

THE NATIONAL ASSOCIATION FOR ENVIRONMENTAL EDUCATION (UK)

England & Wales · Charity number 1166502

Details

Other names	NAEE
Status	Registered
Legal form	CIO
Registered	2016-04-13
Register	View on the Charity Commission register

Contact

Address	Nae Department of Education University of Bath Bath BA2 7AY
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Activities

Objects: TO PROVIDE A PUBLIC BENEFIT BY ADVANCING ENVIRONMENTAL EDUCATION WITHIN EARLY YEARS SETTINGS, PRIMARY AND SECONDARY SCHOOLS, AND INSTITUTIONS RESPONSIBLE FOR TEACHER EDUCATION WITHIN THE UK AND ELSEWHERE, IN PARTICULAR BUT WITHOUT LIMITATION BY [I] FACILITATING CURRICULUM DEVELOPMENT THROUGH THE PROVISION OF RESOURCES, INFORMATION AND IDEAS FOR TEACHERS, [II] PROVIDING FINANCIAL SUPPORT FOR PUPILS TO VISIT OUTDOOR EDUCATION CENTRES, AND [III] COLLABORATING WITH ORGANISATIONS THAT HAVE RELATED OBJECTIVES.

Activities: We support environmental education in schools by providing resources, information and ideas for teachers, and through financial support to schools to enable pupils to visit outdoor education centres. We also collaborate with organisations that have related objectives. The Association publishes a practitioner journal [Environmental Education] three times a year.

Classification

- **How:** Makes Grants To Organisations, Provides Services
- **What:** Education/training
- **Who:** Children/young People, Other Defined Groups

Geography

- Northern Ireland
- Scotland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£12,956	£16,334	-	-
2024-07-31	£12,341	£21,235	-	-
2023-07-31	£17,086	£14,919	-	-
2022-07-31	£15,058	£19,518	-	-
2021-07-31	£31,473	£30,972	-	-
2020-07-31	£13,238	£11,776	-	-

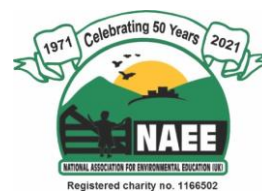
Trustees

Name	Role	Appointed
Andrea Carolina Gabriel Vacher		2023-11-18
Dr DAVID DIXON		2022-06-17
Dr Justin Dillon		2017-01-07
Dr Paul Malcolm Barnes Vare		2022-11-26
Dr Paula Owens		2020-02-06
Lee Richard Jowett		2023-11-18
NINA HATCH		2016-10-22
Quinn Lillian Runkle		2023-11-18
Sheila Gundry		2022-11-26

THE NATIONAL ASSOCIATION FOR ENVIRONMENTAL EDUCATION (UK)

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Accounts



NAEE Annual Report 2025

This report covers the work of NAEE from August 2024 to July 2025. It is a statement of key developments and issues faced and includes the 2024/25 income/expenditure statement. The version of this report that is approved at the 2025 AGM will be sent to the Charity Commission as our formal report for the year.

Policy developments relevant to environmental education: a brief overview

Perhaps the most significant education story in England over the reporting year has been the [Curriculum and Assessment Review](#) (CAR), chaired by Professor Becky Francis. The recently published final report, *Building a world-class curriculum for all*, includes some important headlines from NAEE's perspective:

- Climate change and sustainability education (CSSE) has a more prominent role within Citizenship, Geography and Science at both primary and secondary level
- Sustainability features strongly in Design and Technology
- Recommended enrichment activities include a focus on helping young people better understand their local community context.

While all this is to be celebrated, there are also areas of concern, which include:

- The lack of recognition of the role of other subjects in CSSE
- The only mention of 'outdoor activities' is in relation to Physical Education
- Issues such as climate justice and action-oriented learning are not well represented
- Environmental education is not mentioned at all.

The [Government response](#) to the CAR report includes a promise that schools will offer enrichment activities, one of which will be *Nature, outdoor and adventure*. The response mentions that benchmarks to guide Ofsted in inspecting this provision will need to be developed, something that NAEE could be well-placed to support.

Work has continued on revising the Department for Education's [Sustainability and Climate Change Strategy](#), which is now due to be published in the Spring of 2026. NAEE Trustees Justin Dillon and Paul Vare both serve on the Academic Insight Working Group that advises the Department on this work. Meanwhile, Keep Scotland Beautiful, where NAEE Trustee, Andrea Gabriel works, has contended to support Scotland's Learning for Sustainability framework through its multifaceted climate action for schools programme.

Another major event to occur just outside of our reporting year but of potential future significance, is the 30th Conference of the Parties (COP30) climate talks in Belém, Brazil, attended by NAEE Trustee, Quinn Runkle, on behalf of SOS-UK. Ministers of Education met at

COP 30 for the Annual Greening Education Partnership Meeting where, among other things, the draft [PISA Climate Literacy Framework](#) was launched. This framework defines essential knowledge, skills and attitudes that students should develop to contribute to climate goals. The intention is to measure climate literacy among 15-year-olds from 2029. If widely adopted, the framework would have implications for national education planners with a potential role for national organisations such as NAEE.

Financial position

The financial statement for 2024/25 (see pp.6-7) shows that our income remains steady while expenditure has decreased as more of our funded collaborative projects draw to a close. This trend is likely to continue as we work towards a balance between income and expenditure, something which is being aided by some unexpected donations including £10,000 from the will of Miss Caroline Jane Shaw that will feature in next year’s accounts.

2023/24		2024/25	
Income	Expenditure	Income	Expenditure
£12,341.03	£21,234.97	£12,956.03	£16,334.12

Again, over 90% of expenditure went directly on the delivery of our charitable objectives: bursaries, publications, networking, communications, and the website.

As always, we note that the figure for income does not include the incalculable, in-kind contribution from members and volunteers to the operation of the Association for which we are sincerely grateful.

Keen observers of our annual report will notice that there is no auditor’s letter this year, this is because, according to Charities Audit Regulations, NAEE does not need to have the accounts reviewed by an auditor as our income is below the threshold of £25,000. As ever, full details of the Association’s accounts are available in our annual return to the Charity Commission which can be found on the Charity Commission’s website.

The Kenrick bursary programme

Schools and young people in the West Midlands (more specifically Birmingham, Coventry and Sandwell) have continued to benefit from ‘Kenrick days’ with funding to support trips to local environmental education centres. The total grant money for 2024/25 was £6,800. The number of applications dipped this year, this is likely to be due to increased costs, particularly for transport, which have served to reduce the relative value of the grants. Applications continue to be of high quality and are awarded against five criteria:

- clearly defined environmental education outcomes
- proposed follow up activity ideally with whole-school benefits
- links to the curriculum

- mention of key words such as environment, climate change, biodiversity
- data on the school including location, demographics, percentage registered for free school meals and pupil premium, access (or not) to greenspace.

