

Education Training Consortium Sussex

Registered Charity 1147918

Annual Report and Statement of Accounts

For the year ended 31st March 2022

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Education Training Consortium Sussex

Registered Charity 1147918

Annual Report

For the year ended 31st March 2022

Trustees

Peter Carcas [Chairman]
Linda Goree
Duncan Keir
John Enefer [Treasurer]
Janice Easton

Principal Address

49 Cambridge Gardens, Hastings, East Sussex, TN34 1EN

Bankers

Lloyds, 17 Wellington place Hastings, East Sussex, TN34 1NX

Independent Examiner

Mr Ola Soyombo [ACCA, ACA, M.SC]
Bergen Associates, Chartered Certified Accountants

c/o Perfect Balanced Bookkeeping
Century House, Suite 12
100 Menzies Road
St Leonards-on-Sea
East Sussex
TN34 9BB

Structure, Governance and Management

Governance

The charity is governed by its declaration of Trust dated 10th May 2012.

The power of appointing new or additional Trustees is vested in the Trustees.

The Trustees are giving due consideration to becoming an Incorporated Charitable Organisation.

Risk Management

The Trustees continue to monitor the major risks to which the Trust is exposed and are satisfied that adequate systems are in place to mitigate the exposure to those risks. We have allocated a staff member to monitor Health and Safety and report regularly to the Trustees.

Objects and Activities

The objects for which the charity is established are:

- (a) To advance education amongst the inhabitants of the county of Sussex and its neighbourhood ("the Area") without distinction of sex, race or political, religious or other opinions in such ways as the Charity shall from time to time determine.
 - (b) To relieve poverty and distress amongst people in the area who are disadvantaged through ill health, unemployment, inadequate housing, low educational attainment or any other such circumstances, particularly by providing educational facilities for the purposes of improving the long term employment prospects of said people.
-

Achievements and Performance

Our work during the year continued to be impacted by the Pandemic and consequent safety measures. Many service closed during the lockdowns but we responded by helping people in new ways where possible. We also developed new services to meet new needs.

Digital Inclusion

When rules permitted we continued to provide free computer access to disadvantaged groups via the b@sement project and on an outreach basis at various centres in the area. Regular groups attending the b@sement included clients from Priory Partnership, Prader Willi Syndrome support services and people in recovery from mental ill health.

By providing free access we continue to enable people to obtain benefits, employment and health information as well as to acquire the basic computer skills. The number of referrals from Job Centreplus has maintained and we are delivering to more clients with long term health difficulties. We received a small grant to support people claiming Universal Credits.

Working with BAME Communities

Demand for English lessons for non English speakers continued to grow due to changes in the local community with a steady influx of refugees and asylum seekers to the town. Towards the end of the year we started to receive referrals of Ukrainian refugees and due to numbers we started specific provision for this client group.

Face to face lesson were suspended during lockdowns but where possible online lessons were offered instead. This was facilitated by the provision of free tablets with data usage.

Due to the impact of the pandemic this community was particularly vulnerable, with many services only available online or by telephone which for people with language issues created severe problems. Food poverty was a severe problem with the group due to even more limited employment prospects and we opened a Food Bank to meet their specific cultural dietary needs. The project was supported by volunteers from the client group.

Working with Older People

The Dementia Day Care Service was impacted by the pandemic and lockdowns, with the client group being at considerable risk. However the impact was less than in the previous year and during the closures we continued to support clients and their families with phone calls, shopping and meal deliveries. We also undertook meal deliveries to residents of Marlborough House and other sheltered housing provision.

Our café at Marlborough House as well as supporting residents throughout the pandemic also provided the opportunity for them to socialise with fellow residents once restrictions were lifted. It took a while for people to adjust to being able to mix again but a steady increase in the café usage and venets hosted for them in the Day Service was noted.

Income levels for the service were restored to near normal replacing some of the emergency grant support we received in the preceding year.

In discussion with Adult Social Care we started to look at establishing services in Rye and Bexhill to meet the needs of other areas and fill the gaps created by the closure of other services.

Thanks to support from East Sussex Adult Social Care and Public Health we were able to maintain a safe environment for our clients and staff. The experience was then used to support all our projects.

Partnership Working

We have continued to support the local community by working with other groups to help overcome food poverty, an issue affecting many of our clients. In particular we were able to second staff to Hastings Area Community Trust to

support clients of the Pantry food project with digital support and access to information. Many clients were in receipt of the digital devices we were able to donate.

As a member of the local learning provider partnership, Skills and Learning in the Community, we are part of an ESF funded project to develop support for learners and capacity of group members.

Volunteers and Kickstart

Volunteers have continued to be an important part of the delivery of our services and we have been able to provide them with support to obtain qualifications and in some cases progress to employment.

