

**LIGHTING EDUCATION TRUST**  
**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**LIGHTING EDUCATION TRUST**

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FOR THE YEAR ENDED 31 DECEMBER 2020**

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**LIGHTING EDUCATION TRUST**

**REFERENCE AND ADMINISTRATION INFORMATION  
FOR THE YEAR ENDED 31 DECEMBER 2020**

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<b>TRUSTEES</b>	Hugh J Ogus MBE Michael D Simpson Robert G Venning John W Aston (representing: the Chartered Institution of Building Services Engineers, CIBSE)
<b>REGISTERED OFFICE</b>	c/o Chartered Institution of Building Services Engineers Delta House 222 Balham High Road London SW12 9BS
<b>CHARITY NUMBER</b>	1179394
<b>INDEPENDENT EXAMINER</b>	HARRIS & TROTTER LLP 64 New Cavendish Street London W1G 8TB
<b>PRINCIPAL BANKERS</b>	National Westminster Bank Croydon & South London Commercial Business Centre 3rd Floor Link House 4 Addiscombe Road Croydon CR0 8TT

**LIGHTING EDUCATION TRUST  
TRUSTEES'REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2020**

The Trustees present their annual report and accounts of the Lighting Education Trust (the "Trust") for the period 1 January 2020 to 31 December 2020.

**STRUCTURE, GOVERNANCE, AND MANAGEMENT**

The Lighting Education Trust is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission in England and Wales on 31 July 2018 with the registration number 1179394. It is governed by a Constitution. The CIO began operating on 1 January 2019 as the successor to the previous Lighting Education Trust Unincorporated Charity, registration number 1051939, that was subsequently closed and added to the Register of Mergers to be linked with the CIO.

The Trustees of the CIO since its inception are:

Hugh J Ogus MBE (Chairman)

Michael D Simpson

Robert G Venning

John W Aston (representing the Chartered Institution of Building Services Engineers, CIBSE)

New Trustees may be appointed by a resolution passed at a properly convened meeting of the Charity's existing Trustees.

The Trust is administered by a Management Board appointed by the Trustees. The Management Team consists of senior figures within the lighting profession and is chaired by Robert Venning who reports to the Trustees. During the year, the nominated members of the Management Board were:

Robert Venning (Chairman)

Jeff Shaw (responsible for technical aspect of LET Diploma Course)

Ian Stanton (Responsible for Public Relations)

Pom Daniells (Administrator)

**OBJECTS AND ACTIVITIES**

The object of the CIO is, for the public benefit, advancing education by funding, developing, administering, supporting, or providing further and higher educational courses in lighting, lighting design and engineering, or related subjects. The CIO has power to do anything which is calculated to further its objects or is conducive or incidental to doing so.

**PUBLIC BENEFIT**

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and in planning our future activities.



**LIGHTING EDUCATION TRUST  
TRUSTEES'REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**ACHIEVEMENTS, PERFORMANCE, AND FINANCIAL REVIEW**

The development of the Coronavirus (COVID-19) outbreak early in the year had no existential impact on the Trust in so far as LET has no employees so was not affected by the precautions in force for personnel. It has no premises and no fixed overheads. The Trustees are satisfied that the Trust has sufficient reserve funds to ensure no immediate or significant threat to its continued operation.

The Trustees have temporarily suspended all activities that incur cost other than maintaining the necessary support to those students able to continue their studies for the Diploma.

The income of the Trust is variable from year to year. Income generated by the Diploma, which is delivered wholly online, is dependent on the number of students; Diploma expenditure is directly related and adjusted accordingly. Enrolment of students was suspended during the pandemic but is anticipated to restart in the spring of 2021.

Grants to educational establishments have been paused until the educational establishments resume their own working. They are contingent on receipt of donations from sponsors and no grant is made ahead of the corresponding funds being in hand.

Sponsorship funding has not been solicited during the year. The support of the organisations that contribute to the funds of the Trust is anticipated to continue and gratefully acknowledged.

Going forward, there will be no change in LET support for college and university courses and LET will continue to develop and deliver the internationally recognised distance learning course, the LET Diploma in Lighting Design, an area of lighting education that is not catered for elsewhere.

**ACTIVITIES DURING THE PERIOD**

During the year under review, the Charity made no grants.

No new students were admitted to the Diploma course in 2020 but full support was maintained for students already enrolled. Registration of a further cohort of students will restart early 2021.

Jeff Shaw (a leading lighting designer) chairs the sub-committee responsible for operating the Diploma course, other members being Allan Tulla (a technical lighting consultant), John Waite (a retired lighting consultant), Bob Venning and Pom Daniells (Administrator). The committee met virtually during the year.