Over the thirteen years that the scheme has been in operation 198 bursaries have been awarded. Some schools have been awarded a second grant so in fact 147 different schools have benefitted from the scheme (total value £66,660.30). Since the autumn of 2024 only three environmental education centres have been used as the RSPB was unable to continue to offer centre led sessions. Kenrick grants are used specifically for visits to centres that offer environmental education experiences led by experienced educators employed by the centre.

Funded projects

Two funded projects have drawn to a close this year: the Ofsted-style Research Project (with authors from the University of Oxford) and The Standing Conference on the Arts, Education and the Environment, 2023 - 2025 (The Big Brum Theatre Company).

The first of these culminated in the publication of [*Engaging the Next Generation: The state of environmental, sustainability and climate education in UK schools and effective practice in the classroom*](#). The report draws on a comprehensive review of academic and grey literature, as well as relevant case studies to explore effective practices in delivering environmental, sustainability and climate education in schools across the United Kingdom. It identifies key factors that contribute to high-quality educational experiences for young people in the UK.

The latter project has recently submitted a final report which highlights how the project has succeeded in refreshing and invigorating interest in NAEF's work beyond its traditional base, especially in engaging specialist arts educators and community organisations in the West Midlands. The project also served as a source of new material for NAEF blogs with potential to continue to offer new and interesting material for the website and journal.

A Year of Environmental Lunacy

This year saw the launch of our [Environmental Lunacy](#) project. The brainchild of Trustee Paula Owens, the project is all about noticing our natural world more carefully, prompted by the phases and monthly cycles of the moon. Each new moon has been marked by a new blog from a writer who has been invited to rename the moon based on whatever they have noticed in their environment at the time. As Paula explains, it has been, "a very successful year of wonderful Blogs" and Paula is now in discussion with Journal co-editor, Elsa Lee, about combining the Blogs into a coherent learning resource.

Communications

Last year our former Chair of Trustees, Bill Scott, also retired as editor of our weekly newsletter. A call for someone to take on this role was met by two very able volunteers, Anya

Pawlick, a final year student at Leeds University (now graduated) and Tessa Willey who is Deputy Primary PGCE Programme Lead at UCL and Chair of the *Primary Geography* Journal Editorial Board. Between them they have revamped the newsletter into a full-colour, informative update on happenings, initiatives and opportunities in the field of environmental, sustainability and climate change-related education. Now published in Sway format (also available in PDF), the newsletter has become a fortnightly publication. We would like to thank Tessa and Anya for their energy and dedication throughout the year.

Our thanks also go to the editorial team of our journal, *Environmental Education* for helping to maintain NAEE's unbroken record of journal publications since 1971. Over the past year the team has published three volumes:

Vol 135 (Autumn 2024) entitled 'Wild Skies' has a focus on flight

Vol 136 (Winter 2024) is a special Scotland Issue

Vol 137 (Summer 2025) has a curriculum focus

Enhancing the visibility of NAEE

The visibility of the organisation has been raised by various means over the year:

- Our NAEE Fellows, in particular Poppy Flint and Elena Lengthorn, have kept us informed of how they have helped to raise awareness of the organisation through their activities
- Thanks to the involvement of NAEE president, Justin Dillon, in UCL's document, [*Key contributions of subjects to climate change and nature education*](#), the NAEE logo has been added as a collaborating organisation in this important publication.
- A sub-group of UCET (The Universities Council for the Education of Teachers) led by NAEE Chair of Trustees, Paul Vare, has conducted a survey of teacher education institutions in relation to sustainability and climate change education. The findings will be complemented by a blog and a special issue of the NAEE journal (in the pipeline for January 2026) that will feature case studies from numerous institutions
- During this year it was decided to close the NAEE account on X as trustees felt that platform no longer reflected the values of the organisation. Our social media account operator, Henricus Peters now posts NAEE news on *BlueSky*.

Trustee news

The Board held four meetings in 2024/25 all held via Zoom. As well as receiving reports on the various activities listed above a review and updating various statutory policies including the risk register, substantive issues discussed over the year have included the need to raise funds for specific projects and plans to update the website. Progress in these areas has proved challenging due to time constraints given that trustees are generally in employment elsewhere.

Two changes to our constitution have been recommended by the trustees; these are to be discussed at our AGM:

1. The roles of Executive Director and Deputy Director should simply attend trustee meetings rather than being considered *ex-officio* trustees (they may still choose to be trustees if they wish)

This means that the executive roles do not have to be renewed every three years, although their trustee role would if they were elected. This has the added advantage of allowing executive staff to be remunerated if they do raise money for projects without risking perceived conflicts of interest.

2. The President would serve for four rather than three years (renewable once).

This allows greater continuity in a role that is, after all a permanent position in many charities.

In other news, five trustees are due for re-election as highlighted in the table below:

Trustee	Position	Elected	Period ends
Justin Dillon	President (2 nd 1st term)	AGM 2021	AGM 2025
David Dixon	Elected	AGM 2022	AGM 2025
Andrea Gabriel	Elected	AGM 2023	AGM 2026
Sheila Gundry	Elected	AGM 2022	AGM 2025
Nina Hatch	Ex-officio (Executive Director)	AGM 2022	AGM 2025
Paula Owens	Elected (2 nd term)	AGM 2023	AGM 2026
Quinn Runkle	Elected	AGM 2023	AGM 2026
Paul Vare	Elected (Chair)	AGM 2022	AGM 2025

Officer	Position	Elected	Period ends
Nina Hatch	Executive Director	AGM 2022	AGM 2025
Sue Shanks	Treasurer (2 nd term)	AGM 2023	AGM 2026

Regrettably, Lee Jowett has had to resign as a trustee due to pressures of work and other commitments. Lee had been a highly effective trustee, particularly in taking the lead on renewing our digital infrastructure. The trustees are extremely grateful to Lee for his valued and professional help.

