

Education Training Consortium Sussex

Registered Charity 1147918

Annual Report and Statement of Accounts

For the year ended 31st March 2023

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Education Training Consortium Sussex

Registered Charity 1147918

Annual Report

For the year ended 31st March 2023

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 projects returned to normal delivery following the various lockdowns during the Pandemic. Many areas of work showed a considerable increase in activity, and we are grateful for the additional grants secured during the year to enable this demand to be met.

Digital Inclusion

We have continued to provide free computer access to disadvantaged groups via the b@sement project and on an outreach basis at various Sheltered Housing projects in the area funded by a grant from Sussex Housing Trust for the Elderly. 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 through Hastings Advice and Representation Centre 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. Due to the number of referrals of Ukrainian refugees we continue to provide specific provision for this client group. We successfully recruited a Ukrainian refugee who was a qualified ESOL teacher to provide these lessons. We provided 646 lessons with 3,511 student attendances. We have received grants from East Sussex County Council Public Health, Awards For All, Sussex Community Foundation and Hastings Voluntary Action.

As well as face to face lessons we have continued with online lessons for people living in rural areas.

Working with Older People

The Dementia Day Care Service recovered its numbers following the pandemic and its growth contributed largely to our increase in turnover for the current year. During the year we had a total of 84 clients, with 3843 visits to the service. We are delighted that we are able to offer a positive experience for our clients in the Day Service which, as well as enhancing their lives, provides a well needed break for carers. The purchase of a minibus enabled us to provide transport for the additional clients, with the added benefit of it being wheelchair accessible.

Our café at Marlborough House continued to provide meals to Day Service clients and tenants of Marlborough House.

The establishment of a Day Service in Rye was delayed due to the need for repairs to the building, but it is hoped to open it in the coming financial year.

The number of client visits during the year was 3,843.

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 partnership with Hastings Area Community Trust, we have supported their Pantry Project which provides food for local people struggling in the current economic climate. Our staff and volunteers manage the Pantry. We are grateful for the contributions and donations received in support of this project. The number of members using the project has increased considerably over the last year.

due to the ongoing economic difficulties. The Pantry also provide further support for members with access to the b@sement, information on courses and activities from partner providers and access to grants from Hastings Area Community Trust. The Pantry had 2307 visits during the year with 6071 supported.

We have received financial support from Hastings Area Community Trust, the J & H Rausing Trust, Sussex Community Foundation, Magdalen and Lasher Charity, the Foreshore Trust, the Household Support Grants and individual donation.

Volunteers

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. We are grateful for the work of our volunteers in enabling us to deliver key pieces of work.

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 £446,828 as did expenditure at £397,832. This resulted in a surplus of £48,995 and left an unrestricted reserve of £186,160. A Designated Fund was created to hold an additional £50,000 for future capital costs that may arise. This was felt necessary due to the need to maintain at least three vehicles for Day Service transport and responsibility for repairs to the awaited Rye Day Centre.

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 £186,160 provides approximately 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.

On behalf of the Trustees



Peter Carcas

Chairman

Date

15.1.2024

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
Education Training Consortium Sussex
Registered Charity 1147918

I report to the trustees on my examination of the financial statements of ETC Sussex (the charity) for the year ended 31 March 2023.

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

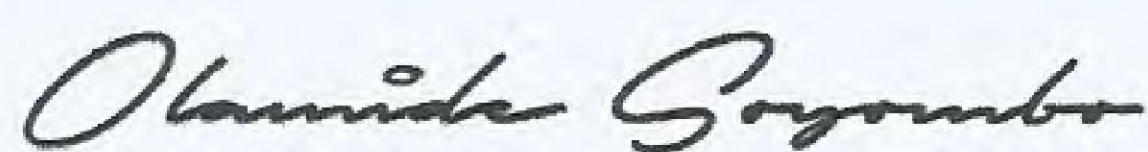
Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting 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: 5 October 2023

Statement of Financial Affairs

ETC Sussex Income & Expenditure Account For the Year Ended 31st March 2023


	Notes	<u>2023</u>	<u>2022</u>
INCOME			
Grants		159,625.23	150,763.17
Donations		-	542.20
Computer Club		5,050.00	-
Pantry		8,666.45	3,849.90
Café		15,719.26	14,178.10
FSN Chart Project		-	2,000.00
KickStart Salary		-	28,942.42
HMRC JRS		-	8,456.75
Dementia Day Service		257,201.17	154,885.49
Room Hire		-	745.00
Miscellaneous Income		181.80	-
Bank Interest		384.70	16.38
Gross Income		446,828.61	364,379.41
LESS EXPENDITURE			
Refreshments		-	163.10
Stationery	9	3,387.42	1,326.58
Postage		110.50	179.52
Volunteer expenses		-	309.90
Sundry		-	43.48
Events & Activities	5	78,450.52	43,971.84
Travel & Motor Expenses	6	6,572.49	2,924.12
Employer NI		7,210.00	5,132.45
Employer Pensions		4,620.00	4,568.22
Wages		268,450.00	221,582.15
Office rent		7,000.00	7,000.00
Phone/broadband		2,020.70	1,585.23
Insurance		4,138.04	4,410.80
Repairs & Renewals		1,043.52	4,381.64
Professional Fees		-	292.00
Training		270.00	171.60
Advertising		-	15.00
Bookkeeping Fees		870.00	700.00
Sub-Contractors		3,194.95	3,018.09
Recruitment Exp		72.80	-
Clothing Cost		218.24	621.17
Subscriptions		409.60	553.80
General Rates		863.37	2,436.71
Depreciation		8,930.64	1,905.00
Total Expenditure		397,832.79	307,292.40
EXCESS OF INCOME		48,995.82	57,087.01