**FUTURE PLANS**

The pandemic has curtailed a number of our plans. However, we remain committed to providing the unique and highly regarded lighting design qualification, the LET Diploma in Lighting Design, and to that end it is our intention to promote the current course to a wider and international audience.

The proposed undergraduate course in lighting design at Rose Bruford has had a stuttering start due to the Pandemic but LET will still be working hard to develop an undergraduate course in the future.

**LIGHTING EDUCATION TRUST  
TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**FUTURE PLANS (continues)**

LET will continue to support and develop Lighting Education to maintain the reputation of the UK as a centre of excellence. The scope of further developments will be determined by the ability of our sponsors to resume their generosity in the future when there is a degree of normality in the marketplace.

**RISK MANAGEMENT**

The Trustees have examined the major operational and business risks that they face and consider that they have established systems to manage the significant risks. The Trustees operate a comprehensive and active review of the major risks that might affect the Charity ensuring that these are minimised.

**RESERVES POLICY**

It is the policy of the Charity to maintain unrestricted funds, which are the free reserves of the Charity, at a level sufficient to meet its debts as they fall due. As at 31 December 2020 free reserves stood at £27,980 (£26,906 in 2019). This reflects the investment in rewriting the Diploma course and should show a recovery as the new course goes on-line.

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

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

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Trust and of the incoming resources and application of resources of the Trust for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and 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 financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Trust will continue in business.

**LIGHTING EDUCATION TRUST  
TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES (Continues)**

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the Fund and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Report Regulations 2008 and the provisions of the charity's 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.

For and on behalf of the Trustees



Hugh J Ogus MBE

**Trustee**

Date: 26/05

2021

## LIGHTING EDUCATION TRUST

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE LIGHTING EDUCATION TRUST

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I report to the trustees on my examination of the accounts of The Lighting Education Trust (the Trust) for the period 1 January 2020 to 31 December 2020.

#### USE OF REPORT

This report is made solely to the Trustees, as a body, in accordance with Chapter 3 of Part 8 of the Charities Act 2011. My examination has been undertaken so that I might state to the Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Trust and its Trustees as a body, for my examination, for this report, or for the opinions I have formed.

#### RESPONSIBILITIES AND BASIS FOR OPINION

As the trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

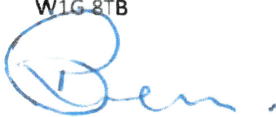
#### INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- 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 the 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.

Daniel Walters FCA  
Harris & Trotter LLP  
Chartered Accountants  
64 New Cavendish Street  
London,  
W1G 8TB



Date:

24 May 2021

**LIGHTING EDUCATION TRUST**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

		Unrestricted funds 2020 £	Unrestricted funds 2019 £
	Note		
<b>Income from:</b>			
Charitable activities - LET Diploma		11,375	22,312
Investments	5	-	76
Other - Transfer in from The Lighting Education Trust		-	27,026
<b>Total income</b>		<u>11,375</u>	<u>49,414</u>
<b>Expenditure on:</b>			
Charitable activities	6	10,301	22,508
<b>Total expenditure</b>		<u>10,301</u>	<u>22,508</u>
<b>Net movement in funds</b>		1,074	26,906
<b>Fund balance brought forward</b>		26,906	-
<b>Fund balance carried forward</b>	8	<u>27,980</u>	<u>26,906</u>

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The notes on page 9 to 12 form part of these financial statements.



**LIGHTING EDUCATION TRUST**

**BALANCE SHEET  
AS AT 31 DECEMBER 2020**

	Note	2020 £	2019 £
<b>Current assets</b>			
Cash at bank and in hand		35,148	44,199
<b>Total current assets</b>		<u>35,148</u>	<u>44,199</u>
<b>Liabilities</b>			
Creditors: Amounts falling due within one year	7	(7,168)	(17,293)
<b>Net assets</b>		<u><u>27,980</u></u>	<u><u>26,906</u></u>
 <b>The Funds of the Charity</b>			
Unrestricted funds	8	<u>27,980</u>	<u>26,906</u>
<b>Total funds</b>		<u><u>27,980</u></u>	<u><u>26,906</u></u>

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to charities.

Approved by the Board of Trustees and authorised for issue on 24 May 2021  
and signed on its behalf by:



Hugh J Ogus MBE  
Trustee

The notes on page 9 to 12 form part of these financial statements.