Income Expenditure Statement 2024/2025

Income

	£
M & G Dividends	9577.36
Membership	1973.82
Donations	940.28
Royalties	178.75
Interest	285.82
Consultancy	<u>0.00</u>
Total Income	<u>12956.03</u>

Expenditure

Kenrick School Bursaries Payments	6310.00
Kenrick School Bursary Support	616.30
Professional Office Support	2200.00
Journal Editing Fees	300.00
Journal Printing	535.20
Journal Distribution by Post	243.86
Microsoft Business Standard Subs	108.00
Consultancy/Speaker Fees	0.00
Website Management Fee	194.70
Website Hosting by eUKHost	117.48
WPForms for new website	79.98
Online membership Page upgrade	198.00
MailChimp subscription	96.91
Travel Expenses & Subsistence	0.00
Insurance	285.37
Room Hire	0.00
Stationery & Postage	25.59
Audit Fee	80.00
Information Commissioner's Office Fee	0.00
Trustee Board Costs	7.55
PayPal Transaction Fees	48.75
Advertising /Publicity	0.00
Website Revamp	378.67
Development Project Spending	3800.00
DropBox Costs	0.00
Zoom Costs (x2)	287.76
Company Tax return	420.00
Bank Charges	0.00
Total Expenditure	<u>16334.12</u>
Balance B/F from 23/24	35770.28
Plus Income	12956.03

	Total	48726.31
Less Expenditure		16334.12
Balance C/F		<u>32392.19</u>
 Bank reconciliation 1.08.25		
Current Account		5561.12
Trust Account		691.70
Investment Account		19315.18
Old Current Account		464.97
PayPal		<u>298.72</u>
	Total	<u>26331.69</u>
 Plus unpresented cheques from 23-24 paid out this year		
Payment to Tamarack Consultancy Services		3800.00
School Bursary Payments 2023 -2024		2256.00
School Bursary Payments 2022-2023		0.00
		<u>6056.00</u>
		<u>32392.19</u>
	Difference	<u>0.00</u>

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This report covers the work of NAEE from August 2023 to July 2024. It is a statement of key developments and issues faced and includes the 2023/24 income/expenditure statement as well as our auditor's report. The version of this report that is approved at the 2024 AGM will be sent to the Charity Commission as our formal report for the year.

Policy developments relevant to environmental education: a brief overview

The Department for Education's non-statutory [Sustainability and Climate Change Strategy](#) continues to be the main form of Government guidance available to schools in England. This includes the [National Education Nature Park](#) that was launched in October 2023 with the invitation to educational establishments to register for resources and to put their grounds on a national habitat map. Although uptake is understandably limited at this stage, the ambition is clear with the claim that all education settings in the country could create a space twice the size of Birmingham for wildlife to thrive in and for children to learn about their environment.

Meanwhile, the [Curriculum for Wales](#), which began implementation in 2022, became statutory for all pupils up to Year Nine. This organises the traditional disciplines into four core purposes and six Areas of Learning Experience (AoLE). With one core purpose being the development of ethical, informed citizens of Wales and the world, there is a definite place for environmental education within this framework. This structure is not dissimilar to Scotland's Curriculum for Excellence, which began a cycle of review this year. Also in Scotland, the recently updated [GTCS Standards for Provisional Registration](#) include explicit reference to sustainability in a number of places.

The year ended in July 2024 with a moment of significant change as Labour won the general election. The new government wasted no time in announcing that there would be a review of the National Curriculum along with assessment practices in England to be chaired by Professor Becky Francis (this will no doubt become a focus for next year's report). With the review promising 'evolution not revolution', it is unlikely that there will be such a radical re-think in England as there has been in Scotland and Wales.

Internationally, at COP28 in Dubai, the youth constituency (YOUNGO) issued a [statement](#) that echoed the main concerns of the UN climate change process although it did include one bullet point calling for all children to have access to 'high quality education' that should include 'climate change education that incorporates the best available science and principles of climate justice.'

Financial position

The financial statement for 2023/24 saw a decrease in income as one-off donations received previously were not repeated. Expenditure, on the other hand, increased as the organisation had committed to a number of collaborative projects using its accumulated funds.

2022/23		2023/24	
Income	Expenditure	Income	Expenditure
£17,085.70	£14,919.43	£12,341.03	£21,234.97

While these projects pay dividends in terms of our charitable objectives, we cannot continue to fund such work without first identifying additional sources of income to support them.

92% of expenditure went directly on the main ways we deliver our charitable objectives: bursaries, publications, networking, communications, and the website.

As always, we must note that this does not include the considerable and incalculable, in-kind contribution from members and volunteers to the operation of the Association for which we give our heartfelt thanks.

Fuller details of the Association's audited accounts are available in our annual return to the Charity Commission which can be found on the Charity Commission's website.

Funded projects

This year has been unusual in that the association has been able to support a number of project developments with partners. These are:

- Leicester Learn (with Leicester City Council)
- Supernature: Growing gardens and communities (with the Warden Bay Resident's Association)
- Zero Carbon Taster Sessions (with the Green Schools Project)
- Ofsted-style Research Project (with authors from the University of Oxford)
- New funded projects were set up with the Green Schools Project (Zero Carbon Schools Taster Sessions)
- Arts, education and the environment (The Big Brum Theatre Company).

Trustee changes

In 2023 we said a farewell to Bill Scott who ably chaired the association for six years. At the 2023 AGM, Paul Vare was confirmed as the new NAEE Chair. We also welcomed three new trustees, Andrea Gabriel (Education and Learning Manager at Keep Scotland Beautiful), Lee Jowett (a former NAEE Fellow and now Climate Change and Sustainability Fellow at Sheffield Hallam University) and Quinn Runkle (Director of Education, SOS-UK).

The Board held five meetings in 2023/24 comprising one face-to-face meeting in London, three online meetings via Zoom and one email exchange in which the change in Chair was agreed.

Engagement with schools and young people

The Kenrick bursary programme continues to attract an increasingly high number and standard of applications from teachers in the West Midlands. The level of environmental awareness of some teachers and their knowledge of the current issues facing pupils and families in their catchment area is becoming more evident. The total grant project money for 2023/24 was £6,406.

Over the twelve years that the scheme has been in operation 138 different schools have been awarded a grant (total value £56,670) to support their visits to one of four environmental education centres. All these centres offer environmental education experiences led by an experienced educator employed by the centre.

Communications

The weekly newsletter, prepared by former Chair of Trustees, Bill Scott, and delivered to members by email continued to be a source of information for members throughout the year. As Bill announces his retirement from the role, we would like to offer our heartfelt thanks for his tireless work on behalf of the association.

In this year we also published two volumes of our journal, *Environmental Education*, which has been published continuously since 1971:

Vol 133 (Autumn 2023) entitled 'Teaching the Future' was guest edited the youth-led organisation *Teach the Future* and, as such, a first in the history of the journal

Vol 134 (Spring 2024) entitled 'Small Wonders' focuses on invertebrates.

