

THE HENRIETTA PARKER TRUST

England & Wales · Charity number 312094

Details

Status Registered

Legal form Other

Registered 1964-03-04

Register [View on the Charity Commission register](#)

Contact

Address Surrey County Council
Woodhatch Place
11 Cockshot Hill
Reigate
Surrey
RH2 8EF

Phone 02085419015

Email Anu.Chanda@surreycc.gov.uk

Activities

Objects: THE PROMOTION OF THE EDUCATION OF THE PUBLIC BY THE PROVISION OF TECHNICAL AND MANUAL INSTRUCTION IN THE DOMESTIC SCIENCES AND ALLIED SUBJECT EITHER FREE OF CHARGE OR UPON PAYMENT OF SUCH REASONABLE FEES AS THE TRUSTEE FROM TIME TO TIME THINKS FIT.

Activities: Supports the provision of learning for adults at the Molesey Adult Learning Centre (Henrietta Parker Centre). It provides funding to improve facilities at the Centre.

Classification

- **How:** Acts As An Umbrella Or Resource Body
- **What:** Education/training, Economic/community Development/employment
- **Who:** Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** WEST MOESEY
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£34,695	£55,018	-	-
2024-03-31	£34,817	£28,578	-	-
2023-03-31	£34,162	£57,501	-	-
2022-03-31	£30,996	£75,913	-	-
2021-03-31	£32,289	£129,660	-	-
2020-03-31	£28,120	£91,198	-	-
2019-03-31	£34,515	£86,756	-	-
2018-03-31	£33,855	£58,500	-	-

Trustees

Name	Role	Appointed
SURREY COUNTY COUNCIL		

THE HENRIETTA PARKER TRUST

England & Wales - Charity number 312094

Accounts



THE HENRIETTA PARKER TRUST
Charity Number: 312094

Annual Report and Accounts

Year Ended 31 March 2025

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THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Legal and Administrative Details

The principal address of the Charity is as follows:

The Henrietta Parker Trust
Molesey Henrietta Parker Adult Learning
Ray Road
West Molesey
Surrey KT8 2LG

The addresses of other relevant officials are as follows:

Representing the County Council as Trustees:

Councillor Clare Curran
Cabinet member for Children's Families & Lifelong Learning
Woodhatch Place
Reigate
RH2 8EF

Lead County Council Officers:

Francis Lawlor
Principal of Adult Learning
Surrey Adult Learning
Woking Adult Learning Centre
Hoebridge Close
Woking
GU22 9PE

Ms Anna D'Alessandro
Treasurer to the Charity
Corporate Finance Group
Surrey County Council
Woodhatch Place
Reigate
RH2 8EF

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Legal and Administrative Details – (Continued)

Management agent

BlackRock Investment Management (UK) Limited
33 King William Street
London
EC4R 9AS

Independent Examiner

DSK Partners LLP
Chartered Accountants and Statutory Auditors
D S House
306 High Street
Croydon
Surrey
CR0 1NG

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Trustees' Report

The trustee presents the annual report together with the financial statements of the charity for the year ended 31 March 2025.

The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

Structure, Governance and Management

Surrey County Council (SCC) is responsible for managing and administering The Henrietta Parker Trust Fund (HPT), which is a registered charity (312094).

The Charity is governed by a Scheme from the Charity Commissioners for England and Wales sealed on 1 February 1984.

'The Board' was set up early March 2016. It consists of:

Surrey County Council as Trustees:

Councillor Clare Curran, Cabinet Member for Education and Safeguarding

County Council Lead Officers:

Francis Lawlor, Principal of Surrey Adult Learning

Phil Evans, Area Business Manager, North

Participation levels continue to recover post-Covid in all subjects apart from digital skills. This offer has been completely reviewed and restructured for September 2024, and early signs are that it is better meeting local need and so attracting learners. Managers continue to be ambitious to provide inclusive learning to enable Surrey residents access education with clear learning pathways. A wide range of courses continue to focus on widening participation by engaging with learners who are disadvantaged by having qualifications below a full Level 2 or no qualifications, who need to improve their skills to find employment or progress at work and those who are vulnerable.

In addition, a range of parenting skills courses have been developed specifically to meet the post-Covid need of parents/carers seeking strategies to better support their child to learn. The bespoke well-equipped workshop on the grounds of The Henrietta Parker Centre remains an asset in teaching practical skills.

Collaboration with external partners and stakeholders in the community continues to develop and this, together with varied and new targeted marketing strategies is raising the public awareness of the programme.

