

Charity no. 1190848

**United Kingdom Literacy Association
Report and Unaudited Financial
Statements**

31 March 2024

United Kingdom Literacy Association

Reference and administrative details

For the year ended 31 March 2024

Charity number	1190848
Registered office and operational address	c/o Voluntary Action Leicestershire 9 Newarke Street Leicester LE1 5SN
Trustees	<div>Dr Roger Duncan McDonald</div> <div>Dr Navan Nadrajan Govender</div> <div>Prof Candice Satchwell</div> <div>Dr Lucy Jane Rodriguez Leon</div> <div>Dr Karen Dianne Daniels</div> <div>Prof Debra Ann Myhill</div> <div>Jo Tregenza</div> <div>Janet Olive Alexandra Douglas Gardner MA</div> <div>Margaret Elizabeth Broad</div> <div>Prof Teresa Mary Cremin</div> <div>Christine Mary Lockwood</div> <div>Dr Clare Adele Dowdall</div> <div>Joy Elizabeth Court</div> <div>Lynda Jennifer Graham MA</div> <div>David Glyn Reedy</div> <div>Prof Colin Harrison</div> <div>Rebecca Simpson-Hargreaves</div>
Director	Prof Debra Ann Myhill
Bankers	<div>CAF Bank</div> <div>25 Kings Hill Avenue</div> <div>Kings Hill</div> <div>West Malling</div> <div>Kent</div> <div>ME194JQ</div> <div>Teachers Building Society</div> <div>Allenview House</div> <div>Hanham Road</div> <div>Wimborne</div> <div>Dorset</div> <div>BH21 1AG</div> <div>Charity Bank</div> <div>Fosse House</div> <div>182 High Street</div> <div>Tonbridge</div> <div>TN9 1BE</div>
Independent examiners	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

United Kingdom Literacy Association

Report of the trustees

For the year ended 31 March 2024

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

The Trustees present their report and financial statements for the year ended 31 March 2024.

Objectives and activities

The United Kingdom Literacy Association (UKLA) is the UK's leading association dedicated to literacy in education and brings together teachers, teacher educators, researchers and many others working in literacy education for all ages. The sole object of the United Kingdom Literacy Association is to advance education in literacy, and its principal activity during the year has been to encourage progress in language and literacy at all levels.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake. The Association's activities fall into three main areas:

- Membership, subscriptions and awards;
- Conferences; and
- Publications and research.

How our activities deliver public benefit

The sole objective of UKLA is the advancement of education in literacy. It achieves this by:

- Creating a supportive community for those working in literacy, language and communication;
- Championing, supporting and providing access to the latest research for use by academics, practitioners and policymakers; and
- Providing an informed national voice.

Impact: UKLA's performance and achievements throughout 2023 – 2024

During the 2023 – 2024 financial year, UKLA has engaged in a broad range of activities to exchange ideas, disseminate research, debate possibilities, and share expertise to advocate for a fulfilling and empowering approach to literacy education. The following report offers a summary of UKLA's activities and achievements.

1. UKLA Publications: journals, books and web resources

UKLA's publications continue to play a key role in supporting members in schools, universities and other educational settings through disseminating research findings as well as practical, principled approaches for use in teaching at all levels.

United Kingdom Literacy Association

Report of the trustees

For the year ended 31 March 2024

- **Literacy** and **Journal of Research in Reading** are UKLA's peer-reviewed journals. Both attract an international authorship and readership and make important contributions to global discussions of contemporary issues in literacy research;
- **English 4-11** is jointly produced by the English Association and UKLA and is free to members. This print publication focuses primarily on practice in early years and primary schools. Many contributors are classroom teachers, educational consultants or teacher educators;
- **UKLA Voices** – the association's electronic newsletter, provides a forum for members to share aspects of their work that will be of interest to other members; and
- **Minibooks** - UKLA's latest 'Minibook' was published in 2024, 'More than Talk: Teaching Dialogue to build learning communities, by Fiona Maine.

2. Conferences

UKLA's highly regarded conferences play a key part in bringing members and non-members together, facilitating networking as well as promoting the dissemination of cutting-edge research and offering more practical workshops.