Income Expenditure Statement 2023/2024

Income

	£
M & G Dividends	9103.76
Membership	1474.83
Donations	1094.97
Royalties	190.08
Interest	477.39
Consultancy	<u>0.00</u>
Total Income	<u><u>12341.03</u></u>

Expenditure

Kenrick School Bursaries Payments	6206.00
Kenrick School Bursary Support	366.00
Professional Office Support	2200.00
Journal Editing Fees	860.00
Journal Printing	811.20
Journal Distribution by Post	277.04
Microsoft Business Standard Subs	36.00
Consultancy/Speaker Fees	200.00
Website Management Fee	233.86
Website Hosting by eUKHost	92.67
Travel Expenses & Subsistence	0.00
Insurance	248.87
Room Hire	0.00
Stationery & Postage	13.50
Audit Fee	80.00
Information Commissioner's Office Fee	35.00
Trustee Board Costs	396.90
PayPal Transaction Fees	24.46
Advertising /Publicity	0.00
Development Project Spending	8264.71
DropBox Costs	362.88
Zoom Costs	143.88
Company Tax return	360.00
Bank Charges	22.00
Total Expenditure	<u><u>21234.97</u></u>
Balance B/F from 22/23	38208.22
Plus Income	<u>12341.03</u>
	50549.25
Less Expenditure	21234.97
Balance C/F	<u><u>29314.28</u></u>

Bank reconciliation 1.08.24

Current Account	5111.83
Trust Account	2457.70
Investment Account	26629.36
Old Current Account	777.80
PayPal	<u>793.59</u>
	<u>35770.28</u>

Less unrepresented cheques

Payment to Tamarack Consultancy Services	3800.00	000228
School Bursary Payments 2023 -2024 - L19	2256.00	
School Bursary Payments 2022-2023	<u>400.00</u>	000101
	6456.00	
	<u>29314.28</u>	

Difference 0.00

Auditor's Report

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rebeccarandall68@gmail.com

Sue Shanks
Treasurer
National Association for Environmental Education
72 Wood Road
Tettenhall Wood
Wolverhampton
WV6 8NF

7 September 2024

Dear Sue

Accounts Audit y/e 31.07.24
2-7 September 2024

Thank you for sending through the documentation to enable me to complete the audit for the financial year 2023-2024.

I can confirm that:

- full accounts have been maintained for the past financial year
- a budget was set and income and expenditure were monitored against this during the year
- there is a system for approving invoices prior to payment

Income in the year August 23 to July 24 fell by just under 28%, or £4,745 against last year. This was primarily caused by a fall in donations and membership fees. Expenditure rose by just over 42%, due to a substantial increase in project development spend. Expenditure exceeded income by £8,893.94 during the year. The overall financial position of the charity remains very strong, with a share holding of over £165,000, and just over £29,300 held in the various bank accounts.

As previously, I completed the following:

- Checked that the brought forward balance from the previous year, plus income, less expenditure, equaled the combined balance in the four bank accounts and the Paypal account at year end.
- Compared the bank balances with the online bank statements.
- Looked at the bank reconciliation to check it balanced
- Contraed the transfers between the different bank accounts and the Paypal account
- I viewed the invoices for three payments:
 - Cal Salter, invoice 21, £550.00, paid 31.10.23
 - Zero Carbon School Taster Sessions, £1,350.00, paid 11.07.24
 - Mail & Print, £811.20, paid 03.01.24.

Each of the invoices had been marked as cleared for payment, with the date of approval recorded. The cheques raised had been signed by two signatories who were also noted on the invoice.

I also looked at the Risk Register and the Certificate of Public Liability insurance, and it was confirmed that, as previously, there was no PAYE system in operation nor VAT reclaimed.

I am confident that the paperwork and evidence submitted to me demonstrates that the accounts records have been properly maintained and that sound financial control procedures were in place for the financial year 2023-2024.

Yours sincerely

Rebecca Simmons
Internal Auditor

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Annual Report 2023

This is a report on the work of NAEE from August 2022 to July 2023. It is an overview of key developments and the issues we faced and contains the 2022/23 income / expenditure statement and our auditor's report. Once approved at the AGM, it will be sent to the Charity Commission as our formal report for the year. We begin with a brief national overview of environmental education.

COP27 came and went seemingly without any significant impact or progress. Although there are projects and initiatives galore, through which NGOs of all kinds are working on the ground with young people, families, schools and communities to offer opportunities to learn about the natural world and our impact upon it, curriculum development at national and devolved levels which might make a difference to what young people experience in schools seems limited. It's as if everyone is waiting for elections to bring significant change. Meanwhile, in England, it's clear that sharp divisions remain across the DfE's various teams about the importance of environmental education (viewed broadly) within schools.

Financial position

As you will see from the financial statement, 2022/23 saw a rise in all income streams, with a notable increase in unrestricted donations. These came from a wide range of sources and we are grateful for the many individuals and organisations who contributed.

2021 / 22		2022 / 23	
Income	Expenditure	Income	Expenditure
£15,058.12	£19,517.91	£17,085.70	£14,919.43

Such incomes make all the difference in determining how much resource we have available to spend on collaborative initiatives.

92% of expenditure went directly on the main ways we deliver our charitable objectives: bursaries, publications, networking, communications, and the website. We should note here that this does not include the considerable, but incalculable, in-kind contribution from members and volunteers to the operation of the Association. It is good to be able to record the Association's heartfelt thanks to all who give their time freely to what we do. This in-kind contribution never gets represented on a balance sheet but we should be lost without it. Fuller details of the Association's audited accounts are available in our annual return to the Charity Commission which can be found on the Charity Commission's website.

Policy work

The lack of commitment from the DfE stimulated the publication of our Young People's Learning and the Environment *Manifesto* in 2022. This aimed to build on existing work in schools and colleges to further stimulate change in thinking and practice, and thus help to better prepare young people for the social and environmental challenges they will face through their lives. A year on, it is probably fair to say that this has not had the sort of exposure among policymakers, school leaders, teachers, or the general public that we'd have liked. It is, of course, voluntary guidance and there are many reasons as to why initiatives might not have taken off in a schools sector recovering from the pandemic and beset with issues that are unnecessary to list. It would be good to reflect, however, as to what we might have done differently to change the lack of impact, especially with our new initiatives in mind.