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Trustees' Report (Continued)

Governor Recruitment

The Governing body requires breadth and depth of experience to carry out its duties effectively and efficiently. When recruiting new trustees, the important attribute is a passion for the work of Surrey Adult Learning and an understanding of adult education and the opportunities and challenges it presents. We advertise via relevant websites and locally through newspapers within Elmbridge and the surrounding area. We have links with officers and members of Elmbridge Borough Council. We also invite senior local community leaders to consider joining our Board. Where possible the Governors consider that the skills and experience of the Board should comprise the following:

- A Governor with an understanding of adult learning
- A Governor with an understanding of the issues and priorities within the local area
- A Governor with education experience
- A Governor with experience of equal opportunities or disability needs
- At least one female Governor and at least one male Governor
- A Governor from an ethnic minority background
- A Governor with senior managerial or business experience
- One Governor may have one or more of these skills.

The Governors are the charity trustees of the Henrietta Parker Trust. New Governors are appointed by the existing Board of Governors.

In addition, oversight of the Board is provided by the Surrey Adult Learning Board of Governors.

Restrictions to the operation of the Charity

Specific restrictions to the operation of the charity as specified by the Charity Commissioners are as follows:

Cash Investment

“Subject as hereinafter provided and to any further direction of the Charity Commissioners all sums of cash now or at any time belonging to the Charity, other than sums of cash needed for immediate working purposes, shall be invested in the name of the Official Custodian for Charities.”

Statement of Public Benefit

The County Council has paid due regard to the guidance on public benefit produced by the Charities Commission and are confident that the work of the charity meets all the criteria for public benefit.

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Trustees' Report (Continued)

Objectives, Organisation and Activity

The Charity is established to promote the education of the public by providing technical and manual instruction in the domestic sciences and allied subjects.

The Henrietta Trust fund dates from 1927 and was bequeathed for the funding, in Molesey, of a 'School or Institution for technical and manual instruction in Cookery, Laundry Work and Hygiene'.

As to fees, people were to be admitted 'either without payment on specified terms, so that no preference is given to any person or class of person'.

It came to serve any adults (i.e. persons over the compulsory school age) who wished to learn from a curriculum defined as "Home and Family Studies" in the Molesey area. The current Henrietta Parker Centre was established when the former location in East Molesey had fallen into disrepair in the 1980's. Trust fund monies were used to convert the former school accommodation into an adult learning centre.

In 1984 the scheme was amended and approved by the Charity Commission with the Object of the Charity to promote education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects, either free of charge or payment of such reasonable fees that the Trustees may from time to time see fit. Henrietta Parker House was in West Molesey and the Charity Commission Order confirmed that SCC would provide premises for an adult education centre that, at the current Ray Road site, would be called the Henrietta Parker Centre.

Background

The Henrietta Parker Trust Fund supports the provision of learning for adults predominantly in Elmbridge, through the Molesey Adult Learning Centre (Henrietta Parker Centre). In addition, learning opportunities are being supported in a few other centres and community venues.

The Trust fund is used to support access to learning, to provide and improve facilities at the Centre and to promote and engage the local community in the learning programmes provided. While many courses are funded from a grant from the Education and Skills Funding Agency and the contribution made by learners through fees charged, there are many in the community who require further support in order to be able to access learning. The Trust is enabling this to happen.

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Trustees' Report (Continued)

Review of progress and achievements during 2024/25

During the 2024/25 academic year, there were 1,501 enrolments on the 211 courses administered by the Molesey (Henrietta Parker) Adult Learning Centre. Overall learner numbers were down 7% on the previous year.

Learners at the Molesey Adult Learning Centre included:

- 33 attending discrete courses for those with learning difficulties and/or disabilities (LDD);
- 44 learning English for Speakers of Other Languages (ESOL).
- 52 studying mathematics maths GCSEs, Functional Skills and Stepping Stones.
- 68 learning how cook and prepare food.
- 53 improving their health and wellbeing on yoga, Tai Chi, dance and Pilates classes.
- 70 on work skills and IT courses.
- 15 on our Passport to Wellbeing programme for learners with mild to moderate mental health conditions.
- 53 learning a foreign language such as French, Spanish or Italian; and
- 428 improving their art, craft and photography skills.

20 learners passed their GCSE Mathematics exams in the summer of 2025. 23 learners achieved 'Stepping Stones' to functional skills mathematics qualifications. 20 learners went on to be awarded Functional Skills English qualifications.

Henrietta Parker Trust (HPT) Work Skills & IT classes attracted 473 enrolments from 323 learners who improved their digital skills. 30 learners attended cookery classes, learning the essential skills to cook healthy meals from scratch. 28 attended garment making classes and learnt how to alter, repair and upcycle their clothes.

Financial Review

The attached Financial Statement shows the position of the of the Trust Fund as at 31 March 2025.

Interest earned on investments totalled £34,695 (2024 - £34,817).

Revenue spend in the 2024/25 financial year was £55,018 (2024 - £28,578), predominantly on the delivery of computing & cookery courses at the Henrietta Parker Centre. The governance cost is £20,819 (2024 - £20,699) and there has been no Capital expenditure incurred in 2024/25.