- **UKLA's 58th International Conference** was held in Exeter in July 2023, attracting 217 delegates;
- **The National Conference**, Promoting Inclusion and Belonging in Literacy was held online in March 2024; and
- **The annual joint UKLA / NEU conference**, 'Teaching Reading in Primary Classrooms' was held in London in May 2023.

3. Supporting and disseminating research

UKLA has a robust and vibrant research profile. In furtherance of its core aim to advance education in literacy, UKLA seeks to inform educational professionals and policymakers at all levels by supporting and disseminating cutting edge research. UKLA's stringent criteria ensures that only research of high quality is promoted. Activities include:

- **Small Research Grants** - three new projects were awarded funding in 2023, which will explore a range of important studies on the uses of literacy in education and in everyday life. All grants are awarded with the aim to advance literacy education and to enhance experiences of learners, particularly those from marginalised groups;
- **Research Dissemination** - previous grantees disseminate their project findings by presenting at the International Conference and publishing in UKLA's journals; and
- **Post Graduate Student Research Network** provides a supportive space for Master's and Doctoral students to discuss aspects of literacy education.

4. The UKLA awards programme

The UKLA awards programme showcases the work of schools and individual teachers whose practice inspires others, celebrates high quality books for both young people and educational professionals, and honours outstanding research papers. In 2023, the association's annual awards included:

- The Diversity and Inclusion – Awarded for good practice in teaching for Diversity and Inclusion;

United Kingdom Literacy Association

Report of the trustees

For the year ended 31 March 2024

- The UKLA Literacy School of the Year Award - for innovative practice that puts literacy and literature at the heart of learning;
- The 'Our Class Loves This Book' award celebrates a class's response to one of the books shortlisted for the UKLA Book Awards;
- The UKLA Book Awards, the only children's book awards judged by teachers;
- The UKLA Student Shadowing Award – open to teachers and students across the UK
- The Academic Book Award, for a book that makes a lasting, significant contribution to literacy education;
- The UKLA / Wiley Research in Literacy Education Award, for outstanding articles from UKLA's journals *Literacy* and the *Journal of Research in Reading*; and
- The UKLA Student Research Prize, in 2023 three prizes were awarded for outstanding dissertations, at Undergraduate, Masters, and Doctorate levels.

5. UKLA Special Interest Groups

During 2023 - 2024, eight Special Interest Groups (SIGs) allowed members who share enthusiasm for a specific topic to network with others in the UK and across the globe. UKLA SIGs comprise:

- The English in Initial Teacher Education SIG;
- The Early Years Literacy in Education SIG;
- The Literacy and Multilingualism SIG;
- The Storytelling SIG;
- The Critical Literacy SIG;
- The Teaching Writing SIG;
- The Everyday Literacies SIG; and
- Participatory Approaches in Literacy Research.

6. Teachers' Reading Groups (TRGs)

UKLA and the Open University continue their partnership aiming to build communities of readers, drawing on the OU/UKLA Teachers as Readers research. These groups provide free evidence-based CPD for school-based educators, in ways that will enrich their understanding of children's Reading for Pleasure and their knowledge about how to support it. During 2023 – 2024 there were over 100 teachers' reading groups across the UK and beyond.

7. The UKLA/OU Quality Mark

The new 'quality mark' programme is a UKLA / Open University partnership which supports schools to develop and enrich their Reading for Pleasure culture and practices. Schools are then awarded a silver, gold or platinum award. During the 2023 – 24 academic year, 25 schools are taking part in the programme.

8. Regional Representatives

UKLA's Regional Representatives continue their invaluable work as key members of UKLA, raising its profile and attracting new members in all countries of the UK. During 2023 – 2024 Regional Reps have continued to host **#UKLAchats** on Twitter, attracting a wide range of audiences each month.

United Kingdom Literacy Association

Report of the trustees

For the year ended 31 March 2024

International links

UKLA continues to be strongly represented at Federation of European Literacy Associations meetings in Europe, which provide opportunities to discuss research and policy with international colleagues. The work of the Association is also promoted through the International Ambassador Scheme. The International Sub-Committee is responsible for Project Connect, which supports two literacy charities: the Donkey Library in Ethiopia and the Children's Book Project in Zanzibar.

