

TALK THE TALK

UNAUDITED FINANCIAL STATEMENTS

YEAR ENDED

31 AUGUST 2022

TALK THE TALK
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COMPANY INFORMATION

Status	The organisation is a Charitable Incorporated Organisation (CIO), registered on 13 April 2015
Charity Number	1161251
Trustees	Lynn Chandler Jacob Dowling Elizabeth Lloyd
Operational Address	5th Floor, Mariner House, 62 Prince Street, Bristol BS1 4QD
Auditors	R J Francis & Co Suite 1 & 2, Marshall Business Centre Faraday Road Hereford HR4 9NS
Bankers	Clydesdale Bank 154-158 Kensington High Street London W8 7RL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2022

The trustees present their report and audited financial statements for the period ended 31 August 2022.

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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011.

Structure, governance and management

Structure

Talk The Talk was founded by grant-making trust, Four Acre Trust, in 2013. The trustees of Four Acre Trust had identified that oracy was not prominent in schools and felt that it should be more widely recognised and included across the school curriculum. Talk The Talk became a charitable incorporated organisation (CIO) in April 2015. Talk The Talk became independent of Four Acre Trust on 1 September 2019 when it started to undertake charitable activities in its own right.

Governance

Legal responsibility for the governance of the CIO is vested in the Trustees. There must be at least three and no more than 12 charity trustees. Trustees are appointed for a term of three years and have the option to put themselves forward to be re-appointed for a further three years. Trustees are selected to ensure that there is the necessary balance of skills, knowledge and experience needed for the effective administration of the CIO.

New Trustees are made aware of the duties and responsibilities of a Trustee through publications such as The Essential Trustee CC3 issued by the Charity Commission. Trustees are also given a copy of the CIO's Constitution dated November 2014. New Trustees are provided with an introduction to Talk The Talk by the Chair, other Trustees and employees.

Trustees

The Trustees who served during the year are:

Paul Bullen-Smith	(resigned 8 June 2022)
Lynn Chandler	
Jacob Dowling	
Karen Frost	(resigned 8 June 2022)
Elizabeth Lloyd	
Ellen Mukwewa	(resigned 22 March 2021)
David Taylor	(resigned 1 February 2022)

Lynn Chandler was appointed Chair of Talk The Talk on 1 October 2022 September 2021 on the resignation of Karen Frost as Chair.

Elizabeth Lloyd was appointed Chair of Talk The Talk on 8 June 2022 on the resignation of Lynn Chandler as Chair.

Subsequent to the year end, Talk The Talk appointed a number of new Trustees.

Management

The charity is managed by the Executive Director who, supported by a small team, is responsible for the day-to-day operations and management of Talk The Talk. In August 2022 the team comprised the Executive Director, Mark Farmer, Richard Edkins, Sales Liaison Director and three part-time administrators and had a bank of 36 trainers, who work on a freelance basis to deliver workshops. Each trainer enters a structured and supported induction process before being signed off by Talk The Talk.

Objectives and activities

Objectives

The objects of the charity are for the public benefit:

- i) To advance education, in particular in speaking, listening and writing skills;
- ii) To encourage the participation of young people in society by developing their skills, capacities and capabilities, in particular by delivering programmes, training and publishing educational materials.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2022

Activities

Talk The Talk has a suite of four student workshop programmes and a Continuing Professional Development programme for teachers. These workshops offer educational support at different stages of a student's journey through secondary school. Across all Workshop Impact Report measures, the young people involved reported making positive progress. For example, at the end of Talk The Talk Communication, they felt on average 55% more confident and 63% more knowledgeable about the skills required to verbally communicate effectively compared to their feelings at the outset of the workshop.

Talk About Transition

Making a successful move to secondary school is vital for students' confidence, self-esteem and academic achievement. Talk About Transition supports these students using oracy-based activities and strategies to develop greater self-confidence and resilience to support the successful transition from primary to secondary school.

Talk About Communication and Talk About Communication Plus

Getting up and speaking to a group of people can be unnerving whoever you are. Talk About Communication is an engaging confident masterclass that teaches and develops the use of structure in presentations, essay writing and exam answers. Students are taught to identify and use persuasive language techniques to get their message across. Talk About Communication Plus builds on the Talk About Communication programme and focuses on Group Talk, Debating, Negotiation and Listening Skills, providing students with practical opportunities to put these to the test.

