

Charity Registration Number: 1150283

Chapelton & Harehills Area Learning Project

A Registered Charity Organisation

Annual Report and Unaudited Financial Statements

Year ended 31st December 2020

Chapelton & Harehills Area Learning Project

Reference and Administration Details

Year ended 31st December 2020

Trustees:

May Arthurton	- Finance Officer
Maxine Grant	- Officer.
Esther Bowen	- Chairperson
Audrey Hylton	- Vice Chair
Pauline Garnett	- Secretary

Registered Office:

23 Cloth Halls
Spinning Acres Lane, Far Headingley
Leeds, LS6 4FF

Charity Registration number: 1150283

Independent examiner: Mr Leigh Garnett

Bankers

Santander

58/60 Briggate

Leeds

LS1 6AS

Chapelton & Harehills Area Learning Project

Reference and Administration Details

Year ended 31st December 2020

Contents	Page(s)
Trustees' Report and Charity Information	4
Courses and Accreditation Information	5/6
Independent Examiner's Report	6
Balance Sheet	7
Notes to the Accounts	7/8
Accountant's report on the unaudited accounts	9
Explanation of Financial Provision	10
Future Plans	11
Structure, Governance and Management	12

Chapelton & Harehills Area Learning Project

Trustee's report and charity information

Year ended 31st December 2020

The Trustees have presented their report and the financial statements of the charity for the period January - December 2018. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS102) in preparing the annual report and finance of the charity.

Charity's Objectives

To advance the education of the public, in particular but not exclusively, adult learners by the provision of such training and assistance as the trustees may determine.

To promote for the benefit of the inhabitants of Leeds the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship, or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.

To further such other charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the trustees may from time to time determine.

Charity's Activities

The project teaches academic courses to a category of disadvantaged learners i.e., teenage mothers *individuals with significant contact with the criminal justice system *refugees/asylum seekers *individuals with mental or physical health issues and *the homeless. It will also work with individuals that require training support coupled with additional emotional care.

Achievement and performance

The Chapelton & Harehills Area Learning Project offers a variety of training and employment preparation programmes to suit the individual needs of all its students. We help all our clients reach their true potential through a wide range of training opportunities and individualised support. We prepare individuals for the workplace and help them gain new skills or enhance existing skills. Through small group sessions students will attend classes on core subject's i.e. Remedial English, Mathematics, and ICT these subjects will also be available up to level 1 and 2 (equivalent to a GCSE grade C) for our more able students.

Chapelton & Harehills Area Learning Project

Courses and Accreditation Information

Year ended 31st December 2020

A range of supporting topics have been taught including Building Effective Job search skills workshop, a CV Preparation Crash Course and a meeting potential employers networking event will also take place at the end of each academic year. Taking place across Leeds our training programmes cater for a range of physical, social, and psychological needs, we have a number of different programmes which will help and support the individuals.

At the end of each session the participants take part in a summative assessment which leads to a recognised qualification. The summative assessments are implemented to determine whether the students have acquired the skill and knowledge of understanding the training course and the aims it provided. The examination is done on the premises and checked by an external verifier.

The City and Guilds examination process in literacy and numeracy are valid accredited qualifications, which are recognised by employers. These qualifications will put the students in a position of beneficial employable status and take them into jobs that will enhance their career prospects.

The courses will effectively be monitored by each learner completing a course learning review form (per year). This form will address particular aspects of what targets/goals have been met, what the individual needs to work on, relaying their opinions of what they think about the learning, materials, teaching and addressing any areas that are or may affect their learning.

On completion of the project each learner will complete a (SPOT form) Student's Perception of Training, and this will highlight if the training/course was right for them, was the course what they expected, what they liked/disliked and their ideas on how we could improve the course.

This form has proved to be a useful and effective evaluation and has set the benchmark of what needed to be altered or changed and raised to a higher standard. In the past many learners have commented on one point and this has led to effective changes being implemented, which in the long term increased the standard, quality of the course and delivery.

