

Registered Charity Number: 1161251

**TALK THE TALK**

UNAUDITED FINANCIAL STATEMENTS

YEAR ENDED

31 AUGUST 2023

**TALK THE TALK**  
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**COMPANY INFORMATION**

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

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2023

The Trustees present their report and audited financial statements for the period ended 31 August 2023.

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 31 January 2022)'. 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 twelve 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 appointed after November 2023 will be issued a copy of CIO Constitution dated November 2023.

#### Trustees

The Trustees who served during the year are:

David Aldred	Appointed 03.01.2023
David Aitchison	Appointed 03.01.2023
Lynn Chandler	Resigned 14.12.2022
Jacob Dowling	
John Dynes	Appointed 03.01.2023
Elizabeth Lloyd	

#### Management

The charity is managed by the Director who, supported by a small team, is responsible for the day-to-day operations and management of Talk The Talk. In August 2023 the team comprised Mark Farmer, Director, Richard Edkins, Schools Liaison Director, June Horton, Administrator and two part-time administrators. A bank of 36 trainers 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.

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2023

### Objectives and activities

#### Objectives

The objects of the charity are for the public benefit:

To advance education, in particular in speaking, listening (oracy) and writing skills

To encourage the participation of young people in society by developing their oracy skills, capacities and capabilities, in particular by delivering programmes for students and teaching professionals.

Providing rich and consistent oracy opportunities for our young people contributes towards improved outcomes in school, employment and life. Through the delivery of our workshop programmes, we continue to provide efficacious, high-impact opportunities and strategies to support schools to engage and develop the oracy skill and confidence of their young people.

#### 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.

With support from the Jack Petchey Foundation, several Uni Connect partners such as DANCOP and Future U, the Ashley Family Foundation, the Welsh Government SEREN programme and HFL Education we have been able to engage 33,787 young people this year. Furthermore, through the delivery of a range of wider income-generating activities, we have maintained our charitable objective to support workshop costs for mainstream education.

Growth in partnerships with multi-academy trusts, government agencies and grant-making trusts will allow us to benefit even more young people and teachers with our inspiring and transformative oracy workshops in 2023-24.

#### 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.

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2023

### Achievements and performance

During the year, Talk The Talk achieved its charitable objectives by delivering over 1400 student and staff workshops reaching over 33,000 young people at 304 different schools. This was a busy year – in fact, the busiest in the charity’s history with many schools’ leaders recognizing how much confidence had been dented by the effects of the pandemic on young people.

### Financial Review

In the year ended 31 August 2023, the charity received income of £606,910 (2022 - £711,855) from charitable activities; grants and donations received in the year amounted to £2,617 (2022 - £3,946); and the charity incurred expenditure of £616,317 (2022- £647,166) on charitable activities. The deficit for the year was £7,790 (2022 - surplus of £68,635) and can be attributed to continued investment following the effects of the pandemic.

### 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 twelve months’ operating costs. The time frame of twelve 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.

### Plans for the Future

Since the end of Four Acre Trust funding of Talk The Talk in August 2022, the charity has sought alternative funds to fulfil its charitable objectives as well as seeking higher contributions from schools. Success was achieved through funding in Hertfordshire from Herts for Learning and from Welsh Government SEREN programmes in Wales while The Jack Petchey Foundation helped fund workshops delivered to London and Essex schools. Government Outreach Programmes to widen participation in Higher Education also helped to fund workshops in schools in various parts of England.

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.

Booking levels for the future are promising but clearly the close-to 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 its work.

Talk The Talk began a pilot programme of delivery in Special Schools funded by the Jack Petchey Foundation and as a result this has been extended into a full delivery programme for 2023/24.

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2023

### Statement of Trustees' responsibilities

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 25<sup>th</sup> March 2024 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 2023**

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 SORP(FRS 102) and the Charities Act 2011.

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: 25<sup>th</sup> March 2024

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 2023**

	Note	Unrestricted Funds	Restricted Funds	Year Ended 31 August 2023 Total Funds £	Year Ended 31 August 2022 Total Funds £
<b>Incoming Resources</b>					
Charitable activities	2	430,260	176,650	606,910	711,855
Donations and grants	3	2,617	-	2,617	3,946
<b>Total Incoming Resources</b>		<b>432,877</b>	<b>176,650</b>	<b>609,527</b>	<b>715,801</b>
<b>Resources Expended</b>					
Charitable activities	4	482,020	135,297	617,317	647,166
<b>Total Resources Expended</b>		<b>482,020</b>	<b>135,297</b>	<b>617,317</b>	<b>647,166</b>
Net income/(expenditure)		(49,143)	41,353	(7,790)	68,635
Transfers Between Funds	8	-	-	-	-
Total Funds brought forward		188,348	1,385	189,733	121,098
<b>Total Funds carried forward</b>		<b>£139,205</b>	<b>£42,738</b>	<b>£181,943</b>	<b>£189,733</b>

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	2023 £	2022 £
<b>Current assets</b>			
Debtors	6	41,739	65,335
Cash at bank and in hand		252,220	228,872
		<b>293,959</b>	<b>294,207</b>
<b>Creditors: Amounts falling due within one year</b>	7	<b>(112,016)</b>	<b>(104,474)</b>
<b>Net current assets</b>		<b>181,943</b>	<b>189,733</b>
<b>Net assets</b>		<b>£181,943</b>	<b>£189,733</b>
<b>Funds</b>			
Unrestricted	8	139,205	188,348
Restricted	8	42,738	1,385
		<b>£181,943</b>	<b>£189,733</b>

The financial statements were approved by the Board of Trustees and authorised for issue on 25<sup>th</sup> March 2024.