The *House of Commons Environmental Audit Committee* [EAC] inquiry into *Green Jobs* agreed with NAEE that all school leavers to have an essential understanding of key environmental issues as this cannot be the responsibility of every employer, just as essential numeracy and literacy are not. The DfE studiously ignored this recommendation. The still pertinent guidance is now published as *curriculum guidance* on our website.

Trustee changes

At the 2022 AGM we welcomed two new trustees, Sheila Gundry (Froglife) and Paul Vare (University of Gloucestershire) and said farewell to Gabrielle Back who made a huge contribution to the Association both as a trustee and in a range of operational roles over many years. In particular, we note with appreciation her work that determined that NAEF survived its years of very lean funding in the late 1990s.

The Board met four times in 2022/23 with all meetings on line via Zoom. A face-to-face Board was planned but had to be called off because of a rail strike. The first meeting of 23/24 was held face-to-face. Six trustees attended all Board meetings with two attending 75% of them.

Engagement with schools and young people

The Kenrick bursary programme made a swift and successful recovery for the pandemic restrictions and tribute is due to the team who keep it attractive and standards high. Over the eleven years that the scheme has been in operation 119 different schools have been awarded a grant [total value £50,264] to support visits to one of four identified environmental education centres. Some 7,400 children between the ages of 3 and 18 have had an opportunity to experience an environmentally focussed visit led by an experienced teacher which has been related to ongoing curriculum work.

Our work with *COBIS* – the Council of British Overseas Schools – judging their eco-film-making competition was again successfully completed in April. This year there were 39 entries (23 KS 1-2, 16 KS 3-5) compared to 56 entries last year. These were from 23 countries (as last year) from across the world. The winners and runners up represented schools from South America, Asia, the Middle East and Europe. Once again, successful entries were characterised by a clear account told in an imaginative, engaging way by students, with a focus on projects that made a difference. In the most successful films, music and images were carefully chosen to add to the story, and data were used with precision to illustrate issues and outcomes. We have agreed to work with COBIS again in 2023/24. A consistent aspect of this awards scheme is the valuable insights presented into how schools from across the world are dealing in positive ways with environmental issues; another is being able to see well-informed young people telling their stories. Encouragingly, most films had informative credits noting those involved. We appreciated the creativity and innovation shown by many of the projects, along with the range of approaches taken to film-making. Increasingly sophisticated video-graphic techniques are being used. Although still quite rare, understated humour was always effective at getting across a message. Reducing waste and recycling remained popular themes and dealing with plastic waste again was a prominent focus.

We continue to work with *Teach the Future* and *Students Organising for Sustainability*. In particular, we collaborated on Teach the Future's '[Trackchange Project](#)'. This was launched in September. Its purpose is to review and re-draft sections of the national curriculum framework, statutory programmes of study and attainment targets for key stages 3 and 4 to illustrate what these would need to look like in order to take climate change and the ecological crisis seriously and help young people learn about them and how to take action to address them. The national curriculum revisions (2014/2017) provided the baseline for this. One outcome was a set of 10 [guiding principles](#), to show what a new curriculum for England could look like. The [final report](#) shows leaders and policy-makers exactly how and why climate education shouldn't be siloed into certain subjects like science and geography. Rather, it argues, Instead, climate education should be mandatory and integrated across all subjects. Last year, we suggested that DfE would ignore the project outcomes, and so it did. However, the research has placed a significant marker in the ground for the future development of the national curriculum when times are more propitious.

Project funding

The year saw a number of funded projects come to an end and new ones beginning. Most notable of the completions was Leicester City Council's carbon literacy project. Outcomes included:

- 77 university students and 79 school staff and governors accredited as Carbon Literate
- 649 school pupils taking part in carbon awareness workshops with 19 sixth form students being formally accredited by the Carbon Literacy Project

New funded projects were set up with the Green Schools Project (Zero Carbon Schools Taster Sessions), the Big Brum Theatre Company (arts, education and the environment), and Warden Bay Resident's Association (Growing gardens and communities).

Curriculum development

The Green Steel resource for secondary schools was published in partnership with Midrex Inc. This explores what steel-makers across the globe are doing to find low-carbon and zero-carbon routes to steel in the face of global warming and climate change. Currently, the global steel industry uses 8% of the world's energy and generates 7% of global CO2 emissions (2020 data). Manufacturing steel without these emissions – to produce 'green steel' – is an important industrial priority and a great challenge if we are to reach net zero. The National STEM Learning Centre has it on file together with other curriculum resources. You can access the resource on our website.

Communications

Our journal *Environmental Education* has been published continuously since 1971. Three volumes of the journal were published as usual.

Vol 130 (Summer 2022) focused on mammal journeys with key contributions from colleagues in wildlife/conservation charities. There were also articles exploring NAEF's Young People's Learning and the Environment Manifesto.

Vol 131 (Autumn 2022) was a print edition that had a circular economy theme with a focus on systems thinking. It was guest edited by Ken Webster with expert contributions from Chelsea McLean, Emma H. E. Fromberg and Evgeniia Postnova.

Vol 132 (Spring 2023) focused on learning about life on Earth with a range of biodiversity-focused articles and a continuation of our featuring of the work of young people.

Income Expenditure Statement 2022/ 2023

Income	£
M&G Dividends	8,840.66
Membership	2,337.91
Donations	5,426.61
Royalties	220.24
Bank Interest	260.28
Consultancy	0.00
Total Income	17,085.70
Expenditure	
Kenrick School Bursaries Payments	5,680.00
Kenrick School Bursary Support	532.75
Journal Editing Fees	300.00
Journal Printing	562.39
Journal Distribution by Post	187.98
Website Management Fee	156.00
Website Hosting by eUKHost	89.64
Development Project Spending Leics & WCF	3,008.50
6000th Student Celebration	400.00
Green Steel project	300.00
Consultancy fees	0.00
Advertising / Publicity	332.87
Professional Office Support	2,200.00
Trustee Board costs	0.00
Travel Expenses & Subsistence	0.00
Room Hire	0.00
Stationery & Postage	18.29
Audit Fee	80.00
Information Commissioner's Office Fee	35.00
Company tax return	300.00
Insurance	227.35
Paypal Transaction Fees	30.67
Dropbox costs	362.88
Zoom costs	115.11
Bank charges	0.00
Capital purchases	0.00
Purchase of new M&G shares	0.00
Total Expenditure	14,919.43
Funds Held	
Balance B/F from 21/22	36,041.95
Plus income	17,085.70
Less Expenditure	14,919.43
Balance C/F	38,208.22
Bank Reconciliation 01.08.23	
Current Account	5,039.58
Trust Account	2,107.70
Investment Account	33,116.97
Old Current Account	395.72
Paypal	62.25
	40,722.22
Less Unpresented Cheques:	
Payment to JG line 17	114.00
School bursary payments line 16	2,400.00
	2,514.00
Difference	0.00

Auditor's report

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Dr William Scott
Chair of Trustees
National Association for Environmental Education
24 Pound Lane
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25 September 2023

Dear Dr Scott

Accounts Audit y/e 31.07.23
23 – 25 September 2023

Thank you for sending through the documentation to enable me to complete the audit for the financial year 2022-2023.

