

Registered number: 05736803
Charity number: 1155750

COMMUNITY LEARNING PARTNERSHIP LTD
(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024

COMMUNITY LEARNING PARTNERSHIP LTD
(A company limited by guarantee)

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COMMUNITY LEARNING PARTNERSHIP LTD
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 AUGUST 2024**

Trustees	Elizabeth Borg Miriam Feehily James Fields Christine Wyard William Doust Jane Feeney
Company registered number	05736803
Charity registered number	1155750
Registered office	St Martin's Church Muirfield Road South Oxhey Herts WD19 6JD
Company secretary	Elizabeth Borg
Chief executive officer	Elizabeth Borg

COMMUNITY LEARNING PARTNERSHIP LTD
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 AUGUST 2024

The Trustees present their annual report together with the financial statements of the Community Learning Partnership Ltd for the 1 September 2023 to 31 August 2024. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

OBJECTIVES AND ACTIVITIES

a. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The charity's objectives and principles are to advance the education of children, young people, and adults in Hertfordshire and the surrounding district by the provision of facilities, training, research and opportunities for lifelong learning. The charity focuses in particular on allowing those who have not always had access to education in the past to develop their full potential.

b. Activities for achieving objectives

Community Learning Partnership engaged approximately 700 adults and children in family and adult community learning, who were drawn largely from the more disadvantaged areas and pockets of deprivation in Hertfordshire, such as South Oxhey, Borehamwood and Watford. There has been a significant increase in demand for our services. The main source of funding for these activities remains Step2Skills. Additionally, the charity ran more workshops and courses to try to meet this demand with additional grants and full cost recovery. The charity also provided opportunities for peer-to-peer learning through regular self-organised groups which also addressed other needs within the community such as loneliness and social isolation.

The charity has continued to work towards its aims of increasing capacity but has found it challenging due to decreasing value of government-funded contracts; increased competition for grants; rising costs and a surge in clients wishing to access our provision. Nonetheless, we were able to support members of the community with plenty of opportunities for improving their mental health through arts & crafts learning for wellbeing and offered more courses in sustainability, which are identified areas of both local and national need. We also continued with the second year of an employability project which provided mentoring to those with barriers to work such as protected characteristics.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2024

ACHIEVEMENTS AND PERFORMANCE

a. Review of Activities

We provided a high quality of teaching and learning for local people, providing excellent opportunities for personal growth and development. This was recognised by Hertfordshire County Council's Step2Skills, when one of our tutors won Teacher of the Year and a learner won Volunteer of the Year at their annual Celebration of Learning at Knebworth House. The value of our work was also recognised by the High Sheriff of Hertfordshire, who visited Community Learning Partnership and met learners.

Funding for arts & crafts for wellbeing, which enabled learners to improve their mental health and gain confidence, continued to form a large part of the charity's offer. This included:

- Tailored family and adult learning through our Step2Skills contract;
- Informal learning opportunities, supported by the Simon Gibson Charitable Trust and the Locality Budget from two County Councillors;
- Online workshops with additional funding from the Suicide Prevention Fund (Hertfordshire and West Essex Integrated Care Services);
- Workshops for residents living mostly in the WD19 area, funded by Watford Rural Parish Council.

Additionally, we increased the number of full cost recovery workshops, including our first Summer School, which was highly successful. It gave opportunities for people to continue their learning outside term-time, also helping them to remain connected with others, and provided an income to the charity.

We also increased the number of arts & crafts courses for sustainability, again tapping into local and national need by using learners' interests as a starting point for developing sustainable practices in their everyday lives and preparing them for green jobs by raising awareness of the United Nation's 17 Sustainable Development Goals.

Courses were also run in digital skills; setting up and growing your own business and community learning champions.

The charity continued its close working relationships with other organisations, which enabled us to reach vulnerable people and support their pathways to further learning, volunteering and employment. These included The Living Room Addiction Recovery Centres in Watford and St Albans, and Random Café.

We also provided one-to-one mentoring for unemployed and economically inactive people with barriers to work on the 2nd year of The Road to Employment project, funded by the UK Shared Prosperity Fund and managed by Step2Skills.

The charity expanded its volunteer base who gave ad hoc support at fundraising events and help with other tasks such as preparing resources for courses and for our newly-formed pop-up shop, selling donated goods.

