

Charity Registration No: 1194155
Company Registration No: 02882510

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Report and Accounts

For the year ended 30th September 2022

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Report and Accounts Contents

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E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Company Information

Directors / Trustees

Shamim Khan (Chair)
Wayne Swallow (Director)
Giorgios Vournas (Director)

Secretary

Farkanda Neam

Accountants

Charterfields (Huddersfield) Ltd
225 Bradford Road
Fartown
Huddersfield
HD1 6EW

Bankers

Yorkshire Bank PLC
14 Broadway
Bradford
BD1 1EZ

Registered office

69 Godwin Street
Bradford
BD1 2SH

Company Registration No.

02882510

Charity Registration No.

1194155

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Charity Registration No. 1194155
Company Registration No. 02882510
Trustees Annual Report

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position
Shamim Khan	Chair
Wayne Swallow	Director
Georgios Vournas	Director

Charity number 1194155 (Registered in England and Wales)

The charity is a company limited by guarantee and was formed on 21 December 1993. It is governed by a memorandum and articles of association, as adopted in April 2021. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

Method of recruitment and appointment of trustees

Membership is open to other individuals or organisations who: (a) apply to the charity in the form required by the directors; and (b) are approved by the directors. (3) (a) The directors may only refuse an application for membership if, acting reasonably and properly, they consider it to be in the best interests of the charity to refuse the application. (b) The directors must inform the applicant in writing of the reasons for the refusal within twenty-one days of the decision. (c) The directors must consider any written representations the applicant may make about the decision. The directors' decision following any written representations must be notified to the applicant in writing but shall be final.

EASA Trustees' report from October 2021 for the year ended 30 Sept 2022

Objectives and activities

The charity's objects

For the advancement of public benefit to advance the education of the public by providing learning, training, and employment skills and other such services which develop the public's capabilities, competencies, skills and understanding in subject of educational value. To work in partnership to deliver our services. To develop programs that advance the education of the public. The area of benefit is defined as Yorkshire and Humber and any other area(s) in the UK as the trustees may determine.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education.

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Charity Registration No. 1194155

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Trustees Annual Report (continued)

Achievements and performance

We continued to deliver our main projects funded by:

Leeds City Council -Stronger Families program supporting parents to move closer to employment by offering programs that aim to develop employability, digital and English language skills. We worked in partnership under this program to provide our specialist services to parents across Leeds and Bradford.

National Lottery Reaching Communities – Voices for Choices, supporting refugee and asylum-seeking families with children under the age of 16, to improve their English Language skills and improve their emotional well-being and resilience. We took referral into this program from local organisations such as the Red Cross, Salvation Army and Refugee Council.

Education Development Trust, National Careers Service – To deliver Information Advice and Guidance services relating to employment and learning to individuals over the age of 19, to support them move closer to learning and employment.

Good Things Foundation, UK Online Centres, multiple digital skills contract – BT Expert by Experience, Census, YBS Digital Skills, Make it Click, Digital Inclusion, to deliver digital skills programs to adults over the age of 18, that develop digital skills safety and/or digital employability skills or those who are low digital skilled and/or from BAME backgrounds, have health issues or disabilities or learning difficulties, parents and/or unemployed, on low incomes and the elderly at risk of isolation.

National Lottery Awards for All, to deliver multi-faceted workshops and 1-2-1 interventions to help inform, teach, empower, and protect BAME communities and prepare and equip them for the uncertainties in a post-pandemic world via safe means (such as videoconferencing and online platforms) including, signposting to support organisations and services in relation to employment, job-search and education, coronavirus health advice, awareness of home-schooling, mental wellbeing for children and young people, mental health, depression and anxiety awareness, using online platforms and videoconferencing to communicate safely

Funding Applications.

All this work continued, in spite of Covid-19.

We are always optimistic about the future of EASA and have complete faith in our continued efforts in playing our part in the much-needed services to our local communities, particularly to the locally and national defined priority groups such as those individuals on low income, lone parents, adults unemployed more than 12 months, adults with health issues or disabilities, adults with special educational needs, carers, adults who are low skilled and hold below level 2 qualifications, those from black and ethnic minorities, new communities, over 55's and ex-offenders.

EASA Chair

As chair of EASA, I would like to thank all of our current and former Staff, Board Members, Partners and other Stakeholders, for their dedication, commitment and support over the last 18 months.

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Charity Registration No. 1194155

Company Registration No. 02882510

Trustees Annual Report (continued)

Financial review

The trustees have undertaken an appraisal of the funding position and have prepared budgets for the 2022/23 financial year. Based on this work the trustees have considered the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

In April 2022, the trustees agreed to extend the accounting period to the end of September 22 to ensure a 12 month period for accounts and not a 6 months period of accounts (previous year accounts reflected 18 months extended accounts).

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year.

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 UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006.

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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees:

Signed.....*S. Khan*..... (Trustee)

Name.....*S. KHAN*.....

