

**BERWICK EDUCATIONAL ASSOCIATION
RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2021**

BERWICK EDUCATIONAL ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

P Campion
A Elliott
C McHugh
J Parkin
M Veitch

Charity number

1173505

Principal address

10 Grange Road
Berwick-upon-Tweed
TD15 1NN

BERWICK EDUCATIONAL ASSOCIATION

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BERWICK EDUCATIONAL ASSOCIATION

TRUSTEES REPORT

FOR THE YEAR ENDED 31 JULY 2021

The trustees present their report and accounts for the year ended 31 July 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution and the Charities Act 2011.

Structure, governance and management

The charity was established by a charitable trust deed on 21 June 2017.

The trustees who served during the year were:

P Campion
A Elliott
C McHugh
J Parkin
M Veitch
M Ward
R McMullen

New trustees are recruited from those who have participated actively and effectively as BEA volunteers.

The trustees meet regularly to review BEA's policies and performance. Day-to-day operations are handled by:

- Program Director: Pam Campion
- Program Managers: Pam Campion (Art, Science), Angela Elliott (History, Literature), Cian McHugh (Film, Music)
- Treasurer: Jacqui Parkin
- PRO: Cian McHugh
- Volunteer Management and Compliance: Angela Elliott

Risk review

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Objectives and activities

The charity's objects are to benefit the public by promoting the education of people in the local community of Berwick-upon-Tweed and surrounding areas, in such ways as the charity thinks fit, including, but not limited to, organising educational courses, day schools and excursions.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Due to Covid 19 regulations our activities during the year have been limited to educational courses held online via Zoom.

Public benefit

In considering the operation, achievements and performance and finances of the Trust, the trustees are satisfied that public benefit has been provided in accordance with the Charities Act 2011 and the guidance provided by the Charity Commission.

BERWICK EDUCATIONAL ASSOCIATION

TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2021

Achievements and performance

This is our third year reporting as a Charitable Incorporated Organisation, and it has been a busy one online, rather than in the classroom, due to Covid 19. An interesting consequence of making our courses available online has been the broadening of the geographical location of our subscribers. Although the majority have been local to Northumberland and the Borders, our reach has extended as far as Australia.

We owe our thanks to the hard work of our Course Programmers for planning and hosting courses covering a wide range of topics including astronomy, geology, art history, local history, politics, literature, and music. We were also able to deliver a number of talks on film thanks to the support of Berwick Film Society. The online courses were popular and well attended.

In all we hosted 99 zoom sessions with an aggregate attendance of more than 2,000. Once again our thanks are due to our excellent lecturers, both old and new, who showed great flexibility in difficult circumstances. We appreciate that the popularity of our annual programme is due to the high quality of their contributions. Our ability to sustain such a large and varied programme is due to our tireless volunteers, and we are very grateful to them for their time and effort in keeping the show on the road.

M Ward resigned as trustee on 16th October 2020 and R McMullen resigned as trustee on 25th November 2020, in both cases due to other commitments. We owe our thanks to them both for their considerable contributions to the organization and work of BEA over many years, both as volunteers and as trustees.

Financial review

Total income for the year amounted to £11,018 (2020: £21,203) against running costs of £5,873 (2020: £23,399) resulting in an operating surplus of £5,145 (2020: £3,359 deficit).

Total funds at the year end were £18,262 (2020: £13,116) of which £15,112 (2020: £13,116) was unrestricted and £3,150 (2020: £Nil) restricted.

Our policy is to maintain this fund at a level that will enable us to pay any outstanding bills and allow us to increase both the number of events and the range of our subjects while keeping our entrance costs very affordable. We do not hold any funds as custodian trustees.

BERWICK EDUCATIONAL ASSOCIATION

TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2021

Statement of Trustees responsibilities

The trustees are responsible for preparing the Trustees Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these accounts, 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 accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They 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.