The total reserves of the charity as at 31 March 2025 are £1,048,706 (2024-£1,065,986). The Reserves are split between £41,362 against the Restricted fund and Capital funds of £1,007,344. The market value of investments has increased from £983,482 as at 31 March 2024 to £1,007,344 as at 31 March 2025.

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Trustees' Report (Continued)

Policy on reserves

The trustees aim to maintain reserves at a level which would cover any future commitments or expenditure. Additional information regarding reserves are provided in the Note 2 of the accounting policies.

The total reserves at the end of the financial period were £1,048,706.

Investment Policy

There is currently no formal Investment Policy of the Trustee.

The management board is working with the finance department to identify options on generating a higher return on the capital assets of the fund, in particular the monies currently held in a bank account that constitutes carried forward income.

Future Developments

Governance arrangements for the Trust have led to an increase in activity funded for residents in the community over the last two years. The current plans are to build on this work.

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 (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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 of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. 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 Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Trustees' Report (Continued)

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to 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 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.

This report was approved by Trustee Board on

and signed on its behalf by:

Francis Lawlor

Representing Surrey County Council as trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
The Henrietta Parker Trust**

I report to the Trustees on my examination of the financial statements of The Henrietta Parker Trust (the Charity) for the year ended 31 March 2025 which are set out on pages 12 to 18.

Responsibilities and basis of report

As the Trustees of the Charity, you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the Act”).

I report in respect of my examination of the Charity’s financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner’s statement

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements concerning the form and content of the 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 financial statements to be reached.

Dhirajlal Shah FCA (Independent Examiner)
DSK Partners LLP
Chartered Accountants and Statutory Auditors
D S House
306 High Street
Croydon
Surrey
CR0 1NG

Date:



THE HENRIETTA PARKER TRUST

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025

	Restricted Fund £	Capital Fund £	Total Funds 2024/25 £	Total Funds 2023/24 £
<u>Incoming Resources</u>				
Investment Income (Note 2)	34,695	-	34,695	34,817
Total Incoming Resources	34,695	-	34,695	34,817
<u>Resources Expended</u>				
Charitable activities (Note 4 & 5)	55,018	-	55,018	28,578
Governance cost (Note 9)	20,819	-	20,819	20,699
Total Resources Expended	75,837	-	75,837	49,277
Net Incoming Resources Before Transfer				
Transfer Between Funds	-	-	-	-
Net Incoming Resources for the Year	(41,142)		(41,142)	(14,460)
<u>Other Recognised Gains and Losses:</u>				
Unrealised Gain / (Loss) on Investment Assets (Note 11)		23,862	23,862	17,116
Net Movement in Funds	(41,142)	23,862	(17,280)	2,656
Balances Brought Forward as at 1 April 2024	82,504	983,482	1,065,986	1,063,330
Balances Carried Forward as at 31 March 2025	41,362	1,007,344	1,048,706	1,065,986

**THE HENRIETTA PARKER TRUST
STATEMENT OF FINANCIAL POSITION**

AS AT 31 MARCH 2025

	2024/25	2023/24
	£	£
<u>Fixed Assets</u>		
Investments (<i>Note 11</i>)	1,007,344	983,482
HPT Workshops (<i>Note 10</i>)	136,912	156,471
	<u>1,144,256</u>	<u>1,139,953</u>
<u>Current Liabilities</u>		
Amounts falling due within one year (<i>Note 12</i>)	(95,550)	(73,967)
	<u>1,048,706</u>	<u>1,065,986</u>
<u>Funds</u>		
Restricted Funds (<i>Note 13</i>)	41,362	82,504
Capital Funds (<i>Note 13</i>)	1,007,344	983,482
Total Funds	<u>1,048,706</u>	<u>1,065,986</u>

The financial statements were approved by the trustees, and authorised for issue on and signed on their behalf by:

.....
Councillor Clare Curran
Representing Surrey County Council as trustee

**THE HENRIETTA PARKER TRUST
YEAR ENDED 31 MARCH 2025**

NOTES TO THE ACCOUNTS

1. Accounting Policies

Statement of compliance

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', and the Charities Act 2011.

Basis of preparation

The Henrietta Parker Trust meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements are prepared in sterling which is also the functional currency of the charity and rounded to the nearest pound.

Going Concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient along with the level of reserves for the charity to be able to continue as a going concern.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds; it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to headings, they have been allocated to activities on a basis consistent with the use of resources.

Charitable activities and governance costs are costs incurred on the charity's operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

**THE HENRIETTA PARKER TRUST
YEAR ENDED 31 MARCH 2025**

NOTES TO THE ACCOUNTS (CONTINUED)

Taxation

The charity is exempt from tax on its charitable activities.

Fund Accounting

Restricted funds can only be used for restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the statement of financial position date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the statement of financial activities.

Fixed Assets

Tangible assets are stated in the statement of financial position at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The cost of tangible assets includes directly attributable incremental costs incurred in their acquisition and installation.

