



Technology, Pedagogy and Education Association

Registered Charity, No: 1188737

Trustees' Annual Report & Statement of Financial Activity

for the Year Ended 31st March 2021

Trustees

Steve Kennewell

Neil Stanley

Tim Tarrant

Jon Audain

Andy Connell

Andrew Csizmadia

Christina Preston

Chris Shelton

Sarah Younie



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1 Reference and Administration Details

1.1 Charity Name & Registration

Technology, Pedagogy and Education Association

Technology, Pedagogy and Education Association (TPEA) is a UK registered charitable incorporated organisation operating in England and Wales. Registration no: 1188737, registered with the Charity Commission on 24th March 2020.

The charity is registered with HM Revenue & Customs

1.2 Charity's Address

27 Old Gloucester Street, London, WC1N 3AX

e-mail: enquiries@tpea.ac.uk

website: www.tpea.ac.uk

1.3 Names of the Trustees Who Manage the Charity

Name	Role	Appointed	Resigned
Steve Kennewell	Trustee	Founding Trustee	
Neil Stanley	Trustee	Founding Trustee	
Tim Tarrant	Trustee	Founding Trustee	
Doug Brown	Trustee	Founding Trustee	1 st December 2020
Jon Audain	Chair	1 st December 2020	
Andy Connell	Trustee	1 st December 2020	
Andrew Csizmadia	Trustee	1 st December 2020	
Christina Preston	Trustee	1 st December 2020	
Chris Shelton	Trustee	1 st December 2020	
Sarah Younie	Trustee	1 st December 2020	

1.4 Bank

Barclays Bank, Oxford City, UK.

2 Structure, Governance & Management

2.1 Type of Governing Document

The charity is governed through a Constitution – available at: <https://tpea.ac.uk/wp-content/uploads/2020/06/TPEA-Constitution.pdf>

2.2 Charitable Objects

As defined in the TPEA constitution, the objects of the charity are to advance education for the public benefit by:

- promoting research and effective practice in the use of digital technologies, particularly, but without limitation, in schools; and
- supporting initial and continuing teacher professional development, in particular in the field of the effective use of educational technologies.

2.3 Trustee Selection Methods

There must be at least three charity trustees. The maximum number of trustees is 12.

In accordance with the Constitution, Trustees are appointed or re-appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

In appointing Trustees due consideration is given to ensuring that the Trustees have, between them, the skills and experience necessary to manage the charity effectively and in accordance with charity law.

3 Activities

3.1 Statutory Declaration

The Trustees of the Technology, Pedagogy and Education Association confirm that they have paid due regard to the guidance issued by the Charity Commission on public benefit in deciding what activities the charity should undertake.

3.2 Summary of Main Activities

Like all educational organisations, TPEA's work over the last year was hugely affected by the Covid-19 pandemic. This led to the cancellation of our face-to-face events and new focus on supporting the needs of educators during this period.

During the period, we have recruited new members and transferred members from ITTE to the new TPEA membership system. We have continued to publish our journal and have also launched a new website and held a range of events.

4 Achievements & Performance

4.1 Outputs and Outcomes for the Charity's Beneficiaries

Over this period, the charity has produced a number of outputs. These include:

- Publication of an internationally recognised, peer-reviewed journal that disseminates internationally excellent research relating to technology in education. Five issues are published each year. This included a call for paper for a special issue on education during Covid-19
- Engaged with the public, educational organisations and companies to further good practice in the use of educational technology, for example, through the BETT Safaris
- Launched a new website including curated lists of resources and research for practitioners
- Published blogs on digital technology in education, for example, Life in Lockdown
- Held webinars on how edtech can help overcome challenges to initial teacher education.
- Produced a resource list for CfSA
- Produced a video resource for the Chartered College

4.2 How the Public Have Benefitted.

Teachers and educators have benefitted from our work by learning about best practice in educational technology. In turn, this has benefitted the public through improved educational practices.

4.3 Contributing to Activities Run by Other Organisations

We have contributed to the work of the CfSA, MESH, and Chartered College, BETT Advisory Panel

4.4 Trustee Development

Trustees are encouraged to participate in development opportunities as and when appropriate.

5 Financial Review

5.1 Details of Any Funds Materially in Deficit

The Charity has no funds which are materially in deficit.

5.2 Policy on Reserves

The Charity's policy on reserves is to generate and maintain a balance which is sufficient:

- a) to preserve the financial viability of the Charity in the event that unforeseen and/or unavoidable circumstance precipitate a short-term fall in its income;
- b) to enable the Charity, in the interests of meeting its objectives, to undertake from time to time the setting up of new and innovative projects on a pilot basis to demonstrate the viability and potential benefits of such activities as a precursor to securing the external funding necessary to maintain such projects on an on-going basis.

