

**TEACHER SCIENTIST NETWORK**  
**(A company limited by guarantee)**

**REGISTERED CHARITY NO 1096208**  
**COMPANY NO 4556366**

**REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**TEACHER SCIENTIST NETWORK**

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**TEACHER SCIENTIST NETWORK**  
**TRUSTEES' ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

The Trustees present their report and unaudited financial statements for the year ended 31 March 2021.

**Reference and Administrative Information**

Charity name:	Teacher Scientist Network
Charity registration number:	1096208
Company registration number:	4556366
Registered office and operational address:	John Innes Centre Norwich Research Park Colney Norwich Norfolk NR4 7UH  Tel: Norwich (01603) 450000
Trustees:	Prof P Nicholson (chair) Prof K Roberts OBE Dr P H Smith MBE
Directors:	Prof P Nicholson Dr P H Smith MBE
Company Secretary:	Dr P H Smith MBE
Bankers:	Barclays Bank Plc 5 – 7 Red Lion Street Norwich Norfolk NR1 3QH
Independent Examiner:	Tony Larnar Chartered Certified Accountants 23 Station Road Sheringham Norfolk NR26 8RF

**TEACHER SCIENTIST NETWORK**  
**TRUSTEES' ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

***Governing Document***

The organisation is a charitable company limited by guarantee, incorporated on 8 October 2002 and registered as a charity on 25 February 2003. 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. At 31 March 2021 there were 12 members, each of whom were liable to contribute a sum not exceeding £1 if required in the event of the company being wound up.

***Appointment of Trustees***

The current Trustees may appoint a person who is willing to act to be a Trustee, either to fill a vacancy or as an additional Trustee. There is no maximum number of Trustees set by the Memorandum and Articles of Association. A Trustee appointed in this way shall hold office only until the next following AGM when he or she must be re-appointed.

***Induction and training of Trustees***

On appointment to the Council, Trustees are provided with copies of:

- The charity's constitution
- The latest accounts of the Charity

and are encouraged to read Charity Commission guidance notes CC3 – "Responsibilities of Charity Trustees"

In addition, Trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities.

***Risk Management***

The Board understands that long-term reliance on grant funding of any form has risks. Despite these risks, grant funding and consultancy work are our primary sources of income. The global pandemic, caused by COVID-19 has presented all organisations with huge challenges over these 12 months with widespread disruption to everyday life. Much of this disruption has been outside of our control but its impact is significant particularly in schools where our activities are focused. TSN remains unable to recruit further paid staff and continues to work with volunteers and in partnership with others.

***Organisational structure***

The Board of Trustees meets on a regular basis to monitor the progress of the Charity, to make key decisions and to see that legal requirements such as those of the Registrar of Companies, the Charity Commissioners, and other regulatory bodies are adhered to. The Board of Trustees has delegated areas of responsibility to the Steering Group, including the day-to-day running of the Charity. These meetings have been more limited in the last 12 months, and have utilised online tools in the absence of face to face meetings.

During the year the Charity was staffed by a full-time coordinator (Dr Philip H Smith). Due to issues of social distancing and minimising contact between people, we have been unable to call upon our volunteers to the same extent.

**TEACHER SCIENTIST NETWORK**  
**TRUSTEES' ANNUAL REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**OBJECTS AND ACTIVITIES**

The objects of the charity are to promote education in and teaching of science in schools, colleges, universities and any other educational establishments mainly, but not exclusively, within the County of Norfolk.

The TSN mission statement remains unchanged; to enhance science in schools across Norfolk:

- Through the supportive involvement of the local science community in science education
- By encouraging activities of mutual benefit to both scientific and educational communities
- By providing support, advice and resources to the teachers and scientists involved in the network
- By regularly reviewing, adapting and updating activities in accordance with the changing needs of the network's members

***Public benefit***

The Trustees have had due regard to the Charity Commission's guidance on public benefit and review the position annually.

TSN works with all schools who wish to work with us. Now, more than ever, schools need support in all subjects but periods of school closure and limits upon visitors and the sharing of resources severely limited our activity in the reporting period. TSN utilised the government furlough scheme to help sustain the charity over this period.

