

**LIGHTING EDUCATION TRUST**

TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

# LIGHTING EDUCATION TRUST

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## REFERENCE AND ADMINISTRATION INFORMATION FOR THE YEAR ENDED 31 DECEMBER 2022

### **Trustees:**

Hugh J Ogus MBE

Michael D Simpson

Robert G Venning

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

Jeffrey Shaw

Iain Macrae

### **Registered Office:**

c/o Chartered Institution of Building Services Engineers Delta House

222 Balham High Road

London

SW12 9BS

### **Charity Number:**

1179394

### **Independent Examiner:**

Harris & Trotter llp

64 New Cavendish Street

London

W1G 8TB

### **Principal Bankers:**

National Westminster Bank

Croydon & South London

Commercial Business Centre

3rd Floor

link House

4 Addiscombe Road

Croydon

CR0 5TT

**LIGHTING EDUCATION TRUST**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**

The Trustees present the annual report of the Lighting Education Trust (the "Trust") for the period 1 January 2022 to 31 December 2022.

**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)	Re-appointed 13 April 2022
Michael D Simpson	Eligible for re-appointment at Trustees' meeting Spring 2023
Robert G Venning	Re-appointed 13 April 2022
John W Aston	Re-appointed 13 April 2022

(Mr Aston represents the Chartered Institution of Building Services Engineers, CIBSE)

New Trustees:

Iain Macrae	Appointed 17 November 2021
Jeffrey Shaw	Appointed 17 November 2021

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)  
New member: Richard Caple

**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.

## **ACHIEVEMENTS, PERFORMANCE, AND FINANCIAL REVIEW**

The Coronavirus (COVID-19) outbreak 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. The Trust has no premises and no fixed overheads. The Trustees are satisfied that the reserve funds are sufficient to ensure no immediate or significant threat to continued operation.

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, without materially affecting the student experience

The anticipated resumption of a full Diploma course in 2022 was not found possible, activity being confined to reviewing and updating parts of the syllabus and supporting the relatively small number of students enrolled during 2021. Other activities that incur cost continue to be suspended.

Recruitment is underway for the Diploma course to restart in September 2023.

Grants to educational establishments remain paused until those 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.

Going forward, there will be no change in LET support for college and university courses although that support, will for the time being, be non-financial. LET will continue to deliver and develop 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 enrolled to the Diploma course in 2022; 9 students admitted in 2021 continued their studies.

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**

Despite the aftermath of the pandemic continuing to curtail a number of plans, the Trustees remain committed to providing the unique and highly regarded lighting design qualification, the LET Diploma in Lighting Design, and are promoting the course to a wider and international audience.

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 market place.

The death of Liz Peck who was the assistant administrator (Technical) has left a hole in student support, which is being addressed and the post should be filled by the end of May 2023

## **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 2022 free reserves stood at £32,567. This reflects the constraints on activities during the past three years.

## **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.

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: 13 June 2023

Given that the total movement of funds during the year amounted only to £4,070 of administrative Expenses, and no income was received, the Independent Examiner advised that a formal inspection and set of accounts is neither warranted or required. In the circumstances, the following figures are presented from the Management Accounts.

## Lighting Education Trust

### Statement of Income and Expenditure

For the Year ended 31 December 2022

	DIP	SPO	2022	2021	Variance	Var
<u>Income:</u>	£	£	£	£	£	%
Donations	-	-			-	0.0
LET Diploma	-	-		19,250	19,250	-100.0
Investment Income	-	-		-	-	0.0
<b>Total Income:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>19,250</b>	<b>19,250</b>	<b>-100.0</b>
<u>Expenditure:</u>						
Administrative Expenses	179		179	1,085	906	83.5
Grants Made	-	-	-	-	-	0.0
NatWest Bank Charges	250	-	250	308	58	18.8
Consultancy Fees	3,141	-	3,141	8,500	5,359	63.0
Independent Examiners Fees	500	-	500	700	200	28.6
Meetings Costs		-	-	-	-	0.0
<b>Total Expenditure:</b>	<b>4,070</b>	<b>-</b>	<b>4,070</b>	<b>10,593</b>	<b>6,523</b>	<b>61.6</b>
<b>Net Surplus/(Loss):</b>	<b>(4,070)</b>		<b>(4,070)</b>	<b>8,657</b>	<b>(25,773)</b>	<b>297.7</b>

# Lighting Education Trust

## Statement of Financial Position

As at 31 December 2022

	2022			2021
	£	£	£	£
<b><u>Assets:</u></b>				
<u>Current Assets:</u>				
Cash in Bank	33,167			38,237
Debtors	-			
<b>Total Assets:</b>			<b>33,167</b>	<b>38,237</b>
<b><u>Liabilities &amp; General Fund:</u></b>				
<u>Current Liabilities:</u>				
Creditors	600			1,600
<b>Total Liabilities:</b>			<b>600</b>	<b>1,600</b>
<b>Net Assets:</b>			<b>32,567</b>	<b>36,637</b>
<b><u>General Fund:</u></b>				
Balance Brought Forward	36,637			27,980
This year's Surplus/(Loss)	(4,070)			8,657
<b>General Fund - Diploma Fund C/F:</b>		<b>32,567</b>		<b>36,637</b>
<b>Total Fund Balance:</b>			<b>32,567</b>	<b>36,637</b>
<b>General Fund Balance:</b>			<b>32,567</b>	<b>36,637</b>