Depreciation

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

Asset Class	Depreciation method and rate
Building	10% on cost

At each statement of financial position date, the carrying amount of its tangible fixed assets is reviewed to determine whether there is any indication that any items have suffered an impairment loss. If any such indication exists, the recoverable amount of an asset is estimated to determine the extent of the impairment loss, if any. Where it is not possible to estimate the recoverable amount of the asset, the entity estimates the recoverable amount of the cash-generating unit to which the asset belongs.

**THE HENRIETTA PARKER TRUST
YEAR ENDED 31 MARCH 2025**

NOTES TO THE ACCOUNTS (CONTINUED)

2. Investments and Reconciliation of Funds

All of the income of the Charity can be applied under the terms of the trust deed. The investments can be allocated between two different funds: the Capital Fund which has the original capital invested; interest from these investments is placed in the Revenue Fund to meet costs in promoting the education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects.

The Capital fund is invested by our fund managers, BlackRock, in two pooled investment funds, Charinco and Charishare, which are specifically tailored to meet the needs of the smaller charity.

	2024/25	2023/24
Investments income	£	£
Interest income	34,695	34,817
	34,695	34,817
	34,695	34,817

Surrey County Council Finance in conjunction with 'The Board' are reviewing this fund balance, to ensure that any surpluses are invested or disbursed appropriately.

3. Proceeds from sales

No items were sold in this financial year.

4. Expenditure on charitable activities

	2024/25	2023/24
	£	£
Education courses cost at Henrietta Parker Centre	55,018	28,578
	55,018	28,578
	55,018	28,578

5. Management and Administrative Costs

These costs relate to officers' time for the general and financial administration of the charity. These are currently met by Surrey County Council

The revised scheme proposes that:

"The Trustee shall first defray out of the income of the Charity all the proper costs, charges and expenses incidental to the administration and management of the Charity".

Running costs of the charity consist of the cost of the utilities, cleaning costs and the insurance of the property. These are currently met by Surrey County Council.

**THE HENRIETTA PARKER TRUST
YEAR ENDED 31 MARCH 2025**

NOTES TO THE ACCOUNTS (CONTINUED)

6. Trustees Remuneration

The number of trustees during the year was 1 (2024 – 1). No remuneration was paid, or expenses reimbursed to the trustees.

7. Inventory of Contents

There is currently no inventory of contents.

8. Staff cost

The average number of persons employed by the Charity during the year was 0 (2024 – 0)

9. Governance Cost

	2024/25	2023/24
	£	£
Independent examiners fee	1,260	1,140
Depreciation	19,559	19,559
	20,819	20,699

10. Tangible Assets

	Building	Total
	£	£
Cost or Valuation		
On 1 April 2024	195,589	195,589
Additions	-	-
On 31 March 2025	195,589	195,589
Depreciation		
On 1 April 2024	39,118	39,118
Charge for the year	19,559	19,559
On 31 March 2025	58,677	58,677
Carrying amount		
On 31 March 2024	156,471	156,471
On 31 March 2025	136,912	136,912

11. Fixed Asset Investment

	2024/25	2023/24
	£	£
Quoted Investments		
Market Value as at 1 April	983,482	966,366
Net Unrealised Gains/(Losses)	23,862	17,116
Market Value as at 31 March	1,007,344	983,482

Original Cost Value	531,513	531,513
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**THE HENRIETTA PARKER TRUST
YEAR ENDED 31 MARCH 2024**

NOTES TO THE ACCOUNTS (CONTINUED)

<u>12. Creditors: Amounts falling due within one year</u>	2024/25	2023/24
	£	£
Amount owed to Surrey County Council	93,150	71,687
Accruals	2,400	2,280
	<u>95,550</u>	<u>73,967</u>

13. Funds

<u>Restricted Funds</u>	Balance 01/04/2024	Surplus/(Deficit) For Year	Balance 31/03/2025
	£	£	£
Revenue Funds	82,504	(41,142)	41,362
	<u>82,504</u>	<u>(41,142)</u>	<u>41,362</u>

<u>Capital Funds</u>	Balance 01/04/2024	Unrealised Gain	Balance 31/03/2025
	£	£	£
Investment Funds	983,482	23,862	1,007,344
	<u>983,482</u>	<u>23,862</u>	<u>1,007,344</u>

14. Analysis of Net Assets between funds

	Restricted funds	Capital funds	Total funds
	£	£	£
HPT Workshops	136,912		136,912
Creditors due within one year	(95,550)		(95,550)
Investments		1,007,344	1,007,344
Total Funds	<u>41,362</u>	<u>1,007,344</u>	<u>1,048,706</u>

THE HENRIETTA PARKER TRUST
INDEPENDENT EXAMINATION MATTERS TO BE RAISED WITH THOSE
CHARGED WITH GOVERNANCE YEAR ENDED 31 MARCH 2025



DSK PARTNERS LLP
CHARTERED ACCOUNTANTS &
STATUTORY AUDITORS

Henrietta Parker Trust
Independent Examination matters to be raised with those
charged with governance Year ended 31 March 2025

Introduction

These notes are observations arising from our Independent Examination in respect of the financial statements for the year ended 31st March 2025. They provide an overview of matters for consideration by the trustees.