FINANCIAL REVIEW

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

COMMUNITY LEARNING PARTNERSHIP LTD
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

a. Constitution

Community Learning Partnership Ltd is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association. The registered charity number is 1155750. The principal object of the company is to promote, operate and organise educational partnerships, classes, activities and training.

b. Method of appointment or election of trustees

The management of the Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

c. Organisational structure and decision making

The charity has 5 trustees/directors who share responsibility for the overall strategic direction of the organisation – Mrs Elizabeth Borg, Mrs Helen Cook, Mr William Doust, Mrs Jane Feeney and Rev James Fields. Mrs Borg fulfils a managerial role and is responsible for operational decisions. She manages a small part-time team of 3 core staff in addition to sessional teaching staff.

Leadership

Under the CEO's leadership, the team's roles and responsibilities have been developed to maximise capacity as we experience increased demand for our services. The Project Manager gained a L3 qualification in Leadership, which has equipped her with the skills to manage the team effectively, whilst enabling the CEO to spend more time on funding applications and raising the profile of the charity. To ensure that CLP is attractive to funders, we maintained our Cyber Essentials certification to protect our online systems and beneficiaries. We also passed our Continuous Improvement Check and maintained our Matrix accreditation in Information, Advice and Guidance.

d. Future developments

The following are key high-level priorities set for the next period ending August 2025:

- To continue to focus on larger-value grants to avoid over-reliance on one source of funding, and to gain longer-term support for the charity and its beneficiaries;
- To focus on unrestricted grants to support our core costs and activities;
- To maintain the level of fundraising events and full cost recovery workshops and courses, whilst also seeking corporate support to enhance income generation;
- To gain support from local businesses.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2024

Statement of Trustees' responsibilities


The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 15 May 2025 and signed on their behalf by:



.....
Elizabeth Borg

COMMUNITY LEARNING PARTNERSHIP LTD
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**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 AUGUST 2024**

Independent examiner's report to the Trustees of Community Learning Partnership Ltd ('the Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 August 2024.

Responsibilities and basis of report

As the Trustees of the Company (and 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 the Company's accounts 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.

Signed:



Dated: 15 May 2025

David Colledge MA FACCA

COLLEDGE REDFERN

COMMUNITY LEARNING PARTNERSHIP LTD
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**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 AUGUST 2024**

	Note	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income from:				
Charitable activities	3	220,749	220,749	210,004
Total income		220,749	220,749	210,004
Expenditure on:				
Charitable activities	4	210,586	210,586	236,533
Total expenditure		210,586	210,586	236,533
Net movement in funds		10,163	10,163	(26,529)
Reconciliation of funds:				
Total funds brought forward		47,667	47,667	74,196
Net movement in funds		10,163	10,163	(26,529)
Total funds carried forward		57,830	57,830	47,667

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

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

COMMUNITY LEARNING PARTNERSHIP LTD
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REGISTERED NUMBER: 05736803

BALANCE SHEET
AS AT 31 AUGUST 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	8	1,942	2,589
		<u>1,942</u>	<u>2,589</u>
Current assets			
Debtors	9	25,905	15,200
Cash at bank and in hand		37,991	35,667
		<u>63,896</u>	<u>50,867</u>
Creditors: amounts falling due within one year	10	(8,008)	(5,789)
Net current assets		<u>55,888</u>	<u>45,078</u>
Total assets less current liabilities		<u>57,830</u>	<u>47,667</u>
Net assets excluding pension asset		<u>57,830</u>	<u>47,667</u>
Total net assets		<u><u>57,830</u></u>	<u><u>47,667</u></u>
Charity funds			
Restricted funds		-	-
Unrestricted funds		57,830	47,667
Total funds		<u><u>57,830</u></u>	<u><u>47,667</u></u>

COMMUNITY LEARNING PARTNERSHIP LTD
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BALANCE SHEET (CONTINUED)
AS AT 31 AUGUST 2024

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

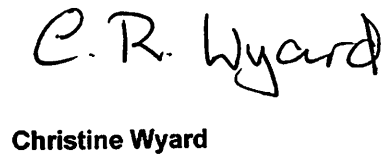
The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

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

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 15 May 2025 and signed on their behalf by:


Elizabeth Borg


Christine Wyard

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

COMMUNITY LEARNING PARTNERSHIP LTD
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024

1. General information

Community Learning Partnership Ltd is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association. The registered charity number is 1155750. The principal object of the company is to promote, operate and organise educational partnerships, classes, activities and training.

