



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	21	November	2024		31	August	2025

## Section A Reference and administration details

<b>Charity name</b>	Cheltenham Education Partnership
<b>Other names charity is known by</b>	CEP
<b>Registered charity number (if any)</b>	1211050
<b>Charity's principal address</b>	Veale Wasbrough Vizards LLP Narrow Quay House Narrow Quay, Bristol <b>Postcode</b> BS1 4QA

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	James Richardson	Trustee	23 January 2025 – Present	
2	Madeline Richards	Trustee	23 January 2025 – Present	
3	Joanne Matthews FCA	Trustee/Treasurer	23 January 2025 - present	
4	Jeremey Niblett M.A	Trustee	23 January 2025 – present	
5	Harriet Baynham Williams	Trustee/Chair (from April 2026)	23 January 2025 – present	
6	Dr Graham Parton	Trustee	23 January – present	
7	Kay Rackcliff	Trustee	23 January 2025 – resigned 31 March 2026	
8	Areti Bazor	Trustee	26 March 2026 – present	
9	Adam Dunning	Trustee/Chair	23 January 2025 – resigned 31 March 2026	
10	David Evans	Trustee/Vice Chair	23 January – present	
11	Alwyn Richards	Trustee	23 January 2025 – resigned 31 March 2026	
12	James Copeland-Jordan	Trustee	26 March 2026 – present	
13				
14				
15				
16				
17				
18				
19				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
n/a	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Legal	VWV	Veale Wasbrough Vizards LLP

Name of chief executive or names of senior staff members (Optional information)

Section B

Structure, governance and management

Description of the charity’s trusts

Type of governing document (eg. trust deed, constitution)	Foundation model Constitution (drafted by VWV – advisors)
How the charity is constituted (eg. trust, association, company)	CIO - FOUNDATION Registered 21 Nov 2024
Trustee selection methods (eg. appointed by, elected by)	Apart from the first charity trustees, every charity trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

Additional governance issues (Optional information)

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity’s organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees’ consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>The Cheltenham Education Partnership (CEP) brings together schools from both the state and independent sectors, alongside local organisations and charities, to create a unique and collaborative educational community in Cheltenham. Founded to expand horizons and enrich opportunities for young people, the CEP works to ensure that students can realise their full potential, regardless of background.</p> <p>Through a dynamic programme of events, student-led initiatives, and professional development for educators, the CEP promotes shared learning, mutual respect and meaningful connections across education and the wider community.</p> <p>To ensure the Charity acts in the best interest of all its beneficiaries and stakeholders the number of trustees and range are specified as follows:</p> <p>There must not be less than five nor more than ten charity trustees, including:</p> <ol style="list-style-type: none"> <li>1. one charity trustee from the Tertiary Sector;</li> <li>2. two charity trustees from the State Secondary Sector; and</li> <li>3. two charity trustees from the Independent Secondary Sector.</li> </ol> <p>The overall aims and activities of the CEP are also informed and guided</p>
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by a Steering group consisting of the Heads of all our partner schools plus senior management at all our affiliated partner organisations. The group provides a forum for all stakeholders to voice their opinions on progress and future planning, as well as a forum for hearing town organisation initiatives of relevance to the partnership.

In addition, each school has two dedicated CEP Champions, these Champions are the heart of the partnership and make all our programmes happen. Together they form the Operations Group which provides vital feedback on activities and enables CEP to be successful. The charity also engages careers leads at all schools for activities related to employment and futures.

The CEP is primarily funded by independent and maintained school donations made to the charity at the start of the academic year (typically September). Wider funding is also actively sought through local and national government grants together with wider sources, including donations from corporate businesses.

The funds are then used to achieve the following aims:

- Ensure the best interests of young people are at the heart of education initiatives in Cheltenham.
- Provide outstanding educational opportunities for young people in Cheltenham.
- Reach out to all young people with potential regardless of social, economic or educational background.
- Provide stimulating professional development for teachers and update areas of knowledge, understanding, skills and attitudes.
- Promote mutual respect amongst education professionals and students across the state and independent sectors.
- Foster social cohesion in Cheltenham.
- Encourage links between schools, colleges, universities and other sectors such as the Cheltenham Festivals, Cheltenham Christian Arts Festival, The Cheltenham Trust and GCHQ for the education and benefit of all members of the community of Cheltenham.

The trustees are responsible for the identification and management of any risks faced by the CEP. The trustees review the CEP risk register at its regular meetings; the register identifies specific risks and their triggers as well as risk mitigation factors. This risk register is a dynamic document which is updated regularly.

