balance Sheet**  
**As At 31 March 2025**

		<b>2025</b>	<b>2024</b>
		<b>Unrestricted</b>	<b>Total</b>
	<b>Notes</b>	<b>funds</b>	<b>funds</b>
		<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>			
Tangible Assets	<b>12</b>	18,856	2,231
		<u>18,856</u>	<u>2,231</u>
<b>CURRENT ASSETS</b>			
Debtors	<b>13</b>	281	-
Cash at bank and in hand		52,293	68,247
		<u>52,574</u>	<u>68,247</u>
<b>Creditors: Amounts Falling Due Within One Year</b>	<b>14</b>	<u>(1,908)</u>	<u>-</u>
<b>NET CURRENT ASSETS (LIABILITIES)</b>		<u>50,666</u>	<u>68,247</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>69,522</u>	<u>70,478</u>
<b>NET ASSETS</b>		<u>69,522</u>	<u>70,478</u>
<b>FUNDS OF THE CHARITY</b>			
Unrestricted Funds		<u>69,522</u>	<u>70,478</u>
<b>TOTAL FUNDS</b>	<b>16</b>	<u><u>69,522</u></u>	<u><u>70,478</u></u>

**Ace Adult Community Education (Wigan) Limited**  
**Balance Sheet (continued)**  
**As At 31 March 2025**

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For the year ending 31 March 2025 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The trustees 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.

On behalf of the board

*Deborah Gent*

Mrs Deborah Gent

Trustee

06/10/2025

The notes on pages 10 to 15 form part of these financial statements.

**Ace Adult Community Education (Wigan) Limited**  
**Notes to the Financial Statements**  
**For The Year Ended 31 March 2025**

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**1. General Information**

Ace Adult Community Education (Wigan) Limited is a company limited by guarantee, incorporated in England & Wales, registered number 02656905 and registered charity number 1091767. The registered office is Queens Hall, Market Street, Wigan, Lancashire, WN1 1HX.

**2. Accounting Policies**

**2.1. Basis of Preparation of Financial Statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) "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)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

The charitable company is a Public Benefit Entity as defined by FRS 102.

**2.2. Incoming Resources**

Incoming Resources include donations, grants, and gifts will be accepted, provided they are not conditional in a way that conflicts with our charitable objectives or creates an unacceptable risk.

All income will be recorded gross in the Statement of Financial Activities and attributed to the appropriate fund category (unrestricted, restricted, or endowment). Trustees are responsible for ensuring that all incoming resources are recorded accurately and used in accordance with their designated purpose.

**2.3. Tangible Fixed Assets and Depreciation**

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold	20% on reducing balance
Fixtures & Fittings	20% on reducing balance

**2.4. Cash and Cash Equivalents**

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks, other short-term highly liquid investments that mature in no more than three months from the date of acquisition and are readily convertible to a known amount of cash with insignificant risk of change in value, and bank overdrafts.

**3. Income from Donations and Legacies**

	<b>2025</b>	<b>2024</b>
	<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
	<b>£</b>	<b>£</b>
Donations and gifts	1,606	1,607
Grants	22,168	-
	<u>23,774</u>	<u>1,607</u>

**Ace Adult Community Education (Wigan) Limited**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 31 March 2025**

**4. Income from Other Trading Activities**

	<b>2025</b>	<b>2024</b>
	<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
	<b>£</b>	<b>£</b>
Income from other trading activities	158,288	152,896

**5. Investment Income**

	<b>2025</b>	<b>2024</b>
	<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
	<b>£</b>	<b>£</b>
Bank interest receivable	951	708

**6. Net Income/(Expenditure)**

The net expenditure is stated after charging/(crediting):

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Depreciation of tangible fixed assets - owned	2,275	558

**7. Analysis of Expenditure**

		<b>2025</b>
	<b>Activities undertaken directly</b>	<b>Support costs (see note 8)</b>
	<b>£</b>	<b>£</b>
Adult Community Education	138,942	45,027

		<b>2024</b>
	<b>Activities undertaken directly</b>	<b>Support costs (see note 8)</b>
	<b>£</b>	<b>£</b>
Adult Community Education	136,406	34,133

**Ace Adult Community Education (Wigan) Limited**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 31 March 2025**

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**8. Support Costs**

<b>2025</b>
<b>Adult Community Education</b>
<b>£</b>

Premises expenses	27,132
General administration	13,760
Depreciation	2,275
Governance costs	1,860
	<u>45,027</u>

<b>2024</b>
<b>Adult Community Education</b>
<b>£</b>

Premises expenses	23,611
General administration	8,104
Depreciation	558
Governance costs	1,860
	<u>34,133</u>

**9. Independent Examiner's Remuneration**

<b>2025</b>	<b>2024</b>
<b>£</b>	<b>£</b>

Independent examination of the financial statements	1,140	-
Other assurance services	-	-
Tax advisory services	-	-
Other financial services	720	-
	<u>1,860</u>	<u>-</u>

**Ace Adult Community Education (Wigan) Limited**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 31 March 2025**

**10. Staff Costs**

Staff costs were as follows:

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Wages and salaries	127,441	122,037
Social security costs	2,568	2,313
Other pension costs	2,133	2,043
	<u>132,142</u>	<u>126,393</u>

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

**11. Average Number of Employees**

Average number of employees during the year was: 10 (2024: 10)

**12. Tangible Assets**

	<b>Land &amp; Property Freehold</b>	<b>Fixtures &amp; Fittings</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
As at 1 April 2024	999	93,427	94,426
Additions	-	18,900	18,900
As at 31 March 2025	<u>999</u>	<u>112,327</u>	<u>113,326</u>
<b>Depreciation</b>			
As at 1 April 2024	981	91,214	92,195
Provided during the period	4	2,271	2,275
As at 31 March 2025	<u>985</u>	<u>93,485</u>	<u>94,470</u>
<b>Net Book Value</b>			
As at 31 March 2025	<u>14</u>	<u>18,842</u>	<u>18,856</u>
As at 1 April 2024	<u>18</u>	<u>2,213</u>	<u>2,231</u>

**13. Debtors**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>Due within one year</b>		
Trade debtors	<u>281</u>	<u>-</u>

**Ace Adult Community Education (Wigan) Limited**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 31 March 2025**

**14. Creditors: Amounts Falling Due Within One Year**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Taxation and social security	1,908	-

**15. Pension Commitments**

The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund.

During the year the charge to the statement of financial activities in respect of defined contribution schemes was £2,133 (2024: £2,043).

At the balance sheet date contributions of £NIL were due to the fund and are included in creditors.

**16. Movement in Funds**

	<b>As at 1 April 2024</b>	<b>Income</b>	<b>Expenditure</b>	<b>As at 31 March 2025</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>				
General:				
General unrestricted fund	70,478	183,013	(183,969)	69,522
<b>Total funds</b>	70,478	183,013	(183,969)	69,522

  

	<b>As at 1 April 2023</b>	<b>Income</b>	<b>Expenditure</b>	<b>As at 31 March 2024</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>				
General:				
General unrestricted fund	85,806	155,211	(170,539)	70,478
<b>Total funds</b>	85,806	155,211	(170,539)	70,478

**17. Transactions with Trustees**

During the year the expenses reimbursed to the trustees or paid directly to third parties were as follows:

<b>2025</b>	<b>2024</b>
<b>£</b>	<b>£</b>



**18. Related Party Disclosures**

**19. Company limited by guarantee**

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.