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

Community Learning Partnership Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Income

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.4 Tangible fixed assets and depreciation

Tangible fixed assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

COMMUNITY LEARNING PARTNERSHIP LTD
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024**

2. Accounting policies (continued)

2.4 Tangible fixed assets and depreciation (continued)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following bases:

Motor vehicles	- 25% Reducing Balance
Office equipment	- 25% Reducing Balance

2.5 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.6 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.7 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.8 Financial instruments

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.9 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

COMMUNITY LEARNING PARTNERSHIP LTD
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024**

3. Income

	Unrestricted funds 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Donations and service user contributions	46,974	46,974	36,212
Local Authority funding	173,775	173,775	173,792
	<u>220,749</u>	<u>220,749</u>	<u>210,004</u>

4. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2024 £	Total 2024 £	<i>Total 2023 £</i>
Governance costs	7,147	7,147	6,413
Tutor fees	40,114	40,114	46,454
Teaching resources and materials	12,596	12,596	14,031
Wages, salaries, NI and pension costs	121,708	121,708	119,319
Insurances and depreciation	3,940	3,940	3,802
Professional fees	2,743	2,743	10,831
Rent	8,196	8,196	3,774
Advertising and office costs	8,626	8,626	18,337
Motor and travel	559	559	1,692
Other staff costs	2,780	2,780	9,382
Bank charges and credit card fees	2,177	2,177	2,498
	<u>210,586</u>	<u>210,586</u>	<u>236,533</u>

COMMUNITY LEARNING PARTNERSHIP LTD
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024**

5. Analysis of expenditure by activities

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £	Total funds 2023 £
Governance costs	-	7,147	7,147	6,413
Tutor fees	40,114	-	40,114	46,454
Teaching resources and materials	12,596	-	12,596	14,031
Wages, salaries NI and pension costs	121,709	-	121,709	119,319
Insurances and depreciation	3,292	647	3,939	3,802
Professional fees	-	2,743	2,743	10,830
Rent	-	8,196	8,196	3,774
Advertising and office costs	-	8,627	8,627	18,337
Motor and travel	-	559	559	1,692
Other staff costs	-	2,780	2,780	9,383
Bank charges and credit card fees	-	2,177	2,177	2,498
	<u>177,711</u>	<u>32,876</u>	<u>210,586</u>	<u>236,533</u>
<i>Total 2023</i>	<u>182,743</u>	<u>53,790</u>	<u>236,533</u>	

6. Governance Costs

	2024 £	2023 £
Admin Staff costs	4,714	4,588
Independent examiners' remuneration	2,433	1,825
	<u>7,147</u>	<u>6,413</u>

The average number of persons employed by the Company during the year was as follows:

2024 No.	2023 No.
<u>8</u>	<u>9</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024**

6. Governance Costs (continued)

No employee received remuneration amounting to more than £60,000 in either year.

7. Trustees' remuneration and expenses

During the year, one or more Trustees has been paid remuneration or has received other benefits from an employment with the Company as permitted by clause 3.19 of the Articles of Association. The value of Trustees' remuneration and other benefits was as follows:

		2024 £	2023 £
Elizabeth Borg	Remuneration	42,525	41,417
	Pension contributions paid	1,814	1,759

During the year ended 31 August 2024, no Trustee expenses have been incurred (2023 - £NIL).

8. Tangible fixed assets

	Office equipment £
Cost or valuation	
At 1 September 2023	20,150
At 31 August 2024	<u>20,150</u>
Depreciation	
At 1 September 2023	17,561
Charge for the year	647
At 31 August 2024	<u>18,208</u>
Net book value	
At 31 August 2024	<u><u>1,942</u></u>
At 31 August 2023	<u><u>2,589</u></u>

COMMUNITY LEARNING PARTNERSHIP LTD
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024**

9. Debtors

	2024 £	2023 £
Due within one year		
Debtors	25,905	15,200
	<u>25,905</u>	<u>15,200</u>

10. Creditors: Amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	5,835	2,799
Other creditors	-	818
Accruals and deferred income	2,173	2,172
	<u>8,008</u>	<u>5,789</u>

11. Summary of funds

Summary of funds - current year

	Balance at 1 September 2023 £	Income £	Expenditure £	Balance at 31 August 2024 £
General funds	47,667	220,749	(210,586)	57,830

Summary of funds - prior year

	Balance at 1 September 2022 £	Income £	Expenditure £	Balance at 31 August 2023 £
General funds	74,196	210,004	(236,533)	47,667