The objective of our Independent Examination is to allow us to report to the trustees on the truth and fairness of the financial statements and whether they have been prepared in alignment with appropriate accounting standards. We plan our procedures so that we have a reasonable expectation of detecting material misstatements in the financial statements and the underlying accounting records resulting from irregularities or fraud. During the planning of the Independent Examination, we document the underlying system of internal procedures and controls over maintaining accurate and reliable records.

It is the responsibility of the trustees to ensure, as far as possible, that accurate and reliable accounting records are maintained and to safeguard the assets of the charity by the adoption of appropriate systems and controls.

The focus of our work is on matters which could have a material impact on the financial statements and consequently our Independent Examination work is not designed to disclose all errors or weaknesses in controls that may exist.

Confidentiality

This report has been prepared for the sole use of the trustees of Henrietta Parker Trust. It is issued on the express understanding that it is used for this purpose only. It may not be disclosed to any other person without the prior written consent of DSK Partners LLP. No other person receiving this report should act in reliance upon its contents (which may be unsuitable for any purpose other than that for which it was prepared). Any person who, notwithstanding the foregoing, elects to place reliance upon this report does so at their own risk and DSK Partners LLP assumes no duty of care or other responsibility towards them.

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2. Letter of representation
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7. Significant difficulties encountered during the Independent Examination
8. Other relevant matters relating to the Independent Examination

Henrietta Parker Trust
Independent Examination matters to be raised with those charged
with governance Year ended 31 March 2025

1. Qualitative aspects of Limited's accounting practices and financial reporting

We have no comments to make concerning these matters and believe that the accounting policies are appropriate and have been properly applied throughout the year.

2. Letter of representation

A draft of our proposed letter of representation is attached; We draw your attention to point 16; in other respects, the letter is routine.

3. Adjusted and Unadjusted misstatements

There are no adjusted and unadjusted misstatements, other than those that we consider to be trivial.

4. Expected modifications to the Independent Examination report

We do not propose any modifications to our Independent Examination opinion and hence will be issuing a clean Independent Examination report.

5. Material weaknesses in the accounting and internal control systems

6. We have not been able to identify any material weaknesses in the accounting and internal control systems and would like to point out that any weaknesses covered in this letter were discovered during our normal Independent Examination work, such work being undertaken primarily for the purpose of expressing our opinion on the financial statements of your companies. Our Independent Examination work did not include a detailed review of all aspects of your companies' systems and, for this reason; the contents of this letter do not necessarily include all weaknesses which might exist in your accounting systems.

7. Other matters required by Independent Examination standards to be communicated

There are no other matters that we are required by Independent Examination standards to communicate with you.

8. Significant difficulties encountered during the Independent Examination

We confirm that there were no significant difficulties encountered during the Independent Examination.

9. Other relevant matters relating to the Independent Examination

1. We did not encounter any significant difficulties during the Independent Examination and there are no significant findings from the Independent Examination to draw to your attention.
2. We have no comments to make concerning the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.

May we take this opportunity of thanking you and your staff for the assistance received and cooperation during the conduct of our Independent Examination.

Yours faithfully
For and on behalf of DSK Partnership LLP

Date: 22nd May 2026

THE HENRIETTA PARKER TRUST

England & Wales - Charity number 312094

Accounts



THE HENRIETTA PARKER TRUST
Charity Number: 312094

Annual Report and Accounts

Year Ended 31 March 2024

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THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Legal and Administrative Details

The principal address of the Charity is as follows:

The Henrietta Parker Trust
Molesey Henrietta Parker Adult Learning
Ray Road
West Molesey
Surrey KT8 2LG

The addresses of other relevant officials are as follows:

Representing the County Council as Trustees:

Councillor Clare Curran
Cabinet member for Children's Families & Lifelong Learning
Woodhatch Place
Reigate
RH2 8EF

Lead County Council Officers:

Francis Lawlor
Principal of Adult Learning
Surrey Adult Learning
Woking Adult Learning Centre
Hoebridge Close
Woking
GU22 9PE

Ms Anna D'Alessandro
Treasurer to the Charity
Corporate Finance Group
Surrey County Council
Woodhatch Place
Reigate
RH2 8EF

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Legal and Administrative Details – (Continued)

Management agent

BlackRock Investment Management (UK) Limited
33 King William Street
London
EC4R 9AS

Independent Examiner

DSK Partners LLP
Chartered Accountants and Statutory Auditors
D S House
306 High Street
Croydon
Surrey
CR0 1NG

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2024.