ETC Sussex
STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 31ST MARCH 2023

			<u>31.03.23</u>	<u>31.03.22</u>
	Note			
FIXED ASSETS				
Tangible assets	1	52,691.16		15,669.00
CURRENT ASSETS				
Debtor				
Petty Cash		699.82	195.84	
Cash at Bank		128,113.93	2,777.00	
Deposit Account		<u>82,887.88</u>	<u>190,803.00</u>	
		211,701.63	193,775.84	
CURRENT LIABILITIES				
Creditors: Amounts falling due within one year				
	2	5,200.00	135.00	
Restricted Funds	3	<u>29,000.00</u>	<u>62,144.00</u>	
		34,200.00	62,279.00	
		177,501.63		131,496.84
NET TOTAL ASSETS		<u>230,192.79</u>	<u>147,165.84</u>	
INCOME & EXPENDITURE ACCOUNT				
As at 1 April 2022		216,165.00	159,974.00	
Excess of Income over Expenditure		48,995.82	56,191.00	
As at 31 March 2023		<u>265,160.82</u>	<u>216,165.00</u>	
REPRESENTED BY				
Restricted Funds		29,000.00	32,000.00	
Unrestricted reserves		186,160.82	184,165.00	
Designated Funds		50,000.00	-	
As at 31 March 2023		<u>265,160.82</u>	<u>216,165.00</u>	

Approved on 15.1.2024


Chair


Treasurer

ETC Sussex
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

1 Accounting Policies

The accounts have been prepared under the historical cost convention and in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (as applied to small entities by section 1A of the standard).

Tangible Fixed Assets

Tangible fixed assets are measured at cost less accumulative depreciation and any accumulative impairment losses. Depreciation is provided on all tangible fixed assets, other than freehold land, at rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life, as follows:

Plant and machinery	20% reducing balance
Motor Vehicles	25% reducing balance
Computer Equipment	20% reducing balance

Pensions

Contributions to defined contribution plans are expensed in the period to which they relate.

	<u>31.03.23</u>	<u>31.03.22</u>
2 TANGIBLE ASSETS		
COMPUTER EQUIPMENT		
20%		
 COST		
AS AT 31 MARCH 2022	39,604.00	39,604.00
ADDITIONS	3,496.00	
AS AT 31 MARCH 2023	<u>43,100.00</u>	<u>39,604.00</u>
 DEPRECIATION		
AS AT 31 MARCH 2022	35,583.00	34,737.00
CHARGE FOR YEAR	1,153.80	846.00
AS AT 31 MARCH 2023	<u>36,736.80</u>	<u>35,583.00</u>
 NET BOOK VALUE	6,363.20	4,021.00
 MOTOR VEHICLES		
25%		
 COST		
AS AT 31 MARCH 2022	12,707.00	
ADDITIONS	42,456.80	12,707.00
AS AT 31 MARCH 2023	<u>55,163.80</u>	<u>12,707.00</u>
 DEPRECIATION		
AS AT 31 MARCH 2022	1,059.00	
CHARGE FOR YEAR	7,776.84	1,059.00
AS AT 31 MARCH 2023	<u>8,835.84</u>	<u>1,059.00</u>
 NET BOOK VALUE	46,327.96	11,648.00

3 CREDITORS

PAYE & NI	2,032.00	-	1,450.13
BOOKKEEPING FEE	870.00		700.00
PENSION FUNDS	2,298.00		884.92
	<u>5,200.00</u>		<u>134.79</u>

4 RESTRICTED FUNDS

East Sussex County Council	-		23,000.00
Chalk Cliff Trust	-		4,000.00
Sussex Community Foundation (Pantry)	3,500.00		10,144.00
Sussex Community Foundation (Ukrainian)	4,000.00		
Foreshore Trust	3,000.00		-
Hastings Voluntary Action	3,000.00		-
Award For All	7,500.00		-
Rausing Trust	8,000.00		-
SHTe	-		25,000.00
	<u>29,000.00</u>		<u>62,144.00</u>

5 PAYROLL LIABILITIES

Throughout the year ETC Sussex paid in £4,620 for employees pension and £7,210 Employers National insurance. No member of staff earned over £60,000

6 EVENTS AND ACTIVITIES

Day Care Meals - café pantry	60474.68		41,182.50
Material Purchases	4384.29		1,005.44
Day Care Activities	12775.75		2,555.00
Packaging	-	-	608.00
Sundry Expenses	189.60		
Other Expenses	626.20		

	<u>78,450.52</u>	<u>44,134.94</u>
7 TRAVEL & MOTOR EXPENSES		
Fuel	4709.35	4,418.84
Motor Expenses	1056.50	1,500.14
Travelling	806.64	1,145.79
	<u>6,572.49</u>	<u>7,064.77</u>
8 REPAIRS AND RENEWALS		
Repairs and Servicing	1043.52	594.53
Repairs and Renewals	0.00	3,911.01
	<u>1,043.52</u>	<u>4,505.54</u>
9 DEPRECIATION		
Vehicle Depreciation	7,776.84	
O/E Depreciation	1,153.80	
	<u>8,930.64</u>	
10 STATIONERY		
Printing	102.49	
Newspapers	527.33	
Office Stationery	2757.60	
	<u>3387.42</u>	