

MOTIVATION AND LEARNING TRUST
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 JULY 2020

Charity Number 1155810

CARSTON
Chartered Accountants
1st Floor, Tudor House
16 Cathedral Road
Cardiff
CF11 9LJ

MOTIVATION AND LEARNING TRUST

FINANCIAL STATEMENTS

YEAR ENDED 31 JULY 2020

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MOTIVATION AND LEARNING TRUST

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 JULY 2020

Section A Reference and administration details

Charity name Motivation and Learning Trust

Other names charity is known by MLT

Registered charity number (if any) 1155810

Charity's principal address MPCT House,

Oaktree Court

Mulberry Drive, Cardiff Gate

Postcode CF23 8RS

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lt Colonel Marvin (Manny) Manfred	Chair		
2	E Saville	Vice Chair		
3	S Bowden		Resigned 03/2020	
4	J Trinder			
5	H Lewis MBE			
6	S Williams			
7	E Lambert			
8	A Dodge			
9	S Bridle			
10	H Moores			
11	D Smith			
12	D Morris			
13	G Blewitt OBE			
14	D Sylvester			
15	L Sims		Appointed 12/2019	
16	SF Ladbrooke		Appointed 03/2020	
17	Major John Charles			
18	S Hudd		Appointed 12/2020	

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

MOTIVATION AND LEARNING TRUST

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 JULY 2020

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

Trust

Trustee selection methods
(eg. appointed by, elected by)

Appointed by consensus

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Chair of trustees with the support of the board of trustees continues to carry out an induction programme for all new Trustees prior to their appointment and during their time with the Trust. All Trustee appointments are reviewed at the end of their 3 year tenure as required by the Governing Document.

Trustee meetings are held 3 monthly with video link facilities where locations allow for this. Detailed minutes are produced within 2 weeks of Trustee meetings. Due to the Covid-19 restrictions, the meeting held in June 2020 was held virtually using the MS Teams facility. This proved to be so successful that the board decided to hold all meetings in this fashion apart from an AGM.

Financial risk is reduced by the establishment of a minimum balance of £20,000. Any short term reductions below this figure require Board approval.

A Battlefield Tour payment of £25,000 was made for a planned tour in May 2020. This was cancelled due to Covid-19 and fortunately we were able to recover the full amount and no loss was incurred. Unfortunately the MLT Golf day and Gala Dinner were also cancelled due to restrictions.

A grant of £2,400 to allow Learner participation in sailing events was made during the period. Once restrictions ease, it is hoped to resume these events which greatly benefit participants.

MOTIVATION AND LEARNING TRUST

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 JULY 2020

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

To act as a resource for young people up to the age of 30 who are current Learners, graduates or apprentices at the Motivational Preparation College for Training (MPCT) by providing advice and assistance and organising programmes of physical, educational and other activities as a means of:

- Advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;
 - Advancing education;
 - Relieving financial hardship;
 - Relieving unemployment;
- Providing recreational and leisure-time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and/or economic circumstances. This is with a view to improving the conditions and the life of such a person.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Motivation & Learning Trust (MLT) has continued to engage in a significant fundraising strategy in order to ensure solvency and offer support to those who are entitled to access grants under the constitution of the charity. Relief of hardship and improvements in Learner mental health are now a major focus, especially as the effects of the Covid restrictions become apparent.

As the number of MPCT Colleges and Learner numbers continue to increase, we have endeavoured to encourage individual colleges to raise funds at local level. This strategy is proving successful. The Chair and other trustees have visited many of these colleges during the reporting year to recognise and reward fundraising efforts at local level. Unfortunately, fundraising events from March 2020 onwards were cancelled. However, the charity was able to maintain welfare support through regular repeat donations and some internal fundraising by MPCT Head Office members.

The MLT has made grants to young people in crisis where need has been both evident and urgent. In addition to this, the charity has continued to enrich the learning of young people with the aim of developing the individual as a whole. This has been achieved by contributing to educational visits within the UK and Europe. The MLT has also continued to fund activities such as offshore sailing and other outdoor pursuits, enhancing self-confidence, team building and self-worth. The MLT Welfare Trustee with limited financial authority has, in conjunction with the MLT Finance Trustee, proved effective in a rapid deployment of financial support to Learners in need. MPCT Centre Staff now have a proven and timely process to facilitate this provision.

The trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have due regard for the Charity Commission's guidance on public benefit when reviewing the aims and objectives and in planning future activities.

MOTIVATION AND LEARNING TRUST

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 JULY 2020

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Several local or community organisations have made donations to MPCT Colleges and it is clear that the aim was to benefit Learners from that particular location of geographical area. The decision reached was that, where this took place, it was understood that up to 50% of the local donation would be utilised for the benefit of that local college and 50% would be paid into the general fund, against which the college involved could bid against for welfare assistance or other bids. To date, this policy has proven to be acceptable to donors.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

A variety of fundraising events have been organised and run during the period of the report. These include golf, cycling, sponsored walks and other physical activities. Bucket collections have taken place in town centres and at Cardiff City Football Club. Individual MPCT colleges have contributed significant amounts of money on a regular basis. Many MPCT Staff have undertaken fundraising events including physical activities and challenges. Further online donation forums have been identified and added to the "Ways to donate" to our charity.