The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

Structure, Governance and Management

Surrey County Council (SCC) is responsible for managing and administering The Henrietta Parker Trust Fund (HPT), which is a registered charity (312094).

The Charity is governed by a Scheme from the Charity Commissioners for England and Wales sealed on 1 February 1984.

'The Board' was set up early March 2016. It consists of:

Surrey County Council as Trustees:

Councillor Clare Curran, Cabinet Member for Education and Safeguarding

County Council Lead Officers:

Francis Lawlor, Principal of Surrey Adult Learning

Phil Evans, Area Business Manager, North

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In addition, a range of parenting skills courses have been developed specifically to meet the post-Covid need of parents/carers seeking strategies to better support their child to learn. The bespoke well-equipped workshop on the grounds of The Henrietta Parker Centre remains an asset in teaching practical skills.

Collaboration with external partners and stakeholders in the community continues to develop and this, together with varied and new targeted marketing strategies is raising the public awareness of the programme.

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Trustees' Report (Continued)

Governor Recruitment

The Governing body requires breadth and depth of experience to carry out its duties effectively and efficiently. When recruiting new trustees, the important attribute is a passion for the work of Surrey Adult Learning and an understanding of adult education and the opportunities and challenges it presents. We advertise via relevant websites and locally through newspapers within Elmbridge and the surrounding area. We have links with officers and members of Elmbridge Borough Council. We also invite senior local community leaders to consider joining our Board. Where possible the Governors consider that the skills and experience of the Board should comprise the following:

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- At least one female Governor and at least one male Governor
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- A Governor with senior managerial or business experience
- One Governor may have one or more of these skills.

The Governors are the charity trustees of the Henrietta Parker Trust. New Governors are appointed by the existing Board of Governors.

In addition, oversight of the Board is provided by the Surrey Adult Learning Board of Governors.

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Specific restrictions to the operation of the charity as specified by the Charity Commissioners are as follows:

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“Subject as hereinafter provided and to any further direction of the Charity Commissioners all sums of cash now or at any time belonging to the Charity, other than sums of cash needed for immediate working purposes, shall be invested in the name of the Official Custodian for Charities.”

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Objectives, Organisation and Activity

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As to fees, people were to be admitted 'either without payment on specified terms, so that no preference is given to any person or class of person'.

It came to serve any adults (i.e. persons over the compulsory school age) who wished to learn from a curriculum defined as "Home and Family Studies" in the Molesey area. The current Henrietta Parker Centre was established when the former location in East Molesey had fallen into disrepair in the 1980's. Trust fund monies were used to convert the former school accommodation into an adult learning centre.

In 1984 the scheme was amended and approved by the Charity Commission with the Object of the Charity to promote education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects, either free of charge or payment of such reasonable fees that the Trustees may from time to time see fit. Henrietta Parker House was in West Molesey and the Charity Commission Order confirmed that SCC would provide premises for an adult education centre that, at the current Ray Road site, would be called the Henrietta Parker Centre.

Background

The Henrietta Parker Trust Fund supports the provision of learning for adults predominantly in Elmbridge, through the Molesey Adult Learning Centre (Henrietta Parker Centre). In addition, learning opportunities are being supported in a few other centres and community venues.

The Trust fund is used to support access to learning, to provide and improve facilities at the Centre and to promote and engage the local community in the learning programmes provided. While many courses are funded from a grant from the Education and Skills Funding Agency and the contribution made by learners through fees charged, there are many in the community who require further support in order to be able to access learning. The Trust is enabling this to happen.

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Trustees' Report (Continued)

Review of progress and achievements during 2023/24

During the 2023/24 academic year, there were 1,855 enrolments on the 248 courses administered by the Molesey (Henrietta Parker) Adult Learning Centre. Overall learner numbers were up 17% on the previous year.

Learners at the Molesey Adult Learning Centre included:

- 33 attending discrete courses for those with learning difficulties and/or disabilities (LDD).
- 42 learning English for Speakers of Other Languages (ESOL).
- 37 studying mathematics maths GCSEs, Functional Skills and Stepping Stones.
- 74 learning how cook and prepare food.
- 59 improving their health and wellbeing on yoga, Tai Chi, dance and Pilates classes.
- 122 on work skills and IT courses.
- 21 on our Passport to Wellbeing programme for learners with mild to moderate mental health conditions.
- 61 learning a foreign language such as French, Spanish or Italian; and
- 424 improving their art, craft and photography skills.

Eight learners passed their GCSE Mathematics exams in the summer of 2024. 20 learners achieved 'Stepping Stones' to functional skills English qualifications. 14 learners went on to be awarded Functional Skills English qualifications.

Henrietta Parker Trust (HPT) Essential Skills Cookery classes attracted 86 enrolments from 63 learners who learnt to cook healthy meals from scratch. 24 learners attended garment making classes and learnt how to alter, repair and upcycle their clothes.