Chapelton & Harehills Area Learning Project

Courses and Accreditation Information (cont/d)

Year ended 31st December 2020

We deliver literacy and numeracy City and Guilds level 1 and 2 qualifications (currently with very good pass rates.) The Cambridge ESOL examinations from entry 1 through to level 2 in speaking/listening, reading, and writing accreditations are taken throughout the year and have been rewarding for the ESOL students. We work in partnership with other education providers to facilitate examinations throughout the year and have achieved a well above average pass rate for all students at all levels.

Independent Examiner's Report

Chapelton & Harehills Area Learning and Training Project

Receipts and payments account

for the year ended 31 December 2020

	2020	2019	2018
	£	£	£
Total receipts	56581	34558	43091
Payments			
Wages, salaries, and other staff costs	29393	16919	14223
Car, van, and travel expenses	2866	972	1903
Premises costs	3397	6790	18369
Storage costs	7542	8277	5958
Telephone, fax, and other office costs	3217	876	1887
Advertising and business entertainment costs	-	-	-
Bank, credit card and other finance charges	-	-	-
Accountancy, legal and other professional fees	897	355	420
Church donation	-	49	150
	47314	34498	42910
Net Receipts	<u>9267</u>	<u>60</u>	<u>181</u>

Chapeltown & Harehills Area Learning and Training Project

Balance Sheet

as at 31 December 2020

Notes	2020	2019	2018
	£	£	£
Assets for charity's own use			
20 Workshop computers	NIL	NIL	NIL
5 Printers	NIL	NIL	NIL
3 Smartboards	NIL	NIL	NIL
Car	3263		
Building	4336		
Current assets			
Bank/building society balances	2509	242	182
Liabilities	NIL	NIL	N/A
Net assets	10108	242	182
Funds			
Unrestricted funds	10108	242	182

Notes to the accounts

All original assets for charity used have been written off. Most were purchased prior to 2014, so are fully depreciated, although they are still usable assets. During the year a car was purchased for use in the charity. Also, there was renovation work carried out on the new premises creating the building asset.

Going forward there will be accounts kept every year. It is hoped to take out the storage cost of £8k when new premises are used.

Chapeltown & Harehills Area Learning and Training Project

Notes to the Accounts

for the year ended 31 December 2020

1 Profit and loss account analysis

	2020	2019	2018
Income			
Grants	£	£	£
Certsure	715	4587	6753
Cognition Ltd		-	2000
Colin Henderson		-	500
Good Things Foundation	21806	17133	15890
Learning Curve		4400	16000
Workers Educational		900	1635
Leeds City Council	8893	3006	-
Black Training	4000	-	-
Community Foundation Resilience Fund	4167		
Community Foundation Wesleyan	7000		
Global Fund for Children	10000		
Others		4610	313
	56581	34588	43091

Wages, salaries, and other staff costs

Wages and salaries	29393	17179	13155
Training	-	-	1068
Car, van, and travel expenses			
Motor expenses	2866	972	1903
Utilities and other premises costs			
Rent	3397	6790	18369
Utilities and equipment			
Property insurance	35656	24680	34495
Telephone, fax, and other office costs			
Telephone and fax	472	708	1421
Storage	7542	8277	5958
Office supplies	533		156
Sundry - computer repairs/Website	2212	168	320

Advertising and business entertainment costs

Advertising and PR	0	0	0
--------------------	---	---	---

Bank, credit card and other finance charges

Bank charges	0	0	0
--------------	---	---	---

Accountancy, legal and other professional fees

Accountant's fees	350	115	0
Other legal and professional	547	240	420

Church Donation	-	49	150
-----------------	---	----	-----

2 Trustee expenses

No trustee received any expenses during this year or the previous year.

3 Related party transactions

There were no related party transactions during this year or the previous year.