Talk About The Future

Leaving school to enter the world of work, further training or education is both an exciting and daunting time. The prospect of independence is often overwhelming. Talk About The Future supports students preparing to leave school or college by developing the competencies needed to take this next step with confidence and a positive mind-set.

The charity provides a suite of free online resources, on its website – <https://talkthetalkuk.org/resources/> designed to encourage teachers to embed the oracy skills learned by students during workshops.

Talk The Talk also provides Teacher CPD workshops to support teachers in developing the skills to build oracy into their teaching; modelling positive communication, establishing success criteria for oracy and implementing structure. The programme is bespoke for each school and usually embraces time with head teachers, the senior leadership team and teachers.

Achievements and performance

During the year, Talk The Talk achieved its charitable objectives by running over 1200 student and staff workshops reaching over 33,000 young people at 256 different schools. This was a busy year – in fact, the busiest in the charity's history with many schools' leaders recognising how much confidence had been dented by the effects of the pandemic on young people.

Financial Review

During the year Dancop very kindly donated £3,000 of monies paid in advance in 2019/20 for workshops but not utilised in either 2020/21 or 2021/22 to Talk The Talk.

In the year ended 31 August 2022, the charity received income of £711,855 (2021 - £452,295) from charitable activities; grants and donations received in the year amounted to £3,946 (2021 - £66,327); and the charity incurred expenditure of £647,166 (2021 - £397,524) on charitable activities. The surplus for the year was £68,635 (2021 - £121,098).

Reserves Policy

Talk The Talk holds unrestricted reserves to ensure that its activities remain financially viable in the long term and to guard against unexpected events. The charity's reserves policy is to hold unrestricted reserves sufficient to cover three to four months' operating costs. The time frame of three to four months, in the opinion of the Board, would allow for Talk The Talk to wind down smoothly meeting all its obligations should the charity decide or be compelled to cease its activities.

At the end of the financial year, Talk The Talk's unrestricted reserves were higher than the stated reserves policy. This was felt to be appropriate given the requirement to seek new ways of working or new sources of funding as there is no Four Acre Trust grant funding for 2022/23.

Plans for the Future

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2022

Four Acre Trust has funded Talk The Talk since its inception and is in the process of spending out its residual funds. Therefore, the charity needs to access alternative funds to fulfil its charitable objectives. Success has already been achieved through funding from the Ashley Foundation which supports workshops delivery in Wales. Other areas receiving funding included Hertfordshire for Herts for Learning and SEREN in Wales while The Jack Petchey Foundation helped fund workshops delivered to London schools. Meanwhile, Talk The Talk is supporting schools to find ways of affording this important intervention. Some schools are taking the new Express version of the workshops which offers a condensed but nonetheless effective version of the programme.

Bookings for the future appear promising but clearly the full cost recovery prices, particularly in the current political and economic circumstances, presents a tougher budget responsibility for schools. Talk The Talk will continue in its endeavour to find partnerships with grant makers to develop our work.

Statement of Trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and regulations.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards 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 charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with The Charities Act 2011. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charity's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Board of Trustees on 1st March 2023 and signed on its behalf by

Elizabeth Lloyd
Chair

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF TALK THE TALK
FOR THE YEAR ENDED 31 AUGUST 2022**

I report to the charity trustees on my examination of the accounts of Talk the Talk Charity for the year ended 31 August 2022.

Responsibilities and basis of report

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

Independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts to be reached.

Name: A A Houston

Date: 1st March 2023

R J Francis & Co
Suite 1 & 2, Marshall Business Centre
Faraday Road
Hereford
HR4 9NS

STATEMENT OF FINANCIAL ACTIVITIES
(incorporating the income and expenditure account)
FOR THE YEAR ENDED 31 AUGUST 2022

	Note	Unrestricted Funds	Restricted Funds	Year Ended 31 August 2022 Total Funds £	Year Ended 31 August 2021 Total Funds £
Incoming Resources					
Charitable activities	2	660,990	50,945	711,855	452,295
Donations and grants	3	3,946	-	3,946	66,327
Total Incoming Resources		664,856	50,945	715,801	518,622
Resources Expended					
Charitable activities	4	597,606	49,560	647,166	397,524
Total Resources Expended		597,606	49,560	647,166	397,524
Net income/(expenditure)		67,250	1,385	68,635	121,098
Transfers Between Funds	8			-	-
Total Funds brought forward		121,098	-	121,098	-
Total Funds carried forward		£188,348	£1,385	£189,733	£121,098

All of the above amounts relate to continuing activities.