## LIGHTING EDUCATION TRUST

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

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#### 1 GENERAL INFORMATION

The Lighting Education Trust is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission in England and Wales on 31 July 2018 with the registration number 1179394. It is governed by a Constitution, within which the first Trustees are named as Hugh Ogus MBE, Michael Simpson, Robert Venning and John Aston (nominated by CIBSE). Operation of the CIO was activated on 1 January 2019 as the successor to the previous Lighting Education Trust unincorporated Charity, registration number 1051939, by the transfer of the assets, liabilities and undertakings of the unincorporated charity into the CIO. The transfer was authorised by an Order of the Charity Commission dated 13 October 2018. After the transfers, the donor charity was closed and added to the Register of Mergers to be linked with the CIO. The financial statements have been prepared in pound sterling (£) and rounded to the nearest £1.

#### 2 ACCOUNTING POLICIES

##### 2.1 Basis of preparation and going concern

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair view' and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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 (FRS102) issued on 16 July 2014 rather than the previous Statement of Recommended Practice: Accounting and Reporting by Charities which was effective from 1 April 2005 but which has since been withdrawn.

The Trust constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

The preparation of the financial statements requires the Trustees to make estimates and assumptions that affect the reported amounts of revenues, expenses, assets and liabilities, and the disclosure of contingent liabilities at the date of the financial statements. If in the future such estimates and assumptions, which are based on the Trustees' best judgement at the date of the financial statements, deviate from the actual circumstances, the original estimates and assumptions will be modified as appropriate in the year in which the circumstances change. The Trustees' consider that there are no key sources of estimation uncertainty.

## **LIGHTING EDUCATION TRUST**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

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## **2 ACCOUNTING POLICIES (continued)**

### **1.2 Expenditure recognition**

All income is recognised once the Trust has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations are recognised when the Trust has been notified in writing of both the amount and settlement date. Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Trust; this is normally upon notification of the interest paid or payable by the bank.

### **1.3 Expenditure recognition**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the Trust to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

Grants payable are payments made to third parties in the furtherance of the charitable objects of the Trust. Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty as to the timing of the grant or the amount of grant payable.

All expenditure is made from unrestricted funds.

### **1.4 Financial instruments**

The Trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

### **1.5 Cash and cash equivalent**

Cash and cash equivalents consist of balances in bank accounts with instant access.

### **1.6 Taxation**

The Trust is a registered charity and therefore is not liable for corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

### **1.7 Funds**

Unrestricted funds are the general funds of the Trust which may be used at the Trustees' discretion with accordance with the charitable objectives.



LIGHTING EDUCATION TRUST

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

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**3 RELATED PARTY TRANSACTIONS AND TRUSTEES' EXPENSES AND REMUNERATION**

The Trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind.

Expenses paid to the Trustees in the period totalled Nil.

**4 ANALYSIS OF STAFF COSTS AND REMUNERATION OF KEY MANAGEMENT PERSONNEL**

The average number of employees during the period Nil.

No employees had employee benefits in excess of £60,000 Nil.

**5 INVESTMENT INCOME**

	2020	2019
	£	£
Interest income	-	76
	<u>          </u>	<u>          </u>

**6 CHARITABLE ACTIVITIES**

	2020	2019
	£	£
<b>Support costs</b>		
Administrative expenses	489	3,350
Grants Payable	(5,000)	-
Consultancy fees	13,890	18,258
<b>Governance costs</b>		
Independent examiner's fees	923	900
	<u>10,301</u>	<u>22,508</u>

**Grants Payable**

The obligation was not fulfilled in regards to the accrued grants due. We have thus revised our decision to pay this grant of £5,000 to the recipient.

LIGHTING EDUCATION TRUST

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

**7 CREDITORS: AMOUNTS DUE WITHIN ONE YEAR**

	2020 £	2019 £
Accruals	900	5,918
Deferred income (see below)	-	11,375
Creditors	6,268	-
	<u>7,168</u>	<u>17,293</u>

<b>Deferred income</b>	2020 £	2019 £
Balance at 1 January 2020	11,375	18,437
Add: Income receivable in the year	-	15,250
Less: Income released in the year	(11,375)	(22,312)
Carried forward balance	<u>-</u>	<u>11,375</u>

*The deferred income is pertaining to the LET diploma. It is a two year course which starts in June of each year.*

**8 ANALYSIS OF CHARITABLE FUNDS**

**Current Period**

	Net Asset at 1 January 2020 £	Income £	Expenditure £	Carried forward funds £
Unrestricted funds	26,906	11,375	(10,301)	27,980
	<u>26,906</u>	<u>11,375</u>	<u>(10,301)</u>	<u>27,980</u>

**Last Period**

	Net Asset at 1 January 2019 £	Income £	Expenditure £	Carried forward funds £
Unrestricted funds	27,026	22,388	(22,508)	26,906
	<u>27,026</u>	<u>22,388</u>	<u>(22,508)</u>	<u>26,906</u>