In September 2019 The Chair gave an Experiences of War (The Falklands) Presentation at The Cardiff & County Club where we were permitted to raise funds and auction some items. Raising over £1,700 the event was considered a success and can be repeated at other venues, when conditions allow.

An arrangement was made with Skydive Swansea where participants can raise money for our charity by undertaking Tandem Parachute Jumps. Unfortunately (and just as the weather was improving) Covid restrictions led to their cancellation. They will restart once conditions allow.

Section E

Financial review

Brief statement of the charity's policy on reserves

The MLT maintains a reserve of £20,000.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

RICOH UK and Wedge Galvanising have provided ongoing corporate financial support during the period. We look to attract additional corporate support to fund more localised activities, as the Learner numbers increase.

MOTIVATION AND LEARNING TRUST

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 JULY 2020

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

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Section F

Other optional information

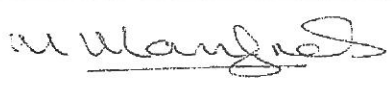
One of the main activities that the Trust had organised since the year end was a Battlefield Tour, very similar to the ones that have taken place in previous periods. This event was due to take place in May 2020. Due to the unfortunate, ongoing situation with the Covid-19 pandemic and the restrictions this has had on travel and group events; this event was cancelled by the tour operator. CGT Travel have made a full refund and the trust is most grateful for this. This is a significant amount and we will look to reschedule once travel arrangements are finalised.

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		<Signed Electronically>
Full name(s)	Marvin Manfred	
Position (eg Secretary, Chair, etc)	Chair of Trustees	
Date	27/5/2021	

MOTIVATION AND LEARNING TRUST
INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES
YEAR ENDED 31 JULY 2020

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 July 2020 which are set out on pages 7 to 9.

Responsibilities and basis of report

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

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

Independent examiner's statement

I have completed my examination. I confirm that no material 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 charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

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.



Farzana Ahmed FCCA
Independent Examiner

1st Floor, Tudor House,
16 Cathedral Road
Cardiff
CF11 9LJ

Date: 27.10.2021

MOTIVATION AND LEARNING TRUST

RECEIPTS AND PAYMENTS ACCOUNT

YEAR ENDED 31 JULY 2020

	£	£	Year Ended 31 July 20 £	Year Ended 31 July 19 £
	Unrestricted	Restricted	Total	Total
<u>Receipts</u>				
Donations	18,399	-	18,399	16,191
Charity Event Income	16,523	-	16,523	26,479
Fundraising Income	23,982	-	23,982	21,652
Bank Interest	1	-	1	6
Total receipts	58,906	-	58,906	64,327
<u>Payments</u>				
Grants payable	19,074	-	19,074	28,412
Charity events costs	3,554	-	3,554	23,370
Fundraising Costs	474	-	474	410
Advertising	-	-	-	-
Travel Expenses	1,075	-	1,075	2,320
Wages and salaries	-	-	-	4,562
Accountancy Fees	1,140	-	1,140	1,140
Professional fees	216	-	216	216
Sundry	-	-	-	250
Total payments	25,532	-	25,532	60,680
Net increase / (decrease) in cash for the year	33,374	-	33,374	3,647
Transfers between funds	-	-	-	-
Cash funds brought forward	27,960	-	27,960	24,313
Cash funds carried forward	61,334	-	61,334	27,960

MOTIVATION AND LEARNING TRUST
STATEMENT OF ASSETS AND LIABILITIES
YEAR ENDED 31 JULY 2020

	31 July 2020 £	31 July 2019 £
Assets:		
Cash funds	<u>61,334</u>	<u>27,960</u>

Representing balances on the following:

Unrestricted funds	Note 1	61,334	27,960
Restricted funds	Note 2	-	-
		<u>61,334</u>	<u>27,960</u>

These financial statements were approved by the members of the committee and authorised for issue on the 27/5/2021 and are signed on their behalf by:

emmaTrustee

EMMA LAMBERTName

MOTIVATION AND LEARNING TRUST

NOTES TO THE ACCOUNTS

YEAR ENDED 31 JULY 2020

Note 1. Unrestricted Funds

	Balance at 1 Aug 2019 £	Income £	Expenditure £	Transfers	Balance at 31 Jul 2020 £
General Funds	<u>27,960</u>	<u>58,906</u>	<u>(25,532)</u>	<u>-</u>	<u>61,334</u>

Note 2. Related Parties and Transactions with Trustees

One of the trustees, Huw Lewis, is also a director of APCymru Limited, which trades as MPCT.

One trustee claimed reimbursement of travel and other expenses totalling £977