**Accountants' report on the unaudited accounts
to Chapeltown & Harehills Area Learning and Training Project**

You have approved the accounts for the year ended 31 December 2020 which comprise the Profit and Loss Account, the Balance Sheet, and the related notes. In accordance with your instructions, we have compiled these unaudited accounts from the accounting records and information and explanations supplied to us.

Chapelton & Harehills Area Learning Project

Explanation of Financial Provision

Year ended 31st December 2020

In 2017 we had to leave the building we rented from 2008 to 2017 (9 years). This was due to the owners wanting to knock the building down to build a new shopping site at the back. It was later discovered that the building contained asbestos and has now been demolished.

From 2018 to date, we have kept the charity running by renting venues, and in the meantime looking for a suitable building that will accommodate the charity's needs. The move had a knock-on effect with our financial situation, hence the reason why we only managed to obtain an income of under 25k in 2017.

In 2018 we worked extra hard to raise the income and received grants and finances that over exceeded the 25k mark. We also managed to put on more classes in the venues we were/are renting and successfully kept the business going. Throughout 2018 to date, we have looked at several buildings to use for our services but have decided that we would prefer to buy our building. We have been looking at community purpose buildings that will serve and meet the needs of the community in a wide capacity.

In 2019, we had a decline with one of our major contractors as they needed to work with us in our own building. As we are still currently working on the building, we had to freeze the contract and resume with them when the building is up and ready to be used for their services. In 2020/2021, we were successful in receiving contracts and partnerships with other educational organisations. This has helped us reap back the loss we encountered in 2019. From 2021 onwards, a meeting potential employers networking event will take place at the end of each academic year.

Chapeltown & Harehills Area Learning Project

Future Plans

Year ended 31st December 2020

In 2020 we set out to pursuing the new building. Due to the pandemic and the several lockdown periods throughout the year, this caused major setbacks towards our plans.

From 2021 onwards our work will involve purchasing the old church building, which will be an education centre, conference/training rooms for community hire and a homeless/facility provision. The location of the building is situated near our beneficiaries as many of the disadvantaged adult learners reside in the Chapeltown and Harehills areas. The location has access to target new and old customers. The centre is on the main road which has a variety of buses which frequently travel to and from the city centre.

We will implement a higher ratio of work targeting the BAME groups, via helping them to secure employment and work towards attaining hierarchal positions as managers, teachers etc. We will be involved with BAME consultants and training organisations which will advise us on ways to improve and strengthen the charity, staff team, management board and beneficiaries.

The project is well known as we were situated on the outskirts of Chapeltown for 9 years and many people attended the courses we provided. Chapeltown and Harehills are cosmopolitan areas with many BAME deprived individuals and many people who are seen as being socially excluded from society. Many are unemployed due to leaving education prematurely and not achieving the standard level of education. The project aims to help all individuals' especially adult learners who are illiterate or who have literacy levels well below their adult age.

The new building is situated in the heart of the community where such problems are prominent but can be dealt with in a constructive and life changing way. We intend to purchase the building and the land at the back, to be used for a rewarding and beneficial community centre that will meet the needs of residents nearby and beyond.

Chapelton & Harehills Area Learning Project

Year ended 31st December 2020

Structure, governance, and management

Governing document: Constitution adopted 01/03/2012 as amended on 19/12/2012

CONSTITUTION OF THE CHAPELTOWN AND HAREHILLS LEARNING PROJECT (A Community Education Initiative for Disadvantaged Adult Learners)

The organisation is known as the Chapelton and Harehills education provision for disadvantaged adult learners a community education initiative for all adult learners.

The directors of the charitable company are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The recruitment and appointment of new trustees is based on their expertise and how they can benefit the charity. The appointment of new trustees requires approval by the Board of Trustees.

This report was approved by the trustees on 24/10/21 and signed on their behalf by:

Signed: 

Miss Esther Bowen
Chair of Trustees