**E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)
Accountants' Report**

**Report to the Trustees on the preparation of the unaudited statutory accounts of E.A.S.A.
(Education Advice Services For Adults) for the year ended 30th September 2022.**

I report on the accounts for the year ended 30th September 2022, which are set out on pages 6 to 9.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144 (2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145 (5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with those records and to comply with the accounting requirements of the 2011 Act

have not been met, or

2. to which in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Charterfields (Huddersfield) Ltd
Chartered Certified Accountants
225 Bradford Road
Fartown
Huddersfield
HD1 6EW

13th January 2023

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Profit and Loss Account for the year ended 30th September 2022

	Notes	<u>Restricted</u>	<u>Unrestricted</u>	<u>2022</u>	<u>2021</u>
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Turnover		18,999	156,503	175,502	309,494
Direct Costs		(6,751)	(32,591)	(39,342)	(47,001)
Surplus		<u>12,248</u>	<u>123,912</u>	<u>136,160</u>	<u>262,493</u>
Administrative expenses		(13,266)	(134,291)	(147,557)	(206,694)
Operation Surplus/Deficit	2	<u>(1,018)</u>	<u>(10,379)</u>	<u>(11,397)</u>	<u>55,799</u>
Surplus/Deficit on ordinary activities before taxation		<u>(1,018)</u>	<u>(10,379)</u>	<u>(11,397)</u>	<u>55,799</u>
Tax on profit on ordinary activities		-	-	-	-
Surplus/Deficit for the financial period		<u>(1,018)</u>	<u>(10,379)</u>	<u>(11,397)</u>	<u>55,799</u>

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Balance Sheet as at 30th September 2022

	Notes	2022 £	2021 £
Fixed assets			
Tangible assets	3	5,849	7,311
Current assets			
Debtors	4	22,779	747
Cash at bank and in hand		48,155	80,122
		<u>70,934</u>	<u>80,869</u>
Creditors: amounts falling due within one year	5	(750)	(750)
Net current assets		<u>70,184</u>	<u>80,119</u>
Net assets		<u>76,033</u>	<u>87,430</u>
Capital and reserves			
Profit and loss account	6	76,033	87,430
Members' funds		<u>76,033</u>	<u>87,430</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

Members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

S. Khan

Shamim Khan (Chair)

Approved by the board on 13th January 2023

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Notes to the Accounts for the year ended 30th September 2022

1 Accounting policies

Basis of preparation

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Income

Income represents the grants received and invoices raised by the company for the provision of advancing the education of the general public

Expenditure

Expenditure is accounted for on an accrual basis.

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Computer equipment	20% Reducing balance
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Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term

2 Operating profit

	2022 £	2021 £
This is stated after charging:		
Depreciation of owned fixed assets	<u>1,462</u>	<u>3,133</u>

3 Tangible fixed assets

	Plant and machinery etc £
Cost	
At 1 October 2021	12,902
Additions	-
At 30 September 2022	<u>12,902</u>
Depreciation	
At 1 October 2021	5,591
Charge for the period	<u>1,462</u>
At 30 September 2022	<u>7,053</u>
Net book value	
At 30 September 2022	<u>5,849</u>
At 30 September 2021	<u>7,311</u>

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Notes to the Accounts for the year ended 30th September 2022

4 Debtors	2022	2021
	£	£
Grants due	22,032	
Trade debtors/prepayments	747	747
	<u>22,779</u>	<u>747</u>
5 Creditors: amounts falling due within one year	2022	2021
	£	£
Accruals	750	750
	<u>750</u>	<u>750</u>
6 Profit and loss account	2022	
	£	
At 30 September 2021	87,430	
Profit for the period	(11,397)	
	<u>76,033</u>	
At 30 September 2022		

7 Company Limited By Guarantee

Education Advice Services for Adults is a company limited by guarantee and accordingly does not have share capital. The members of the company are the directors/trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member

8 Transactions with trustees:

None of the trustees, nor any person associated with them has received or due to receive any remuneration for the period, either directly or indirectly from the charity's funds or for the previous year.

9 Movement in funds	At 30-09-2021	Net	At 30-09-2022
	£	£	£
Restricted funds	10,721	(1,018)	9,703
General funds	<u>76,709</u>	<u>(10,379)</u>	<u>66,330</u>
	<u>87,430</u>	<u>(11,397)</u>	<u>76,033</u>

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Schedule to the Profit and Loss Account for the period ended 30th September 2022

for the information of the directors only

	<u>Restricted</u>	<u>Unrestricted</u>	2022	2021
	£	£	£	£
Sales				
Government Grants	18,999	25,960	44,959	20,170
Other income	-	130,543	130,543	245,929
Lottery	-	-	-	43,395
	<u>18,999</u>	<u>156,503</u>	<u>175,502</u>	<u>309,494</u>
Cost of sales				
Subcontractor costs	400	4,900	5,300	9,848
Programme delivery	6,351	27,691	34,042	37,153
	<u>6,751</u>	<u>32,591</u>	<u>39,342</u>	<u>47,001</u>
Administrative expenses				
Employee costs:				
Wages and salaries	11,216	106,005	117,221	164,149
Pension	-	1,965	1,965	2,899
Staff training and welfare	1,500	1,502	3,002	4,702
Travel and subsistence	-	4,334	4,334	6,809
	<u>12,716</u>	<u>113,806</u>	<u>126,522</u>	<u>178,559</u>
Premises costs:				
Rent	-	5,006	5,006	8,412
Light and heat	-	706	706	570
	<u>-</u>	<u>5,712</u>	<u>5,712</u>	<u>8,982</u>
General administrative expenses:				
Management fee	550	-	550	-
Telephone and fax	-	773	773	1,215
Stationery and printing	-	1,360	1,360	2,462
Subscriptions	-	35	35	35
Bank charges	-	414	414	499
Insurance	-	1,226	1,226	1,535
Repairs and maintenance	-	6,535	6,535	5,371
Depreciation	-	1,462	1,462	3,133
Sundry expenses	-	788	788	1,229
	<u>550</u>	<u>12,593</u>	<u>13,143</u>	<u>15,479</u>
Legal and professional costs:				
Accountancy fees	-	750	750	750
Management committee	-	-	-	-
Book-keeping and payroll costs	-	1,430	1,430	2,924
	<u>-</u>	<u>2,180</u>	<u>2,180</u>	<u>3,674</u>
	<u>20,017</u>	<u>166,882</u>	<u>186,899</u>	<u>253,695</u>