9. Providing an informed national voice

UKLA continues to work energetically to influence UK education policy. The association is represented on a number of expert groups and maintains close links with other subject associations. Collegiate relationships with academic institutions are also important and have led to some productive partnerships.

10. Financial Review

As summarised in the preceding section, during 2023 – 2024 UKLA has continued to undertake a wide range of activities to further its objective of advancing education in literacy; these activities are facilitated by the outcomes of financial decisions made by trustees.

Income summary

UKLA's total income for the year was above budget at £236,024.

Key income includes royalties from UKLA journals **£67,277**. Income from membership subscriptions (including gift aid), **£51,183**. Sponsorship income for the book awards and conference generated **£15,545**. The sale of UKLA publications (Books and eBooks) generated **£3,663**. The UKLA / OU Quality Mark scheme generated **£27,992**, however, all profits will be shared with The Open University at the end of the 2023-24 academic year. Tickets sales for the International Conference generated **£61,762**.

Expenditure summary

UKLA's total expenditure for the year was **£182,903**.

This includes journal and magazine production costs of **£9,172**, Staffing costs (including contracted-in bookkeeping and payroll support) of **£69,062**, and office accommodation and website costs of **£12,953**. Research grants to the sum of **£7,825** were awarded by the association, and International Conference expenditure (including associated awards costs) was **£51,696**.

Total net assets

The association's total net assets as of 31st March 2024 are valued at **£351,431**. **£3,828** of this total is restricted, and hence ring-fenced for use in supporting Project Connect literacy-promoting activities.

11. Governance:

The Trustees of the Association consider the overall performance of the charity for the year 2023/24 to be very good and take the view that the Charity's activities continue to represent excellent value for money.

United Kingdom Literacy Association

Report of the trustees

For the year ended 31 March 2024

Looking Ahead

Looking forward to the year ahead, the trustees are optimistic that UKLA activity will continue to grow. Royalties from UKLA's journals are expected to remain consistent. There has been a high level of interest in the UKLA / OU quality mark scheme with a new cohort of schools registered to begin the programme in September. Membership numbers are expected to remain consistent or grow slightly, and the 2024 International Conference at Brighton is expected to be well attended. The trustees have agreed a deficit budget for the 2024-2025 financial year, drawing on reserves to ensure UKLA continues to provide an informed and influential voice in literacy education. The trustees are aware that UKLA is holding greater reserve funds than is necessary, and will explore new initiatives and projects in Autumn 2024.

In summary, UKLA remains in a strong position to inform the debate and continues to play an important part in multi-partner initiatives set up to influence education policy as well as practice.

Risk

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operation and finance of the charity and are satisfied that systems are in place to mitigate exposure to the major risks of normal times. Financial monitoring will enable the trustees to review UKLA's finances throughout 2024-25.

No government grants have been applied for.

Reserves policy

UKLA understands the need to maintain an adequate level of reserves to deal with circumstances such as:

- The unlikely event of the charity being wound up;
- Gaps in budget targets causing temporary cash deficits (e.g., an income source being withdrawn or reduced);
- A short-term (single financial year) deficit budget; and
- An increase in operating costs, unforeseen operating costs or an urgent need for funds for a specific purpose (e.g., inflation, temporary staff to cover a long-term sick absence).

To mitigate for the above circumstances, the Trustees have established a policy whereby:

- The charity's free reserves (defined as unrestricted funds, excluding designated funds and amounts held in fixed assets) should be equivalent to annual expenditure, excluding conference costs, grants and awards. At current levels, this is calculated to be £100,000. This is not expected to happen in the foreseeable future; however, this level of free reserves would allow the charity to be wound up in a controlled and responsible way should the need arise; and
- In addition, the Trustees consider it prudent for the charity to hold an additional £20,000 in reserves to mitigate for budget deficits and unforeseen increased operational costs. At this level, the current activities of the charity should be sustainable.

At the year end date the free reserves of the charity were £342,529 and the charity has plans in place to spend down the excess level of reserves held above the reserves policy level.

United Kingdom Literacy Association

Report of the trustees

For the year ended 31 March 2024

To this end, the Trustees have invested some funds in a fixed term deposit post year end as a 'long term reserve'. While UKLA seeks to maximise interest payable on these funds, this needs to be balanced with ready accessibility.