To ensure robust governance, CEP has implemented the following key controls:

- Formal agendas for all Trustee meetings
- Comprehensive strategic planning and financial oversight of actual and budgets
- Clear lines of reporting – note; one employee
- Regular review of the programme of events
- Formal written policies and procedures (including those required by law);
- Clear authorisation and approval levels (e.g. financial controls);

As a small education charity with one employee, our approach must be proportionate, practical, and focused on the highest impact risks and with the following clear aims:

- Protects beneficiaries, staff, volunteers and trustees
- Uses charitable funds responsibly
- Complies with legal and regulatory requirements

- Maintains continuity of operations
- Safeguards its reputation

## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

The formal documented objects of the CIO, as set out in the governing document; are to advance in life and relieve needs of young people in (but not exclusively) the Cheltenham Borough Council and Gloucestershire County Council areas by:

1. providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals;
2. providing outstanding education opportunities for school-age pupils regardless of social, economic or educational background;
3. fostering the personal development and well-being of young people through formal and informal education;
4. promoting high standards of teaching and collaboration through professional development opportunities for teachers; and
5. promoting respect, cooperation and collaboration within the education sector and with other organisations in order to support the personal development of young people.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The CEP is an enabler organisation: that is, it will seek to encourage and support new initiatives within the agreed aims. It will develop and maintain:

- An annual programme of events for students from partner schools consisting of several series of workshops leading to a final showcase - Changemakers, Young Poets, Young Designers and Mars Rover Project; a weekly Latin GCSE offered to partner school pupils by one partner school; one-off events hosted by a partner school or by a stakeholder. This provide academic enrichment, skill development and pupil voice opportunities.
- A culture of expectation in partner organisations of co-operation: that, for the benefit of young people in Cheltenham, local educational initiatives should be shared, that action should be collaborative, and that decision-making in individual schools will foreground the Partnership's aims.
- Opportunities for professional development for education professionals in partner schools, within the scope of partnership activities.
- Openness to find new partners outside the educational sectors.
- Funding from appropriate sources.

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit. In determining the Charity's activities (via review of its programme of events) and priorities, the Trustees regularly review how public benefit is delivered and ensure that the Charity's resources are applied in a way that furthers its charitable purposes and provides demonstrable benefit to the public.

**Additional details of objectives and activities (Optional information)**

n/a

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

Cheltenham Education Partnership (CEP) was established in 2018, founded by Mr David Evans (formerly of Dean Close School) and Dr Adam Dunning (Cheltenham College). The founders identified significant potential in Cheltenham to develop a fair and equitable schools partnership, bringing together state and independent sector schools to collaborate for the benefit of all pupils across the town. Following extensive research and visits to similar initiatives nationally, a partnership model was developed to support shared learning, collaboration and educational enrichment.

Initially operating under the auspices of the University of Gloucestershire, CEP was incorporated as a registered UK charity on 21 November 2024. This reporting period therefore covers the period from incorporation to August 2025. During this time, the Charity made substantial progress in establishing strong governance arrangements. A Board of Trustees was appointed, and the Charity adopted the necessary policies and procedures to support effective governance, compliance and oversight.

Throughout the period, CEP continued to deliver a programme of events supported by school Champions and Trustees. The programme brought together pupils and educators from across the Cheltenham area through a wide range of talks, workshops and collaborative activities. These initiatives were designed to broaden horizons, raise aspirations and encourage shared learning, reflecting CEP's commitment to inclusion, partnership and educational excellence.

Following the end of the reporting period, the Charity recruited a CEP Manager. This appointment has enabled delivery of a full programme of events through to August 2026 and provides a strong foundation for the Partnership's continued development and expansion.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The trustees aim to hold sufficient resources to secure its long-term future.

The CEP manages its financial reserves to ensure stability, protect its charitable work, and meet legal responsibilities.

The charity has a policy which is in place to:

- Ensure financial resilience
- Protect against unexpected costs or income disruption
- Support planned future activity
- Demonstrate sound financial stewardship

As a small education charity with one employee, the trustees acknowledge that maintaining appropriate reserves is essential to ensure continuity and protect all the charities beneficiaries.

### Details of any funds materially in deficit

None in deficit – the charity has a surplus.

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

n/a


## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees



<b>Signature(s)</b>		
<b>Full name(s)</b>	Joanne Maree Matthews	
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	
<b>Date</b>	29/05/2026	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Cheltenham Education Partnership

1211050

## Receipts and payments accounts

CC16a

For the period  
from

21-Nov-24


To

31-Aug-25

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
University transfer to CEP at inception	6,652	-	-	6,652	-
Donation from Cheltenham College for FY24/25	3,000	-	-	3,000	-
CBC donation - change makers	-	2,000	-	2,000	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	9,652	2,000	-	11,652	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	9,652	2,000	-	11,652	-
<b>A3 Payments</b>					
Charity set up costs - legal	1,062	-	-	1,062	-
Cost associated with FY24/25 programme	1,249	-	-	1,249	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	2,311	-	-	2,311	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	2,311	-	-	2,311	-
<b>Net of receipts/(payments)</b>	7,341	2,000	-	9,341	-
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-	-
<b>Cash funds this year end</b>	7,341	2,000	-	9,341	-

## 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 £
<b>B1 Cash funds</b>	cash at bank	7,341	2,000	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>7,341</b>	<b>2,000</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Joanne Matthews	29/05/2026	
			29/05/2026	