TSN is generously hosted by in-kind support from the John Innes Centre. We are also bound by their rules and Health & Safety guidance. The site actively encouraged 'home working' with a period of approximately 2 months when we were encouraged not to be on site. Home working became the norm when TSN's coordinator was working. We are grateful for JIC's ongoing support and the value they place in our activities.

**ACHIEVEMENTS AND PERFORMANCE**

***Income and activities***

We concluded our previous report for the period ending in March 2020 by stating "the country went into its first National Lockdown (due to the rapidly developing COVID-pandemic) a situation that practically closed schools and actively encouraged home-working and challenged people emotionally. It was an unprecedented event, the scale and impact of which was yet to be fully realised". This has turned out to be a gross understatement with extensive school closures and home-schooling becoming commonplace

Timeline (taken from [https://en.wikipedia.org/wiki/Impact\\_of\\_the\\_COVID-19\\_pandemic\\_on\\_education\\_in\\_the\\_United\\_Kingdom](https://en.wikipedia.org/wiki/Impact_of_the_COVID-19_pandemic_on_education_in_the_United_Kingdom))

- Late February 2020 to mid-March 2020 - individual closures.
- Mid-March 2020 to May 2020 – nationwide shutdown.
- June 2020 to September 2020 – reopening.
- December 2020 to January 2021 – resurgence of infections and new mass closures.
- Spring 2021 – second reopening but limited engagement of external organisations and reluctance or inability to release staff.

As a result, funding in this reporting period has been severely limited. No new income has been secured although we were eligible to furlough our coordinator. Furlough took the form of a government grant known as the Coronavirus Job Retention Scheme, came into effect in March 2020 under which 80% of an employee's salary was paid by the government (reducing to 70% in July 2021).

(<https://www.brightpay.co.uk/blog/2021/04/the-coronavirus-job-retention-scheme-past-present-future/> ).

**TEACHER SCIENTIST NETWORK**  
**TRUSTEES' ANNUAL REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

Furlough periods for TSN's coordinator were as follows:

1st May to 19th June 2020; 9th November 2020 to 31st March 2021 (part time furlough working 1 day per week). This situation was set to continue into the following year as well.

We were proactive in contacting our existing funders to keep them in the picture about the impact closures were having on our activities. All were sympathetic and have allowed projects to roll-over into the later academic years.

We summarise the position here:

***Orsted (ECCF)***

No new schools could be trained and existing ones could not borrow equipment. The kit had just been delivered to Smithdon HS, Hustanton and it remained there during lockdown.

***Dudgeon (NCF)***

Those schools that had agreed to host CO2 workshops postponed these potential visits, loans of the wind turbine could not happen.

***PSQM***

Moved to online delivery and online mentoring with schools given the opportunity to defer into later rounds.

***Amgen (ABE)***

Online offers made in Summer 2020 to maintain our community of practice.

***PHERECLOS (EU, H2020)***

Consortium meetings limited to online throughout the period with no face to face meetings possible. Some progress on this project as, in our case, it is desk-based. Much harder for those partners around Europe seeking to build new partnerships with schools.

The year had begun with our hosting of a full-time intern through the NRP Doctoral Training programme. Ms Rebecca Casson, a PhD student at the John Innes Centre, joined us in March 2020 for a 12 week project developing a new kit for the Kit Club. Rebecca was able to complete her project successfully although the 'in school' trial was delayed due to school closures. TSN's coordinator mentored and supported remotely.

The much anticipated visit of Dippy the Dinosaur to Norwich Cathedral was postponed from June 2020 to January 2021 and put back again until July 2021. Details of what was possible will form a part of next year's report.

**PERSONNEL ISSUES**

TSN was only able to employ 1 person, its coordinator, Dr. Phil Smith during this reporting period (April 2020 – March 2021). Our use of volunteers has continued, although limited by public health concerns described above.

**STEERING GROUP ACTIVITY**

A single online meeting of the Steering Group meetings was held in the period of this report to keep all members informed and ensure their support going forward.

**TEACHER SCIENTIST NETWORK**  
**TRUSTEES' ANNUAL REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**FINANCIAL REVIEW**

Within unrestricted funds, incoming resources amounted to £30,463 and expenditure £51,377, resulting in net outgoing resources of £20,914.

***Investment Powers***

Under the Memorandum and Articles of Association, the Trustees have the power to invest the monies of the charity not immediately required for the furtherance of its objects in or upon such investments, securities or property as may be thought fit. This is not a consideration at this time.