The Charity has no recognised gains or losses other than those dealt with in the statement of financial activities.

BALANCE SHEET
AS AT 31 AUGUST 2022

Company Number : 08260115

	Note	2022 £	2021 £
Current assets			
Debtors	6	65,335	97,092
Cash at bank and in hand		228,872	52,400
		294,207	149,492
Creditors: Amounts falling due within one year	7	(104,474)	(28,394)
Net current assets		189,733	121,098
Net assets		£189,733	£121,098
Funds			
Unrestricted	8	188,348	121,098
Restricted	8	1,385	-
		£189,733	£121,098

The financial statements were approved by the Board of Trustees and authorised for issue on 1st March 2023.

Elizabeth Lloyd
Chair

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2022

1 ACCOUNTING POLICIES

Basis of preparing the 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by way of performance.

Incoming resources from grants, where no specific pre-conditions exist, are recognised as they become receivable.

Voluntary income received by way of grants, donations and gifts are recognised when receivable.

Incoming resources from charitable trading activities are accounted for when the service is provided unless this is grant funded.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

Charitable expenditure comprises costs incurred by the charity in the delivery of its activities for its beneficiaries. It includes both costs that can be directly allocated to such activities and those costs of an indirect nature necessary to support them.

Support costs are costs incurred that assist the work of the charity but do not directly represent charitable activities and include payroll costs and office costs. Support costs have been allocated to expenditure on charitable activities on a basis that is consistent with the use of the resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds are those funds which are available for use at the discretion of the Trustees in furtherance of the charitable objectives of the charity.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes within the objects of the charity. The costs administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

The fund balance represents the unexpended resources held within the fund, that is, its assets less liabilities.

2 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Year 31 August 2022			Year 31 August 2021		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
Fees from workshops	415,910	9,695	425,605	172,695	82,800	255,495
Grant Income	245,000	41,250	286,250	196,800	-	196,800
	660,910	50,945	711,855	369,495	82,800	452,295

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2022

3 DONATIONS, GRANTS & OTHER INCOME

	Year 31 August 2022			Year 31 August 2021		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
Government Grants:						
JRS Furlough Income	610	-	610	48,023	-	48,023
COVID-19 Grant Income	-	-	-	10,500	-	10,500
Donations:						
Donations & Cash Back	3,336	-	3,336	7,804	-	7,804
	3,946	-	3,946	66,327	-	66,327

4 ANALYSIS OF RESOURCES EXPENDED

	Year 31 August 2022			Year 31 August 2021		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
Direct Costs:						
Trainer Fees	377,856	24,744	402,600	126,193	79,307	205,500
Programme Expenses	13,557	1,299	14,856	633	401	1,034
Marketing and Advertising	-	-	-	335	-	335
Staff Costs	74,146	11,750	85,896	53,420	27,710	81,130
	466,559	37,793	503,352	180,581	107,418	287,999
Support Costs:						
Staff Costs Net Recharges	97,420	7,265	104,685	87,836	-	87,836
Travel & Accommodation	4,972	438	5,410	2,075	-	2,075
Accountancy Services	6,854	566	7,420	3,689	-	3,689
Insurance	1,062	83	1,145	1,308	-	1,308
IT Infrastructure	3,792	734	4,526	4,587	-	4,587
Marketing Consultancy	10,999	1,568	12,567	-	-	-
Mentoring & Training	-	-	-	2,900	-	2,900
Interim Director Services	2,136	744	2,880	4,320	-	4,320
Office Costs	4,812	369	5,181	2,810	-	2,810
	132,047	11,767	143,814	109,525	-	109,525
Total Expended	597,606	49,560	647,166	290,106	107,418	397,524

5 EMPLOYEES

	Year 31 August 2022	Year 31 August 2021
	£	£
Wages and salaries	167,630	155,761
Social security costs	11,484	9,842
Payments to defined contribution pension scheme	3,553	3,363
	182,667	168,966

The average number of employees during the year was 6.1 equating to 4.8 FTEs (2021 – 6 equating to 4.8 FTEs).

Employees are included in the workplace pension scheme.

No employee received a salary of more than £60,000 (2021 -nil).