Statement of responsibilities of the trustees

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and 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 charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements 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 accounting estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice 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 charity will continue in operation.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Independent examiners

Godfrey Wilson Limited were re-appointed as independent examiners to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 6 July 2024 and signed on their behalf by

Debra Myhill

Professor Debra Ann Myhill - Chair

Independent examiner's report

To the trustees of

United Kingdom Literacy Association

I report to the trustees on my examination of the accounts of United Kingdom Literacy Association (the CIO) for the year ended 31 March 2024, which are set out on pages 9 to 22.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO'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

Godfrey Wilson Limited also provides payroll and bookkeeping services to the CIO. I confirm that as a member of the ICAEW I am subject to the FRC's Revised Ethical Standard 2016, which I have applied with respect to this engagement.

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:

- (1) accounting records were not kept in respect of the CIO as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (3) 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 an 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.

Alison Godfrey

Date: 8 July 2024

Alison Godfrey FCA
Member of the ICAEW

For and on behalf of:

Godfrey Wilson Limited

Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

United Kingdom Literacy Association

Statement of financial activities

For the year ended 31 March 2024

	Note	Restricted £	Unrestricted £	2024 Total £	2023 Total £
Income from:					
Donations	3	3,286	71	3,357	1,314
Charitable activities	4	-	229,423	229,423	188,907
Investments		-	3,244	3,244	1,481
Total income		<u>3,286</u>	<u>232,738</u>	<u>236,024</u>	<u>191,702</u>
Expenditure on:					
Charitable activities		<u>500</u>	<u>182,403</u>	<u>182,903</u>	<u>182,201</u>
Total expenditure	6	<u>500</u>	<u>182,403</u>	<u>182,903</u>	<u>182,201</u>
Net movement in funds	7	<u>2,786</u>	<u>50,335</u>	<u>53,121</u>	<u>9,501</u>
Reconciliation of funds:					
Total funds brought forward		<u>1,042</u>	<u>297,268</u>	<u>298,310</u>	<u>288,809</u>
Total funds carried forward		<u><u>3,828</u></u>	<u><u>347,603</u></u>	<u><u>351,431</u></u>	<u><u>298,310</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 17 to the accounts.

United Kingdom Literacy Association

Balance sheet

As at 31 March 2024

	Note	£	2024 £	2023 £
Fixed assets				
Tangible assets	10		836	1,606
Intangible assets	11		<u>4,238</u>	<u>6,358</u>
			5,074	7,964
Current assets				
Stocks	12	7,642		9,869
Debtors	13	93,569		80,710
Cash at bank and in hand		<u>290,855</u>		<u>228,885</u>
		392,066		319,464
Liabilities				
Creditors: amounts falling due within 1 year	14	<u>45,709</u>		<u>29,118</u>
Net current assets			<u>346,357</u>	<u>290,346</u>
Net assets	16		<u>351,431</u>	<u>298,310</u>
Funds	17			
Restricted funds			3,828	1,042
Unrestricted funds				
General funds			<u>347,603</u>	<u>297,268</u>
Total charity funds			<u>351,431</u>	<u>298,310</u>

Approved by the trustees on 6 July 2024 and signed on their behalf by

Debra Myhill

Professor Debra Ann Myhill - Chair

United Kingdom Literacy Association

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

United Kingdom Literacy Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of provision of conferences, events or memberships is deferred until criteria for income recognition are met.

d) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

e) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

United Kingdom Literacy Association

Notes to the financial statements

For the year ended 31 March 2024

f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

g) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. Support and governance costs have been allocated to charitable activities in full as the charity does not carry out any fundraising activities.

h) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Office Equipment	3 years straight line
------------------	-----------------------

i) Intangible fixed assets

Amortisation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The amortisation rate in use are as follows:

Intangible assets	3 years straight line
-------------------	-----------------------

j) Stock

Stock is included at the lower of cost or net realisable value.

k) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

l) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

m) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

United Kingdom Literacy Association

Notes to the financial statements

For the year ended 31 March 2024

n) 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 with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

o) Pension costs

The charity operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

p) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are depreciation and amortisation as described in notes h and i above.