***Reserves Policy***

In an ideal world, it is the policy of the Trustees to retain sufficient reserves to support the costs of operating the charity for a six-month period, which amounts to approximately £26,000. This feels unattainable in the current climate and a more 'hand-to-mouth' existence is anticipated for some time to come.

***Plans for the Future***

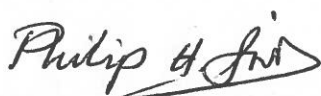
The year ended in much the same way it had begun, with schools under a second period of closure and reluctance to share equipment or resources when they were open and working in 'bubbles' This limited or curtailed all our activities and with no obvious date for when this might change and 'return to (a new?) normal'

TSN, like many other charities and businesses, face a period of uncertainty. The furlough scheme has proved invaluable, but we cannot be sure how long this will continue or foresee what schools will be like when they do finally reopen.

***Trustees***

Members of the Board of Directors, who are directors for the purpose of company law and Trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1.

By Order of the Board.



**Dr P H Smith**  
**Secretary**

29 March 2022



**INDEPENDENT EXAMINERS' REPORT**

**TO THE TRUSTEES OF TEACHER SCIENTIST NETWORK**  
**FOR THE YEAR ENDED 31 MARCH 2021**

We report on the accounts of the company for the year ended 31 March 2021, which are set out on pages 7 to 12.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to our attention

**BASIS OF INDEPENDENT EXAMINERS' REPORT**

Our examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**INDEPENDENT EXAMINERS' STATEMENT**

In connection with our examination, no material matters have come to our attention which gives us cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the 2011 Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

We 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.

*Tony Larner*

Tony Larner  
Chartered Certified Accountants  
23 Station Road  
Sheringham  
Norfolk  
NR26 8RF

29 March 2022



**TEACHER SCIENTIST NETWORK**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	General Fund £	Restricted Fund £	2021 Total £	2020 Total £
<b>INCOMING RESOURCES</b>					
<b>Income from generated funds:</b>					
Donations	4	4,984	-	4,984	5,234
<b>Income from charitable activities:</b>					
Grants	4	9,446	-	9,446	59,358
Membership fees		1,470	-	1,470	4,010
Planetarium hire		-	-	-	500
Other events		600	-	600	2,181
HMRC CJRS claims		13,963	-	13,963	-
<b>Total incoming resources</b>		<b>30,463</b>	<b>-</b>	<b>30,463</b>	<b>71,283</b>
<b>RESOURCES EXPENDED</b>					
Charitable activities	5	50,563	-	50,563	59,325
Governance costs	5	814	-	814	788
<b>Total resources expended</b>		<b>51,377</b>	<b>-</b>	<b>51,377</b>	<b>60,113</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>(20,914)</b>	<b>-</b>	<b>(20,914)</b>	<b>11,170</b>
Total funds brought forward		14,990	-	14,990	3,820
<b>Total funds carried forward</b>		<b>(5,924)</b>	<b>-</b>	<b>(5,924)</b>	<b>14,990</b>

The statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 9 to 12 form an integral part of these accounts.

**TEACHER SCIENTIST NETWORK**  
**REGISTERED NUMBER 4556366**

**BALANCE SHEET**

**AS AT 31 MARCH 2021**

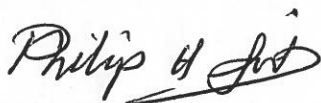
	Notes	2021 £	2020 £
<b>Current Assets</b>			
Debtors	7	9,858	11,509
Cash at bank and in hand		18,360	17,886
		<hr/> 28,218	<hr/> 29,395
<b>Creditors:</b> amounts falling due within one year	8	(34,142)	(14,405)
		<hr/>	<hr/>
<b>Net Assets</b>		<hr/> (5,924) <hr/>	<hr/> 14,990 <hr/>
 <b>Funds</b>	 9		
General Fund		<hr/> (5,924) <hr/>	<hr/> 14,990 <hr/>

The Trustees are satisfied that the company was entitled to exemption from audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

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

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the Trustees on 29 March 2022 and are signed on their behalf by:



**Dr P H Smith**  
**Director**

The notes on pages 9 to 12 form an integral part of these accounts.

**TEACHER SCIENTIST NETWORK**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**1. ACCOUNTING POLICIES**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding period.