I can confirm the following:

- full and detailed accounts have been maintained for the past financial year
- a budget was set and income and expenditure were monitored against this during the year
- there is a system in place for invoice approval prior to payment

I looked at the bookkeeping records in detail. Expenditure decreased this year, by £4,598. This was primarily accounted for by a fall in bursary payments and project expenditure. Income rose by just over £2,000 against last year, with increases across all income streams with the exception of consultancy fees. Donations were up by 43%, with income from interest rising significantly as would be expected.

I completed the following work on the figures:

- Checked that the brought forward balance from the previous year, plus income, less expenditure, equaled the combined balance in the four bank accounts and the Paypal account at year end.
- Compared the bank balances with the online bank statements.
- Looked at the bank reconciliation to check it balanced
- Contraed the transfers between the different bank accounts and the Paypal account
- I viewed the invoices for three payments:
 - Cal Salter £550.00 Admin (inv 19), paid 05.05.23
 - Mail & Print £562.39 Print and mail journals, paid 04.01.23
 - Woodcraft Folk £2,600.00 Project payment, paid 06.06.23

Each of the invoices had been marked as cleared by two approvers, with the date of approval recorded. The cheques raised had been signed by two signatories who were also noted on the invoice.

I also looked at the Risk Register and the Certificate of Public Liability insurance, and it was confirmed that, as previously, there was no PAYE system in operation nor VAT reclaimed.

I am confident that the paperwork and evidence submitted to me demonstrates that the accounts records have been properly maintained and that sound financial control procedures were in place for the financial year 2022-2023.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Rebecca Simmons', written in a cursive style.

Rebecca Simmons
Internal Auditor

THE NATIONAL ASSOCIATION FOR ENVIRONMENTAL EDUCATION (UK)

England & Wales - Charity number 1166502

Accounts

Annual Report 2022

This is a report on the work of NAEE from August 2021 to July 2022. It is an overview of key developments and the issues we faced and contains the 21/22 income / expenditure statement and our auditor's report. Once approved at the AGM, it will be sent to the Charity Commission as our formal report for the year.

A Notable Twelve Months for NAEE

These past 12 months have been significant both for NAEE and for environmental education more widely. We marked our 50th anniversary with a celebratory edition [Vol 128] of our journal and by funding a range of projects. One of these resulted in the digitization of every back number of our journal from 1971. These are a unique record of the ebb and flow of environmental education across the UK. You'll find them [here](#). Another saw the celebration of 10 years of the Kenrick bursary scheme and the 6000th student to benefit from this. This wonderful event took place at Martineau Gardens, Birmingham, in March. Another outcome will be a publication in the Autumn celebrating this achievement.

We were also pleased to be able to contribute to Mrs Anne Kenrick's memorial service to mark the tremendous contribution she made to the Association over many years. We are very grateful for the generous donations that were made at that event to support our continuing bursary work with schools. We are also grateful for the many other donations we received this year from both individuals and organisations.

A Busy Year for Environmental Education

This year saw COP26 in November, which we covered extensively in our web and social media outputs, and the DfE's sustainability and climate change [strategy](#) which we contributed to and reviewed after its launch in April. It's fair to say that our main thought on this was that it was another missed opportunity by government to listen to what teachers and young people were saying about their future. The launch saw the announcement that DfE would support the proposal for a Natural History GCSE.

The NAEE Manifesto

Discussions around the DfE's strategy stimulated the publication of our Young People's Learning and the Environment [Manifesto](#) in 2022. This aims to build on existing work in schools and colleges to further stimulate change in thinking and practice, and thus help to better prepare young people for the social and environmental challenges they will face through their lives. We expect it to influence what we do for the next few years, particularly as we prepare our development plans for 2022 to 2025.

NAEE's Journal

Our journal *Environmental Education* has been published continuously since 1971. Despite the lingering effect of the pandemic, three volumes of the journal were published as usual.

Vol 128 (Autumn 2021) was a print edition that had a 50th anniversary theme with a range of articles looking back over the first 50 years of NAEE's life.

Vol 129 (Spring 2022) focused on the freshwater challenges that we face. There was a range of contributions from colleagues in water-focused charities such as the Wildlife and Wetland Trust and the Canal and River Trust.

Vol 130 (Summer 2022) focused on mammal journeys with key contributions from colleagues in wildlife/conservation charities. There were also articles exploring NAEE's Young People's Learning and the Environment Manifesto.

Partnership

NAEE collaborated with a range of organisations during the year. Here are four examples:

The National Governance Association

We continued our work with the NGA. The Association now has a *Greener Governance Campaign* to encourage all schools and trusts to agree a strategy for their contribution to environmental sustainability, and to equip governing boards to play their role in overseeing this work. To support boards in doing this it has renewed and updated its *guidance* that it published in partnership with NAEE.

The NGA has now teamed up with *Derventio Education* to produce an on-line audit tool for school and academy trust governing boards. This is based on the 4Cs framework which the *NGA developed* last year that was based on the work that we did with the NGA and reflects our own *curriculum guidance*. We have offered guidance to Derventio on the design of the audit tool, and this will soon be on-line for use by governing boards. It will be badged as: "*Greener Governance: Your free sustainability development tool. An NAEE, NGA, SchoolIP partnership*".

Environmental Audit Committee

In NAEE's *written evidence* to the *House of Commons Environmental Audit Committee* [EAC] inquiry into *Green Jobs* we called for all school leavers to have an essential understanding of key environmental issues.

The committee's report is now *published* and section 4 (page 37 onwards: the *Education and Skills Pipeline*) begins by quoting NAEE's key point that all school leavers should have an essential understanding of key environmental issues as this cannot be the responsibility of every employer, just as essential numeracy and literacy are not. Our guidance to the EAC is now published as *curriculum guidance* on our website.

COBIS

Our work with *COBIS* – the Council of British Overseas Schools – judging their eco-film-making competition was successfully completed in April.