United Kingdom Literacy Association

Notes to the financial statements

For the year ended 31 March 2024

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2023 Total £
Income from:			
Donations	1,314	-	1,314
Charitable activities	-	188,907	188,907
Investments	-	1,481	1,481
Total income	1,314	190,388	191,702
Expenditure on:			
Charitable activities	500	181,701	182,201
Total expenditure	500	181,701	182,201
Net income and net movement in funds	814	8,687	9,501

3. Income from donations

	Restricted £	Unrestricted £	2024 Total £
Donations	3,286	71	3,357
Prior period comparative:			
	Restricted £	Unrestricted £	2023 Total £
Donations	1,314	-	1,314

United Kingdom Literacy Association

Notes to the financial statements

For the year ended 31 March 2024

4. Income from charitable activities

	Restricted £	Unrestricted £	2024 Total £
Conferences	-	61,762	61,762
Awards	-	15,545	15,545
Publications	-	70,941	70,941
Training	-	27,992	27,992
Subscriptions	-	53,183	53,183
Total income from charitable activities	-	229,423	229,423
Prior period comparative:			2023 Total £
	Restricted £	Unrestricted £	
Conferences	-	59,825	59,825
Awards	-	9,500	9,500
Publications	-	71,035	71,035
Training	-	150	150
Subscriptions	-	48,397	48,397
Total income from charitable activities	-	188,907	188,907

5. Government grants

The charity does not receive any government grants.

United Kingdom Literacy Association

Notes to the financial statements

For the year ended 31 March 2024

6. Total expenditure

	Charitable activities £	Support and governance £	2024 Total £
Staff costs (note 8)	12,071	56,991	69,062
Office and website costs	-	23,990	23,990
Bank charges	-	5,546	5,546
IE and accountancy fees	-	8,738	8,738
Consultancy	-	1,565	1,565
Depreciation	-	2,025	2,025
Amortisation	-	2,120	2,120
Grants	7,825	-	7,825
Awards	1,164	-	1,164
Publishing expenses	9,172	-	9,172
Conference expenses	51,696	-	51,696
Sub-total	81,928	100,975	182,903
Allocation of support and governance costs	100,975	(100,975)	-
Total expenditure	182,903	-	182,903

Total governance costs were £4,078 (2023: £3,197)

Grants and awards are paid to individuals in line with the charity's objects.

Prior year comparative

	Charitable activities £	Support and governance £	2023 Total £
Staff costs (note 8)	11,655	47,983	59,638
Office and website costs	-	12,953	12,953
Committee expenses	-	1,157	1,157
Bank charges	-	2,917	2,917
IE and accountancy fees	-	6,960	6,960
Depreciation	-	1,607	1,607
Grants	9,273	-	9,273
Subscriptions expenses	16,813	-	16,813
Publishing expenses	18,172	-	18,172
Conference expenses	52,711	-	52,711
Sub-total	108,624	73,577	182,201
Allocation of support and governance costs	73,577	(73,577)	-
Total expenditure	182,201	-	182,201

United Kingdom Literacy Association

Notes to the financial statements

For the year ended 31 March 2024

7. Net movement in funds

This is stated after charging:

	2024 £	2023 £
Amortisation	2,120	Nil
Depreciation	2,025	1,607
Trustees' remuneration	250	Nil
Trustees' reimbursed expenses	978	606
Independent examiner's remuneration:		
▪ Independent examination (excluding VAT)	1,800	1,700
▪ Payroll	-	65

Trustees' reimbursed expenses composed of travel and accommodation expenses for 14 trustees in the year (2023: 11 trustees). Details of trustee remuneration are included in note 18 to the accounts.

8. Staff costs and numbers

Staff costs were as follows:

	2024 £	2023 £
Salaries and wages	67,920	57,753
Social security costs	-	36
Pension costs	1,142	1,849
	<u>69,062</u>	<u>59,638</u>

No employee earned more than £60,000 during the year or prior year.

The key management personnel of the charity comprise the trustees and the Director. The total employee benefits of the key management personnel were £30,177 (2023: £34,636).