On behalf of the board of trustees



J Parkin - Treasurer
Dated: November 8, 2021

BERWICK EDUCATIONAL ASSOCIATION

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 JULY 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
<u>Incoming Resources</u>					
Incoming resources from generated funds					
Donations and legacies	2	-	3,366	3,366	4,580
Incoming resources from charitable activities					
		7,653	-	7,653	16,623
Total incoming resources		7,653	3,366	11,018	21,203
<u>Resources expended</u>					
Charitable activities					
Charitable activities		3,879	216	4,095	23,399
Governance costs					
		1,778	-	1,778	1,163
Total resources expended	3	5,657	216	5,873	24,562
Net income for the year/ Net movement in funds					
		1,996	3,150	5,145	-3,359
Fund balances at 1 August 2020					
		13,116	-	13,116	16,476
Fund balances at 31 July 2021					
		15,112	3,150	18,262	13,116

BERWICK EDUCATIONAL ASSOCIATION

STATEMENT OF BALANCES

AS AT 31 JULY 2021

	Notes	2021 £	£	2020 £	£
Current assets					
Cash at bank and in hand		18,262		13,116	
		<u> </u>		<u> </u>	
Total assets less current liabilities			18,262		13,116
			<u> </u>		<u> </u>
Income funds					
Restricted funds	6		3,150		-
Unrestricted funds			15,112		13,116
			<u> </u>		<u> </u>
			18,262		13,116
			<u> </u>		<u> </u>

The accounts were approved by the Trustees on November 8, 2021



J Parkin - Treasurer

BERWICK EDUCATIONAL ASSOCIATION

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 JULY 2021

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared on a receipts and payments basis.

2 Donations and legacies

	2021 £	2020 £
Donations and grants	3,366	4,580
Donations and grants		
Restricted funds:		
Grant income - restricted	3,150	4,135
1989 Willan Charitable Trust - restricted	-	-1,000
Donations - restricted	216	1,445
	3,366	4,580

3 Total resources expended

	2021 £	2020 £
Charitable activities		
Activities undertaken directly	4,095	23,399
Governance costs	1,778	1,163
	5,873	24,562

4 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits during the year (2019 £nil)

5 Employees

There were no employees during the year.

BERWICK EDUCATIONAL ASSOCIATION

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2021

6 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds		At 31 July 2021	
	Balance at 1 August 2020			
	£	£	£	£
The Joicey Trust	-	400	-	400
Sir John Knott Trust	-	1,000	-	1,000
EC Graham 1985 Belford Trust	-	750	-	750
Hadrian Trust	-	1,000	-	1,000
Berwick Community Trust	-	75	75	-
Film Donations	-	141	141	-
	<u>-</u>	<u>3,366</u>	<u>216</u>	<u>3,150</u>

7 Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Fund balances at 31 July 2021 are represented by:			
Current assets	15,112	3,150	18,262
	<u>18,262</u>	<u>3,150</u>	<u>18,262</u>

BERWICK EDUCATIONAL ASSOCIATION

DETAILED INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JULY 2021

	£	2021 £	£	2020 £
<u>Incoming resources from generated funds</u>				
Donations and legacies				
Grant income - restricted	3,150		4,135	
1989 Willan Charitable Trust - restricted	-		-1,000	
Donations - restricted	216		1,445	
		3,366		4,580
Incoming resources from charitable activities				
Course fees	7,653		16,623	
		7,653		16,623
Total incoming resources		11,018		21,203
<u>Resources expended</u>				
Charitable activities				
Publicity - restricted	-		2,037	
Lecturers and Performers - restricted	216		6,535	
Licenses - restricted	-		544	
Catering, Premises & Transport - restricted			385	
Lecturers fees	3546		10,091	
Catering	-		232	
Publicity	8		973	
Room hire	154		2,247	
Other expenses	171		355	
		(4,095)		(23,399)
Administrative and management costs				
Insurance	187		187	
Office costs	631		963	
Accounting fee	960		13	
		(1,778)		(1163)
Surplus for the Year		5,145		(3,359)