This year, there were 56 entries (up from 38 last year) from 23 countries (up from 15 last year). The 2022 winners and runners up represented schools across Africa, Asia, and Europe.

Once again, successful entries were characterised by a clear account told in an engaging way by students about an innovative and creative student project that made a difference. In the most successful films, music and images were carefully chosen to add to the story, and data were used with precision to illustrate issues and outcomes. We have agreed to work with COBIS again in 2022/23.

Teach the Future & SOS-UK

We continue to work with *Teach the Future* and *Students Organising for Sustainability*. In particular, we collaborated on two initiatives. The first was a piece of research carried out through *Teacher Tap* which surveyed 4,690 teachers in England to find out their experiences of embedding climate change and the ecological crisis into their work with students. The purpose of the research was to better understand the extent to which these topics are being integrated into lessons, and what we might need to do to routinely make it happen in every school. The research summaries have been published *here*. This is *what* our Chair made of it all.

The second is on-going. NAEE is working with *Teach the Future* and *Students Organising for Sustainability* on the 'Trackchange project'. The purpose is to review and re-draft sections of the national curriculum framework, statutory programmes of study and attainment targets for key stages 3 and 4 to illustrate what these would need to look like in order to take climate change and the ecological crisis seriously and help young people learn about them and how to take action to address them. The national curriculum revisions (2014/2017) provide the baseline for this. A consortium of academics won the tender for this work. The report was published and launched in September. NAEE is represented on the project steering group and the consortium is led by Elsa Lee and Paul Vare and contains many NAEE members. Whilst it seems probably that DfE will ignore the project outcomes, the research will place a significant marker in the ground for the future development of the national curriculum when times are more propitious.

Income Expenditure Statement 2021/ 2022

Income & Expenditure y/e 01.08.22			
Income		£	
M&G Dividends		8,103.92	Membership:
Membership		1,853.50	Paypal 1,331.50
Donations		3,791.62	Current 330.00
Royalties		161.54	Old Current 192.00
Interest		12.54	1,853.50
Consultancy		1,135.00	
Total Income		15,058.12	
Expenditure			
Kenrick School Bursaries Payments		7,690.00	includes cheques not yet presented
Kenrick School Bursary Support		415.85	
6000th Student Celebration		745.00	
Professional Office Support		2,000.00	includes cheques not yet presented
Journal Editing Fees		500.00	
Journal Printing		467.70	
Journal Distribution by Post		234.87	
Consultancy fees		0.00	
Website Management Fee		106.00	
Website Hosting by eUKHost		133.50	
Travel Expenses & Subsistence		12.00	
Insurance		212.53	
Room Hire		0.00	
Stationery & Postage		23.40	
Audit Fee		80.00	
Information Commissioner's Office Fee		35.00	
Trustee Board costs		0.00	
Paypal Transaction Fees		59.99	
Advertising		0.00	
Journal Digitising Project		629.76	
Development Project Spending Leics & WCF		5,500.00	
Dropbox costs		295.20	
Zoom costs		115.11	
Company tax return		240.00	
Bank charges		22.00	
Capital purchases		0.00	
Purchase of new M&G shares		0.00	
Total Expenditure		19,517.91	
Funds Held			
Balance B/F from 2020/21		40,101.74	
Plus income		15,058.12	
Less Expenditure		19,517.91	
Balance C/F		35,641.95	
Bank Reconciliation 01.08.22			
Current Account		3,267.11	
Trust Account		1,517.70	
Investment Account		32,856.69	
Old Current Account		8.20	
Paypal		62.25	
		37,711.95	
Less Unpresented Cheques:			
#165		500.00	
School bursary payments		1,570.00	
		2,070.00	
Difference		0.00	

Auditor's report

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Dr William Scott
Chair of Trustees
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23 September 2022

Dear Dr Scott

Accounts Audit y/e 31.07.22 12 – 23 September 2022

Thank you for sending through the documentation to enable me to complete the audit for the financial year 2021-2022. The audit was completed virtually as it was challenging to find a mutually convenient time to meet around work and as this has worked effectively for the past two years.

I can confirm that:

- detailed accounts have been maintained for the past financial year
- there was a budget monitoring process in place; the budget is discussed at every Board meeting
- there is a system in place for invoice approval prior to payment

I looked at the bookkeeping records in detail. Bursary payments have increased again compared to the previous year, which is to be expected; there were fewer covid restrictions in place for schools in the past 12 months. Expenditure was around £8,500 higher than in the previous year, if the share purchase of £20,000 in 20-21 is discounted. This was due to the increased dispersal of bursary payments, and expenditure on the development project which was expected. Other costs were little changed. Removing the extraordinary donation of £21,000 from the 20-21 income figures, income in 21-22 rose by around £4,586. The income from share dividends increased due to the larger shareholding, and while membership income fell slightly, donations were up on the previous year.

I completed the following work on the figures:

- Checked that the brought forward balance from the previous year, plus income, less expenditure, equaled the combined balance in the four bank accounts and the Paypal account at year end. The bank balances matched those on the online bank statements.
- Looked at the bank reconciliation to check it balanced (the bank and a Paypal transfer cleared on this date).
- Confirmed the transfers between the different bank accounts and the Paypal account
- I viewed the invoices for three payments:
 - £2,500.00 paid to Woodcraft Folk on 04.07.22
 - £3,000.00 paid to Leicester City Council on 11.07.22
 - £210.00 paid to Mud Island Marketing on 18.01.22

I also looked at the Risk Register and the Certificate of Public Liability insurance, and it was confirmed that, as previously, there was no PAYE system in operation nor VAT reclaimed.

I am confident that the paperwork and evidence submitted to me demonstrates that the accounts records have been properly maintained and that sound financial control procedures were in place for the financial year 2021-2022.

Yours sincerely

Rebecca Randall
Internal Auditor

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Annual Report approved at the AGM on November 26th 2022

THE NATIONAL ASSOCIATION FOR ENVIRONMENTAL EDUCATION (UK)

England & Wales - Charity number 1166502

Accounts



Annual Report

Introduction

This is a report on the work of NAEF from August 2020 to July 2021. It is an overview of key developments and the issues we faced and contains the 20/21 income / expenditure statement and our auditor's report. Once approved at the AGM, it will be sent to the Charity Commission as our formal report for the year.