With other local voluntary organisations we participated in the Government's 'Kickstart' scheme to help young people enter the labour market. We employed 6 young people on the programme, 4 of whom gained employment, 2 with us in newly created positions. Unfortunately, 2 were unable to work at the end of the programme due to ill health.

Public Benefit

The Trustees have considered their duty as set out in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance issued by the Commission, and in their opinion the foregoing report demonstrates that they have complied therewith.

Financial Review

Income increased during the year to £360,379 as did expenditure at £307,292. This resulted in a surplus of £53,087. This left an unrestricted reserve of £154,917. The increase in turnover and expenditure represented a major recovery from the Pandemic and a near return to normal levels of operation.

The Government's Job Retention Scheme enabled us to retain our workforce and maintain our finances. The Resilience payments and Infection Control Grants from East Sussex County Council Adult Social Care were also significant in enabling us to maintain our Dementia Day Service. Significant funding from Sussex Community Development Foundation enabled us to deliver a much needed food project for Asylum Seekers and Refugees and to offer them further advice and support.

The charity will continue to explore further diverse funding streams and project development to meet the needs of the local community during these increasingly difficult and uncertain times.

Reserves

The unrestricted reserves of £150,917 provides at least five months operating costs and enables us to maintain cash flow as some contracts and grants have an element of payment in arrears. Funds are sufficient to clear all liabilities should all sources of income cease. Funds are also available to enable further development of the organization, particularly the development of further Day Service Centres. The Trustees believe this level of reserves is adequate for our needs and necessary during uncertain times. Given our vulnerable client groups our services could be easily impacted by further Covid 19 upsurges and other uncertainties and there is no certainty that there will be the level of financial support that was available in the financial year previously.

On behalf of the Trustees



Peter Carcas
Chairman
Date
7.11.2022

INDEPENDENT EXAMINER'S REPORT

To the Trustees of Education Training Consortium Sussex

I report to the trustees on my examination of the financial statements of Education Training Consortium Sussex (the charity) for the year ended 31 March 2022.

Responsibilities and basis of report

As the trustees of the the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement


Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 that in any material respect:

- 1 accounting records were not kept in respect of the the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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.

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 financial statements to be reached.



Mr Ola Soyombo (ACCA, ACA, M.Sc) Bergen
Associates
Chartered Certified Accountants

c/o Perfect Balanced Bookkeeping Ltd
Century House, Suite 12
100 Menzies Road
St Leonard-on-sea. TN38 9BB

Dated: 11 August 2022

Income & Expenditure Account
For the Year Ended 31st March 2022

	<u>2021-22</u>	<u>2020-21</u>
INCOME		
Grants	150,763.17	217,898.00
Donations	542.20	338.00
Service Charges	-	37,877.00
Computer Club	3,849.90	3,030.00
Pantry/Cafe	10,178.10	11,479.00
FSN Chart Project	2,000.00	-
KickStart Salary	28,942.42	-
HMRC JRS	8,456.75	-
Dementia Day Service	154,885.49	-
Room Hire	745.00	
Bank Interest	<u>16.38</u>	<u>37.00</u>
Gross Income	360,379.41	270,659.00
LESS EXPENDITURE		
Refreshments	163.10	227.00
Stationery	1,326.58	632.00
Postage	179.52	120.00
Volunteer expenses	309.90	890.00
Sundry	43.48	690.00
Events & Activities Travel & Motor Expenses	43,971.84	28,210.00
Employer NI	2,924.12	2,484.00
Employer Pensions	5,132.45	2,480.00
Wages	4,568.22	3,751.00
Office rent	221,582.15	171,762.00
Phone/broadband	7,000.00	7,000.00
Insurance	1,585.23	1,545.00
Repairs & Renewals	4,410.80	2,751.00
Professional Fees	4,381.64	2,033.00
Training	292.00	-
Advertising	171.60	32.00
Bookkeeping Fees	15.00	-
Sub-Contractors	700.00	660.00
Clothing Cost	3,018.09	-
	621.17	

Subscriptions	553.80	-	
General Rates	2,436.71	-	
Depreciation	<u>1,905.00</u>	<u>636.00</u>	
Total Expenditure		307,292.40	225,903.00
EXCESS OF INCOME OVER EXPENDITURE		<u>53,087.01</u>	<u>44,756.00</u>