For these purposes the Charity will endeavour to generate and maintain reserves which are at least 50% of its annual turnover.

5.3 Principal Sources of Funding and Outgoings

The principal sources of funding are publishing royalties from our journal: Technology, Pedagogy and Education and subscriptions from members.

5.4 Remuneration of Trustees

All Trustees act in a voluntary capacity and receive no remuneration or other material benefits from their services to the Charity, with the exception of the journal editor who received a payment agreed by the Trustees in accordance with the relevant regulations.

Out-of-pocket expenses necessarily and reasonably incurred by Trustees in promoting the purposes of the Charity are reimbursed at cost.

5.5 Financial Status

TPEA's current resources from unrestricted donations are more than sufficient to meet its outgoings for at least next year.

All the indications are that this will remain the case for the foreseeable future.

5.6 Statutory Statements on Liabilities

The Trustees declare that:

- ✓ The charity has given no guarantees where potential liability under the guarantee is outstanding at the date of this statement (*eg*: any outstanding/ongoing contract or legal undertaking to buy or provide specific services);
- ✓ The charity has no debt outstanding at the date of this statement which is owed by the CIO and which is secured by an express charge on any assets of the CIO (*eg*: a mortgage on property owned by the charity);

Approved by the Trustees and signed on their behalf,

Andy Connell (Treasurer)

Jon Audain (Chair)

Date: 26/1/21

6 Statement of Financial Activity

Receipts & Payments Accounts for the Financial Year Ended 31-Mar 2021

	CHARITY COMMISSION FOR ENGLAND AND WALES		No (if any)		CC16a
	Receipts and payments accounts				
For the period from		Period start date 24/03/2020	To		Period end date 31/03/2021

Section A Receipts and payments					
	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Journal Royalties	19,531	-	-	19,531	-
Membership fees	1,562	-	-	1,562	-
Donations	-	-	-	-	-
Events	852	-	-	852	-
networking refund	22	-	-	22	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	21,967	-	-	21,967	-
A2 Asset and investment sales, (see table).					
Assets	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	21,967	-	-	21,967	-
A3 Payments					
Journal editors	6,000	-	-	6,000	-
Journal subeditor	1,000	-	-	1,000	-
Journal admin	6,000	-	-	6,000	-
office	481	-	-	481	-
web hosting	725	-	-	725	-
charity consultancy	300	-	-	300	-
subscriptions	222	-	-	222	-
new website	3,851	-	-	3,851	-
	-	-	-	-	-
Sub total	18,580	-	-	18,580	-
A4 Asset and investment purchases, (see table)					
Events	200	-	-	200	-
	-	-	-	-	-
Sub total	200	-	-	200	-
Total payments	18,780	-	-	18,780	-
Net of receipts/(payments)	3,187	-	-	3,187	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	3,187	-	-	3,187	-

Section B Statement of assets and liabilities at the end of the period				
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		-	-	-
		-	-	-
		-	-	-
	Total cash funds	-	-	-
(agree balances with receipts and payments account(s))				

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
	operation costs in bank	75,741	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	contingency fund	20000	-	-
	reserves	30000	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

6.1.1 Approval of the Board of Trustees

The Trustees declare that they have approved the above Annual Report & Statement of Financial Activity.

Signed on behalf of the Trustees

Jon Audain (Chair)

Date: 26/1/21

6.2 Notes to the Accounts

a) Accounting Policies

The financial statements have been prepared in accordance with the Charities Act 2011 Section 133, using the Receipts and Payments basis available to small charities and the charity's own Simple Accounts Spreadsheet.

b) Reimbursement of Out-of-Pocket Expenses

Out-of-pocket expenses incurred necessarily, reasonably and incidentally in the course the charity's activities are reimbursed at cost.

No Trustees received any reimbursement of out-of-pocket expenses in the financial year.

c) Salaries & Professional Fees

No trustee receives any payments for the services they provide to the charity.

In the current financial year the charity employed no staff or external contractors;

d) Fixed Assets

The charity has not purchased or disposed of any fixed assets in the current financial year;

e) Creditors & Debtors

Cheques for goods or services purchased, or invoices for goods or services delivered, which are issued prior to the end of the financial year but not appearing in the end of financial year bank statement are reported as outstanding creditors or debtors respectively.

f) Rounding Discrepancies

All amounts are recorded to the penny, but in these accounts are shown as digitally rounded to the nearest pound. This can occasionally result in a total apparently not being the sum of its constituent amounts. All individual amounts, and their totals, are nevertheless correct.