**(a) Basis of accounting**

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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

**(b) Fund accounting**

- Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.
- Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

**(c) Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable.
- Investment income is included when receivable.
- Incoming resources from charitable trading activity are accounted for when earned.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

**(d) Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred.

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include accountancy fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource.

**(e) Tangible fixed asset**

The cost of kits distributed to schools is written off in the year of purchase. Individual fixed assets costing £100 or more are capitalised at cost and depreciated on a straight-line basis over their estimated useful lives as follows:

Computer equipment -	25% straight line
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## TEACHER SCIENTIST NETWORK

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2021

## 2. Taxation

The company has no liability to corporation tax on its income and surpluses arising during the year.

		2021		2020
		£		£
<b>3. Net Incoming Resources</b>				
This is stated after charging:				
Directors' remuneration		37,260		37,260

The Amgen Biotechnology Experience programme is a grant received via the University of Hertfordshire for the implementation of the Amgen Biotechnology Experience (formally the Amgen Bruce Wallace Molecular Biology Project).

Teacher Scientist Network is contracted to the University of Hertfordshire to support and mentor science subject leaders in primary schools wishing to gain a Primary Science Quality Mark for their school ([www.psqm.org.uk](http://www.psqm.org.uk)).

Teacher Scientist Network is one of 16 partners receiving funding across 3 years on the H2020 PHERCLOS project (Oct-19 to Sep-22) managed by Kinderburo Universitat Wien.

# **TEACHER SCIENTIST NETWORK**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2021**

<b>5. Total Resources Expended</b>	<b>Charitable Activities £</b>	<b>Governance Costs £</b>	<b>2021 Total £</b>	<b>2020 Total £</b>
Directors' remuneration	37,260	-	37,260	37,260
Directors' pension contributions	830	-	830	908
Directors' national insurance contributions	3,930	-	3,930	3,951
Directors' national insurance contributions (arrears)	2,900	-	2,900	-
Catering	14	-	14	1,761
Amgen expenses (excluding salaries)	-	-	-	498
Travel expenses	286	-	286	807
Printing, postage and stationery	28	-	28	543
HR and payroll costs	835	-	835	820
Estate charge	2,759	-	2,759	3,628
Telephone	8	-	8	10
Rates	404	-	404	394
Accountancy	-	386	386	360
Bookkeeping	-	428	428	428
Events and conferences	-	-	-	365
ECCF Grantscape	750	-	750	4,962
Norfolk Community Foundation CO2 sensors	-	-	-	3,180
Sundry expenses	559	-	559	238
	<b>50,563</b>	<b>814</b>	<b>51,377</b>	<b>60,113</b>

<b>6. Staff Costs</b>	<b>2021 £</b>	<b>2020 £</b>
Wages and salaries	37,260	37,260
Pension contributions	830	908
Social security costs	3,930	3,951
	<b>42,020</b>	<b>42,119</b>

The average number of full time equivalent employees during the year is 1 (2020 - 1).

There were no employees whose emoluments amounted to over £60,000 per annum in this period.

<b>7. Debtors</b>	<b>2021 £</b>	<b>2020 £</b>
Trade debtors	3,450	9,675
Accrued income	6,408	1,834
	<b>9,858</b>	<b>11,509</b>

# **TEACHER SCIENTIST NETWORK**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2021**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>8. Creditors:</b> amounts falling due within one year		
Trade creditors	25,384	9,473
Accruals and deferred income	8,758	4,932
	<u>34,142</u>	<u>14,405</u>

	<b>Balance at 1-Apr-20 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Balance at 31-Mar-21 £</b>
<b>9. Movement in funds</b>				
Unrestricted funds	14,990	30,463	(51,377)	(5,924)
<b>Total funds</b>	<u>14,990</u>	<u>30,463</u>	<u>(51,377)</u>	<u>(5,924)</u>

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>10. Directors emoluments</b>		
Aggregate emoluments in respect of qualifying services	<u>37,260</u>	<u>37,260</u>

Dr P H Smith received expenses of £nil (2020 - £710) from the charity during the year.

### **11. Going concern**

The accounts have been prepared on a going concern basis which is dependent upon the continued support of the company directors and business partner The John Innes Centre. Income streams were heavily disrupted during the financial year due to the COVID pandemic but it is hoped that the situation will improve now that most restrictions have been lifted.