BALANCE SHEET FOR THE YEAR ENDED 31ST MARCH 2021

		<u>31.03.22</u>	<u>31.03.21</u>
	Note		
FIXED ASSETS			
Tangible assets	1	15,669.00	4,867.00
CURRENT ASSETS			
Debtor			
Petty Cash		195.84	420.83
Cash at Bank		2,776.70	16,471.68
Deposit Account		<u>190,803.18</u>	<u>140,086.80</u>
		193,775.72	156,979.31
CURRENT LIABILITIES			
Creditors: Amounts falling due within one year			
	2	134.79	1,871.00
Restricted Funds	3	<u>62,144.00</u>	<u>32,000.00</u>
		62,278.79	33,871.00
		131,496.93	123,108.31
NET TOTAL ASSETS		<u>147,165.93</u>	<u>127,975.31</u>
INCOME & EXPENDITURE ACCOUNT			
As at 1 April 2021		159,974.00	115,224.00
Excess of Income over Expenditure		<u>53,087.01</u>	<u>44,750.00</u>
		<u>217,061.01</u>	<u>159,974.00</u>
REPRESENTED BY			
Restricted Funds		62,144.00	32,000.00
Unrestricted reserves		<u>150,917.01</u>	<u>127,974.00</u>
		<u>213,061.01</u>	<u>159,974.00</u>

Approved by the Trustees and signed by

Chairman

Treasurer

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

	<u>31.03.22</u>	<u>31.03.21</u>
1 TANGIBLE ASSETS		
COMPUTER EQUIPMENT		
20%		
COST		
AS AT 31 MARCH 2021	39,604.00	37,280.00
ADDITIONS	<u>-</u>	<u>2,324.00</u>
AS AT 31 MARCH 2022	<u>39,604.00</u>	<u>39,604.00</u>
DEPRECIATION		
AS AT 31 MARCH 2021	34,737.00	34,101.00
CHARGE FOR YEAR	<u>846.00</u>	<u>636.00</u>
AS AT 31 MARCH 2022	<u>35,583.00</u>	<u>34,737.00</u>
NET BOOK VALUE		
AS AT 31 MARCH 2021		4,867.00
AS AT 31 MARCH 2022	<u>4,021.00</u>	<u>-</u>
MOTOR VEHICLES		
25%		
COST		
AS AT 31 MARCH 2021		
ADDITIONS	<u>12,707.00</u>	<u>-</u>
AS AT 31 MARCH 2022	<u>12,707.00</u>	<u>-</u>
DEPRECIATION		
AS AT 31 MARCH 2021		
CHARGE FOR YEAR	<u>1,059.00</u>	<u>-</u>
AS AT 31 MARCH 2022	<u>1,059.00</u>	<u>-</u>
NET BOOK VALUE		
AS AT 31 MARCH 2021		
AS AT 31 MARCH 2022	<u>11,648.00</u>	<u>-</u>
2 CREDITORS		
PAYE & NI	- 1,450.13	1,450.00
BOOKKEEPING FEE	700.00	540.00
PENSION FUNDS	<u>884.92</u>	<u>- 119.00</u>
	<u>134.79</u>	<u>1,871.00</u>

3 RESTRICTED FUNDS

HBC		1,000.00
Hilden Charitable Trust		2,000.00
East Sussex County Council	23,000.00	
Chalk Cliff Trust	4,000.00	
Sussex Community Foundation	10,144.00	4,000.00
Sussex Housing Trust for the Elderly	<u>25,000.00</u>	<u>25,000.00</u>
	<hr/> 62,144.00	<hr/> 32,000.00

GRANTS RECEIVED

Main Grants		8,129.00
HACT	17,255.63	15,673.00
Sussex Housing Trust for the Elderly	22,916.63	18,959.00
Sainsburys	375.85	650.00
Good Things Foundation	5,000.00	1,255.00
HMRC JRS		46,465.00
Chalk Cliff Trust	5,000.00	
ESCC	58,103.81	96,906.00
Ernest Kleinwort Charitable Trust		10,000.00
Sussex Community Foundation	24,964.00	19,862.00
Education Futures Trust	10,121.45	
Hastings BC	3,808.90	
Sundries	3,217.17	
	<hr/> <u>150,763.44</u>	<hr/> <u>217,899.00</u>

4 PAYROLL LIABILITIES

Throughout the year ETC paid in £4,568.22 for employees pension and £5,132.45 Employers National insurance. No member of staff earned over £60000

5 EVENTS AND ACTIVITIES

Day Care Meals - café-pantrty	41,182.50
Material Purchases	718.44
Day Care Activities	2,555.00
	<u>44,455.94</u>

6 TRAVEL & MOTOR EXPENSES

Fuel	2,126.11
Vehicle Insurance	222.01
Travelling	576.00
	<u>2,924.12</u>

7 REPAIRS AND RENEWALS

Repairs and Servicing	594.53
Repairs and Renewals	3,911.01
	<u>4,505.54</u>

8 DEPRECIATION

Vehicle Depreciation	1,059.00
O/E Depreciation	846.00
	<u>1,905.00</u>