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2022

6 DEBTORS

	2022	2021
	£	£
Trade debtors	48,786	24,000
Due from grant funder	-	67,500
Other debtors	13,823	2,888
Prepayments	2,726	2,704
	65,335	97,092

All amounts are due within one year.

7 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	3,113	4,424
Due to grant funder	25,500	-
Deferred income	74,645	22,295
Accruals	1,216	1,675
	104,474	28,394

8 ANALYSIS OF NET MOVEMENT IN FUNDS

	Year 31 August 2022				
	Total Funds bought forward £	Total Incoming Resources £	Total Resources Expended £	Transfers between Funds £	Total Funds carried forward £
Unrestricted Funds					
General Funds	121,098	664,856	(597,606)	-	188,348
	121,098	684,856	(597,606)	-	188,348
Restricted Funds					
<i>Foundations, partnerships and organisations</i>					
Dancop	-	6,300	(5,703)	-	597
Future U	-	1,500	(1,359)	-	141
GwE	-	1,895	(1,895)	-	-
Jack Petchey Foundation	-	41,250	(40,603)	-	647
	-	50,945	(49,560)	-	1,385
Total Funds	121,098	715,801	(647,160)	-	189,733

9 ANALYSIS DEFERRED REVENUE

	As at 1 September 2021 £	Incoming Monies £	Monies Released As Donations £	Transferred To Reserves On Delivery £	As at 31 August 2022 £
Foundations, Partnerships & Organisations	12,695	100,000	(3,000)	(50,945)	58,750
Schools, Colleges & Multi Academy Trusts	9,600	29,095	-	(22,800)	15,895
	22,295	129,095	(3,000)	(73,745)	74,645

Amounts received from schools, colleges and multi-academy trusts are payments in advance for workshops to be delivered. The charity does not classify this deferred income as unrestricted reserves until the workshop is delivered as the charity does not have the right to the income and repayment of the monies can be requested. On delivery of the workshop, the income is transferred to unrestricted funds.

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2022

9 ANALYSIS OF NET MOVEMENT IN FUNDS (continued)

Amounts received from foundations, partnerships and organisations as payments in advance for workshops to be delivered to schools meeting the specific criterion set by the foundation, partnership or organisation who has made the payment in advance are not classified as restricted reserves until the workshop is delivered as the charity does not have the right to the income and the foundation, partnerships or organisations who made the payment can request the money be returned in the event of non-delivery. When the deferred income is released, on delivery of the workshop, the income is shown in restricted funds. The movement on deferred income for foundations, partnerships or organisations is as follows:

	As at 1 September 2021 £	Incoming Monies £	Monies Released As Donations £	Monies Transferred To Reserves On Delivery £	As at 31 August 2022 £
Restricted Funds					
Foundations, Partnerships & Organisations					
Ashley Family Foundation	-	10,000	-	-	10,000
Dancop	9,300	-	(3,000)	(6,300)	-
Future U	1,500	-	-	(1,500)	-
GwE	1,895	-	-	(1,895)	-
Jack Petchey Foundation	-	90,000	-	(41,250)	48,750
	12,695	100,000	(3,000)	(50,945)	58,750

10 RELATED PARTY DISCLOSURES

Karen Frost, through her company Values Based Leadership had been providing mentoring services to the Executive Director of Talk The Talk. On the resignation of the Executive Director in June 2021, Karen Frost took over the role of Executive Director on an interim basis for five months (June – October 2021) whilst the charity undertook a search for a new Executive Director. The Trustees considered Ms Frost undertaking the role of Interim Director was in the best interests of the charity given her knowledge and experience of Talk The Talk. In recompense for the undertaking the role of Interim Director which are and above normal trustee duties, the charity paid Value Based Learning a fee of £1,440 (including VAT) per month. The Board of Trustees considered the amount charged for the services provided to fair and considerably less than would have charged by a third party with similar qualifications and experience. Ms Frost received £2,880 for her role as acting Interim Director in the year to 31 August 2022.

Talk The Talk's governing document allows the charity to pay for trustees for services that are over and above normal trustee duties. The Trustees have had regard to the requirements of the Charities Act 2011 in making payments to trustees.

11 RELATED PARTY DISCLOSURES

Four Acre Trust (Charity Number 1053884), a grant making charity with historic links to Talk The Talk, made grant income donations to the Charity of £245,000 (2021- £196,800).