Elizabeth Lloyd  
Chair

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 AUGUST 2023

#### 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 2023			Year 31 August 2022		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
Fees from workshops	430,260	176,650	606,910	415,910	9,695	425,605
Grant Income	-	-	-	245,000	41,250	286,250
	430,260	176,650	606,910	660,910	50,945	711,855

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 AUGUST 2023

#### 3 DONATIONS, GRANTS & OTHER INCOME

	Year 31 August 2023			Year 31 August 2022		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
<b>Government Grants:</b>						
JRS Furlough Income	-	-	-	610	-	610
<b>Donations:</b>						
Donations & Cash Back	2,617	-	2,617	3,336	-	3,336
	2,617	-	2,617	3,946	-	3,946

#### 4 ANALYSIS OF RESOURCES EXPENDED

	Year 31 August 2023			Year 31 August 2022		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
<b>Direct Costs:</b>						
Trainer Fees	274,327	131,925	406,252	377,856	24,744	402,600
Programme Expenses	1,624	3,372	4,996	13,557	1,299	14,856
Marketing and Advertising	-	-	-	-	-	-
Staff Costs	-	-	-	74,146	11,750	85,896
	275,951	135,297	411,248	466,559	37,793	503,352
<b>Support Costs:</b>						
Staff Costs Net Recharges	171,610	-	171,610	97,420	7,265	104,685
Travel & Accommodation	3,725	-	3,725	4,972	438	5,410
Accountancy Services	11,469	-	11,469	6,854	566	7,420
Insurance	669	-	669	1,062	83	1,145
IT Infrastructure	5,206	-	5,206	3,792	734	4,526
Marketing Consultancy	9,349	-	9,349	10,999	1,568	12,567
Subscriptions	325	-	325	-	-	-
Interim Director Services	-	-	-	2,136	744	2,880
Office Costs	3,716	-	3,716	4,812	369	5,181
	206,069	-	206,069	132,047	11,767	143,814
<b>Total Expended</b>	<b>482,020</b>	<b>135,297</b>	<b>617,317</b>	<b>597,606</b>	<b>49,560</b>	<b>647,166</b>

#### 5 EMPLOYEES

	Year 31 August 2023	Year 31 August 2022
	£	£
Wages and salaries	162,678	167,630
Social security costs	10,530	11,484
Payments to defined contribution pension scheme	3,738	3,553
	176,946	182,667

The average number of employees during the year was 6.1 equating to 4.8 FTEs (2022 – 6.1 equating to 4.8 FTEs).

Employees are included in the workplace pension scheme.

No employee received a salary of more than £60,000 (2022 - £60,000).

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 AUGUST 2023

#### 6 DEBTORS

	2023	2022
	£	£
Trade debtors	29,440	48,786
Due from grant funder	-	-
Other debtors	10,256	13,823
Prepayments	2,043	2,726
	<b>41,739</b>	<b>65,335</b>

All amounts are due within one year.

#### 7 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	6,766	3,113
Due to grant funder	-	25,500
Deferred income	Note 9 103,450	74,645
Accruals	1,800	1,216
	<b>112,016</b>	<b>104,474</b>

#### 8 ANALYSIS OF NET MOVEMENT IN FUNDS

	Year 31 August 2023				
	Total Funds bought forward £	Total Incoming Resources £	Total Resources Expended £	Transfers between Funds £	Total Funds carried forward £
<b>Unrestricted Funds</b>					
General Funds	188,348	432,877	(482,020)	-	139,205
	<b>188,348</b>	<b>432,877</b>	<b>(482,020)</b>	<b>-</b>	<b>139,205</b>
<b>Restricted Funds</b>					
<i>Foundations, partnerships and organisations</i>					
Dancop	597	50,450	(27,350)	-	23,697
Future U	141	17,500	(11,375)	-	6,266
SEREN	-	26,500	(17,225)	-	9,275
Jack Petchey Foundation	647	44,250	(44,897)	-	-
HFL	-	27,950	(27,950)	-	-
Ashley Family Foundation	-	10,000	(6,500)	-	3,500
	<b>1,385</b>	<b>176,650</b>	<b>(135,297)</b>	<b>-</b>	<b>42,738</b>
Total Funds	<b>189,733</b>	<b>609,527</b>	<b>(617,317)</b>	<b>-</b>	<b>181,943</b>

#### 9 ANALYSIS DEFERRED REVENUE

	As at 1 September 2022 £	Incoming Monies £	Monies Released As Donations £	Transferred To Reserves On Delivery £	As at 31 August 2023 £
Foundations, Partnerships & Organisations	58,750	159,999	(2,587)	(154,812)	61,350
Schools, Colleges & Multi Academy Trusts	15,895	63,350	-	(37,145)	42,100
	<b>74,645</b>	<b>223,349</b>	<b>(2,587)</b>	<b>(191,957)</b>	<b>103,450</b>

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

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 AUGUST 2023

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.

#### 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 2022 £	Incoming Monies £	Monies Released As Donations £	Monies Transferred To Reserves On Delivery £	As at 31 August 2023 £
<b>Restricted Funds</b>					
<b><i>Foundations, Partnerships &amp; Organisations</i></b>					
Ashley Family Foundation	10,000	-	-	(10,000)	-
Dancop	-	54,337	(2,587)	(50,450)	<b>1,300</b>
Future U	-	21,437	-	(19,937)	<b>1,500</b>
SEREN	-	38,350	-	(29,800)	<b>8,550</b>
Jack Petchey Foundation	48,750	45,875	-	(44,625)	<b>50,000</b>
	<b>58,750</b>	<b>159,999</b>	<b>(2,587)</b>	<b>(154,812)</b>	<b>61,350</b>

#### 10 RELATED PARTY DISCLOSURES

There are no related party disclosures required for the year.