	2024 No.	2023 No.
Average head count	<u>3.92</u>	<u>3.42</u>

9. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

United Kingdom Literacy Association

Notes to the financial statements

For the year ended 31 March 2024

10. Tangible fixed assets

	Office equipment £
Cost	
At 1 April 2023	4,819
Additions in year	<u>1,255</u>
At 31 March 2024	<u>6,074</u>
Depreciation	
At 1 April 2023	3,213
Charge for the year	<u>2,025</u>
At 31 March 2024	<u>5,238</u>
Net book value	
At 31 March 2024	<u><u>836</u></u>
At 31 March 2023	<u><u>1,606</u></u>

11. Intangible fixed assets

	Software £
Cost	
At 1 April 2023	6,358
Additions in year	<u>-</u>
At 31 March 2024	<u>6,358</u>
Amortisation	
At 1 April 2023	-
Charge for the year	<u>2,120</u>
At 31 March 2024	<u>2,120</u>
Net book value	
At 31 March 2024	<u><u>4,238</u></u>
At 31 March 2023	<u><u>6,358</u></u>

United Kingdom Literacy Association

Notes to the financial statements

For the year ended 31 March 2024

12. Stock

	2024 £	2023 £
Books and publications	<u>7,642</u>	<u>9,869</u>

13. Debtors

	2024 £	2023 £
Trade debtors	6,760	1,536
Gift Aid receivable	15,589	11,232
Other debtors	67,272	64,781
Prepayments	<u>3,948</u>	<u>3,161</u>
	<u>93,569</u>	<u>80,710</u>

14. Creditors : amounts due within 1 year

	2024 £	2023 £
Trade creditors	3,375	3,199
Other taxation and social security	2,221	1,756
Accruals	2,719	2,656
Deferred income	<u>37,394</u>	<u>21,507</u>
	<u>45,709</u>	<u>29,118</u>

15. Deferred income

	2024 £	2023 £
At 1 April 2023	21,507	17,068
Deferred during the year	37,394	21,507
Released during the year	<u>(21,507)</u>	<u>(17,068)</u>
At 31 March 2024	<u>37,394</u>	<u>21,507</u>

Deferred income relates to advance ticket sales, sponsorship income and membership subscriptions.

United Kingdom Literacy Association

Notes to the financial statements

For the year ended 31 March 2024

16. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	836	836
Intangible fixed assets	-	-	4,238	4,238
Current assets	3,828	-	388,238	392,066
Current liabilities	-	-	(45,709)	(45,709)
Net assets at 31 March 2024	3,828	-	347,603	351,431
Prior year comparative				
	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	1,606	1,606
Intangible fixed assets	-	-	6,358	6,358
Current assets	1,042	-	318,422	319,464
Current liabilities	-	-	(29,118)	(29,118)
Net assets at 31 March 2023	1,042	-	297,268	298,310

United Kingdom Literacy Association

Notes to the financial statements

For the year ended 31 March 2024

17. Movements in funds

	At 1 April 2023 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2024 £
Restricted funds					
Project connect	1,042	3,286	(500)	-	3,828
Total restricted funds	1,042	3,286	(500)	-	3,828
Unrestricted funds					
General funds	297,268	232,738	(182,403)	-	347,603
Total unrestricted funds	297,268	232,738	(182,403)	-	347,603
Total funds	298,310	236,024	(182,903)	-	351,431

Purposes of restricted funds

Project connect

UKLA's Project connect supports two literacy charities: the Donkey Library in Ethiopia and the Children's Book Project in Zanzibar. The aim of the project is to help spread an engaged committed and critical literacy in the developing world.

United Kingdom Literacy Association

Notes to the financial statements

For the year ended 31 March 2024

17. Movements in funds (continued)

Prior year comparative

	At 1 April 2022 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2023 £
Restricted funds					
Project connect	228	1,314	(500)	-	1,042
Total restricted funds	228	1,314	(500)	-	1,042
Unrestricted funds					
<i>Designated funds:</i>					
Closure costs	142,213	-	-	(142,213)	-
Total designated funds	142,213	-	-	(142,213)	-
General funds	146,368	190,388	(181,701)	142,213	297,268
Total unrestricted funds	288,581	190,388	(181,701)	-	297,268
Total funds	288,809	191,702	(182,201)	-	298,310

18. Related party transactions

J Court, a trustee, was paid a £250 honararium payment for work completed on the book awards, per note 7.

There were no related party transactions in the prior year.