Financial Review

The attached Financial Statement shows the position of the of the Trust Fund as at 31 March 2024.

Interest earned on investments totalled £34,817 (2023 - £34,162).

Revenue spend in the 2023/24 financial year was £28,578 (2023 - £57,501), predominantly on the delivery of computing & cookery courses at the Henrietta Parker Centre. The governance cost is £20,699 (2023- £20,699) and there has been no Capital expenditure incurred in 2023/24.

The total reserves of the charity as at 31 March 2024 are £1,065,986 (2023- £1,063,330). The Reserves are split between £82,504 against the Restricted fund and Capital funds of £983,482. The market value of investments has increased from £966,366 as at 31 March 2023 to £983,482 as at 31 March 2024.

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Trustees' Report (Continued)

Policy on reserves

The trustees aim to maintain reserves at a level which would cover any future commitments or expenditure. Additional information regarding reserves are provided in the Note 2 of the accounting policies.

The total reserves at the end of the financial period were £1,065,986.

Investment Policy

There is currently no formal Investment Policy of the Trustee.

The management board is working with the finance department to identify options on generating a higher return on the capital assets of the fund, in particular the monies currently held in a bank account that constitutes carried forward income.

Future Developments

Governance arrangements for the Trust have led to an increase in activity funded for residents in the community over the last two years. The current plans are to build on this work.

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 (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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 of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. 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 Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Trustees' Report (Continued)

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to 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 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.

This report was approved by Trustee Board on

and signed on its behalf by:

Francis Lawlor

Representing Surrey County Council as trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
The Henrietta Parker Trust**

I report to the Trustees on my examination of the financial statements of The Henrietta Parker Trust (the Charity) for the year ended 31 March 2024 which are set out on pages 12 to 18.

Responsibilities and basis of report

As the Trustees of the Charity, you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the Act”).

I report in respect of my examination of the Charity’s financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner’s statement

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements concerning the form and content of the 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 financial statements to be reached.

Dhirajlal Shah FCA (Independent Examiner)
DSK Partners LLP
Chartered Accountants and Statutory Auditors
D S House
306 High Street
Croydon
Surrey
CR0 1NG

Date:



THE HENRIETTA PARKER TRUST

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

	Restricted Fund £	Capital Fund £	Total Funds 2023/24 £	Total Funds 2022/23 £
<u>Incoming Resources</u>				
Investment Income (Note 2)	34,817	-	34,817	34,162
Total Incoming Resources	34,817	-	34,817	34,162
<u>Resources Expended</u>				
Charitable activities (Note 4 & 5)	28,578	-	28,578	57,501
Governance cost (Note 9)	20,699	-	20,699	20,699
Total Resources Expended	49,277	-	49,277	78,200
Net Incoming Resources Before Transfer				
Transfer Between Funds	-	-	-	-
Net Incoming Resources for the Year	(14,460)		(14,460)	(44,038)
<u>Other Recognised Gains and Losses:</u>				
Unrealised Gain / (Loss) on Investment Assets (Note 11)		17,116	17,116	(49,871)
Net Movement in Funds	(14,460)	17,116	2,656	(93,909)
Balances Brought Forward as at 1 April 2023	96,964	966,366	1,063,330	1,157,239
Balances Carried Forward as at 31 March 2024	82,504	983,482	1,065,986	1,063,330

**THE HENRIETTA PARKER TRUST
STATEMENT OF FINANCIAL POSITION**

AS AT 31 MARCH 2024

	2023/24	2022/23
	£	£
<u>Fixed Assets</u>		
Investments (<i>Note 11</i>)	983,482	966,366
HPT Workshops (<i>Note 10</i>)	156,471	176,030
	<u>1,139,953</u>	<u>1,142,396</u>
<u>Current Liabilities</u>		
Amounts falling due within one year (<i>Note 12</i>)	(73,967)	(79,066)
	<u>1,065,986</u>	<u>1,063,330</u>
<u>Funds</u>		
Restricted Funds (<i>Note 13</i>)	82,504	96,964
Capital Funds (<i>Note 13</i>)	983,482	966,366
	<u>1,065,986</u>	<u>1,063,330</u>

The financial statements were approved by the trustees, and authorised for issue on and signed on their behalf by:

.....
Councillor Clare Curran
Representing Surrey County Council as trustee

**THE HENRIETTA PARKER TRUST
YEAR ENDED 31 MARCH 2024**

NOTES TO THE ACCOUNTS

1. Accounting Policies

Statement of compliance

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', and the Charities Act 2011.

Basis of preparation

The Henrietta Parker Trust meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements are prepared in sterling which is also the functional currency of the charity and rounded to the nearest pound.

Going Concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient along with the level of reserves for the charity to be able to continue as a going concern.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds; it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to headings, they have been allocated to activities on a basis consistent with the use of resources.