Overview

Like all organisations, we have been affected by the impact of the Covid 19 virus on the UK. Happily, all our core team remained well throughout, and many activities have carried on as normal. Prominent examples of this are the journal, our connection to wider audiences through the website and social media, our administration, governance, and our communication with members. There were also significant co-operation with other groups including the Council of British International Schools, the National Governance Association, the House of Commons Environmental Audit Committee, and the publisher, Make Believe Ideas. All of these projects have been documented and reported through the website. Our social media output remained strong through the year and the frequency and quality of our blogs have increased. The sending of a weekly Monday update to members on environmental education and related developments has proved very popular.

Our journal has been published continuously since 1971. Despite the pandemic, three volumes of the journal, *Environmental Education*, were published as usual.

Vol 125 (Autumn 2020) focused on marine issues with features on shark and manta ray conservation, and ocean acidification and pollution. There were also articles on heritage and forest schools.

Vol 126 (Spring 2021) was a print issue guest edited by Ruth Sapsed, the Director of [Cambridge Curiosity and Imagination](#). Its featured articles focused on the importance of linking art and our natural world for the sake of children's learning.

Vol 127 (Summer 2021) focused on re-engaging with nature: back to basics. There were articles on green literacy, rubbish campaigning, conservation education, archeoanimals, soil science and global learning.

Volume 128 has a 50th anniversary theme and was published in October. Developing this was one of the eight 50th anniversary projects agreed earlier in the year. Whilst most will be developed during 2022, a number have been completed including, an anniversary logo, and a Wikipedia page.

In terms of involvement with national initiatives, we remain supportive of *Teach the Future* in whatever ways we can, and we are a member of the *Heads of Education*, *Our Shared World*, and *Natural Environmental Sector Partnership* initiatives. Our chair of trustees continues as a member of the Teach the Future adult advisory group. During the year, the amount of traffic to the Association through our website and via email has continued to increase illustrating a greater national visibility for our work.

In other ways the impact of the virus on our work has once again been marked. These include the Kenrick school bursary scheme, and the work that we are funding with Leicester City Council and the Woodcraft Folk. As all these involve working with young people and schools, it could not be otherwise.

Fortunately, the Kenrick bursary scheme restarted in June and is now fully operational again. We are looking forward to celebrating the 6000th student to experience the environmental education that the bursaries enable. This will be in the Spring of 2022 and will take place in Martineau Gardens. A review of the bursary scheme will be written for this.

Last year we noted with sadness the death of NAEF's most generous benefactor, Mrs Anne Kenrick. We were surprised (but very delighted) that Anne managed to continue her support of the Association with a legacy which we have invested to provide funding for more bursaries.

Income Expenditure Statement 2020/ 2021

Income	£	Funds Held	
M&G Dividends	6,180.7		39,600.
	6		32
	2,122.3	Balance B/F	31,472.
Membership	2	Plus income	91
Donations	21,500.00		30,971.
Royalties	466.29	Less Expenditure	49
Interest	3.54		<u>40,101</u>
Consultancy	1,200.00		<u>.74</u>
	<u>31,472</u>	Balance C/F	
Total Income	.91		
	<u><u>.91</u></u>	Bank Reconciliation	
Expenditure		31.07.21	
Kenrick School Bursaries	4,380.00		8,266.8
Payments	0	Current Account	2
Kenrick School Bursary	384.00		4,172.7
Support	2,000.00	Trust Account	0
	0	Investment Account	31,635.77
Professional Office Support	480.00	Old Current Account	8.20
Journal Editing Fees	772.49	Paypal	62.25
Journal Printing	229.19		<u>44,145</u>
Journal Distribution by Post	288.00		<u>.74</u>
Consultancy fees	37.00	Less Unpresented Cheques:	
Website Management Fee	80.38	Fees	264.00
Travel Expenses & Subsistence	0.00	School bursary payments	3,780.00
Insurance	207.72		0
Room Hire	0.00		<u>4,044.</u>
Stationery & Postage	25.00		<u>00</u>
Audit Fee	80.00		
Information Commissioner's Office Fee	35.00	Difference	<u><u>0.00</u></u>
Trustee Board costs	0.00		
Paypal Transaction Fees	25.41		
Advertising	450.00		
Development Project Spending	350.00		
Dropbox	403.20		
Zoom	115.10		
Company tax return	480.00		
Bank charges	22.00		
Capital purchases	127.00		
	20,000.		
Purchase of new M&G shares	00		
	<u>30,971</u>		
Total Expenditure	.49		
	<u><u>.49</u></u>		

Auditor's report

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Dr William Scott
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29 September 2021

Dear Dr Scott

Accounts Audit y/e 31.07.21
19-25 September 2021

Thank you for sending through the documentation to enable me to complete the audit for the financial year 2020-2021. It was agreed that I would complete the audit at home again this year, in view of the ongoing high levels of covid. The virtual audit worked well last year, so it seemed unnecessary to risk meeting in person.

I can confirm that:

- a detailed and accurate set of accounts had been maintained for the past financial year
- a comprehensive record is being kept of the expenses incurred by the new development project which is scheduled to end next summer
- there was an effective budget monitoring process in place
- there was a proper system for approving invoices before payment

I looked at the bookkeeping records in detail. Bursary payments have increased compared to the previous year, although are not as high as in pre-pandemic times, which is to be expected given that schools were still shut for a good proportion of the financial year. Overall levels of expenditure are very similar to those of last year, if the share purchase is removed from the figures. The split is quite different, with expenditure on the development project falling significantly, and increasing on bursaries and running costs such as Zoom which has obviously been essential over the past year. Income was boosted by one sizeable donation of £21,000. Dividend income fell, but receipts from membership and royalties rose, and income was received for consultancy services for the first time. The balance carried forward is within £500 of the balance at the start of the financial year.

I completed the following work on the figures:

- I made sure that the brought forward balance from the previous year, plus income, less expenditure, equaled the combined balance in the four bank accounts and the Paypal account at year end. The bank balances matched those on the online bank statements.
 - I checked the transfers between the different bank accounts
 - I looked at three payments in more detail:
 - £20,000 share purchase made on 09.06.21
 - £240.00 paid to Thomas & Ellis (corporation tax return) 23.12.20
 - £450.00 paid to Hurst Media (Guardian advert) 04.03.21
- I viewed the invoices for each of these payments, and the approval process for agreeing payment

I also viewed the Risk Register and the Certificate of Public Liability insurance, and it was confirmed that, as previously, there was no PAYE system in operation nor VAT reclaimed.

Hopefully next year we can revert to carrying out the audit in person. However, despite this being a virtual audit, I am confident that the paperwork and evidence submitted to me demonstrates that the accounts records have been properly maintained and that sound financial control procedures were in place for the financial year 2020-2021.

Yours sincerely

Rebecca Randall
Internal Auditor