Charitable activities and governance costs are costs incurred on the charity's operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

**THE HENRIETTA PARKER TRUST
YEAR ENDED 31 MARCH 2024**

NOTES TO THE ACCOUNTS (CONTINUED)

Taxation

The charity is exempt from tax on its charitable activities.

Fund Accounting

Restricted funds can only be used for restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the statement of financial position date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the statement of financial activities.

Fixed Assets

Tangible assets are stated in the statement of financial position at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The cost of tangible assets includes directly attributable incremental costs incurred in their acquisition and installation.

Depreciation

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

Asset Class	Depreciation method and rate
Building	10% on cost

At each statement of financial position date, the carrying amount of its tangible fixed assets is reviewed to determine whether there is any indication that any items have suffered an impairment loss. If any such indication exists, the recoverable amount of an asset is estimated to determine the extent of the impairment loss, if any. Where it is not possible to estimate the recoverable amount of the asset, the entity estimates the recoverable amount of the cash-generating unit to which the asset belongs.

**THE HENRIETTA PARKER TRUST
YEAR ENDED 31 MARCH 2024**

NOTES TO THE ACCOUNTS (CONTINUED)

2. Investments and Reconciliation of Funds

All of the income of the Charity can be applied under the terms of the trust deed. The investments can be allocated between two different funds: the Capital Fund which has the original capital invested; interest from these investments is placed in the Revenue Fund to meet costs in promoting the education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects.

The Capital fund is invested by our fund managers, BlackRock, in two pooled investment funds, Charinco and Charishare, which are specifically tailored to meet the needs of the smaller charity.

	2023/24	2022/23
Investments income	£	£
Interest income	34,817	34,162
	34,817	34,162

Surrey County Council Finance in conjunction with 'The Board' are reviewing this fund balance, to ensure that any surpluses are invested or disbursed appropriately.

3. Proceeds from sales

No items were sold in this financial year.

4. Expenditure on charitable activities

	2023/24	2022/23
	£	£
Education courses cost at Henrietta Parker Centre	28,578	57,501
	28,578	57,501

5. Management and Administrative Costs

These costs relate to officers' time for the general and financial administration of the charity. These are currently met by Surrey County Council

The revised scheme proposes that:

"The Trustee shall first defray out of the income of the Charity all the proper costs, charges and expenses incidental to the administration and management of the Charity".

Running costs of the charity consist of the cost of the utilities, cleaning costs and the insurance of the property. These are currently met by Surrey County Council.

**THE HENRIETTA PARKER TRUST
YEAR ENDED 31 MARCH 2024**

NOTES TO THE ACCOUNTS (CONTINUED)

6. Trustees Remuneration

The number of trustees during the year was 1 (2023 – 1). No remuneration was paid, or expenses reimbursed to the trustees.

7. Inventory of Contents

There is currently no inventory of contents.

8. Staff cost

The average number of persons employed by the Charity during the year was 0 (2023 – 0)

9. Governance Cost

	2024	2023
	£	£
Independent examiners fee	1,140	1,140
Depreciation	19,559	19,559
	20,699	20,699

10. Tangible Assets

	Building	Total
	£	£
Cost or Valuation		
On 1 April 2023	195,589	195,589
Additions	-	-
On 31 March 2024	195,589	195,589
Depreciation		
On 1 April 2023	19,559	19,559
Charge for the year	19,559	19,559
On 31 March 2024	39,118	39,118
Carrying amount		
On 31 March 2023	176,030	176,030
On 31 March 2024	156,471	156,471

11. Fixed Asset Investment

	2023/24	2022/23
	£	£
Quoted Investments		
Market Value as at 1 April	966,366	1,016,237
Net Unrealised Gains/(Losses)	17,116	(49,871)
Market Value as at 31 March	983,482	966,366

Original Cost Value	531,513	531,513
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**THE HENRIETTA PARKER TRUST
YEAR ENDED 31 MARCH 2024**

NOTES TO THE ACCOUNTS (CONTINUED)

<u>12. Creditors: Amounts falling due within one year</u>	2023/24	2022/23
	£	£
Amount owed to Surrey County Council	71,687	77,266
Accruals	2,280	1,800
	<u>73,967</u>	<u>79,066</u>

13. Funds

<u>Restricted Funds</u>	Balance 01/04/2023	Surplus/(Deficit) For Year	Balance 31/03/2024
	£	£	£
Revenue Funds	96,964	(14,460)	82,504
	<u>96,964</u>	<u>(14,460)</u>	<u>82,504</u>

<u>Capital Funds</u>	Balance 01/04/2023	Unrealised Gain	Balance 31/03/2024
	£	£	£
Investment Funds	966,366	17,116	983,482
	<u>966,366</u>	<u>17,116</u>	<u>983,482</u>

14. Analysis of Net Assets between funds

	Restricted funds	Capital funds	Total funds
	£	£	£
HPT Workshops	156,471		156,471
Creditors due within one year	(73,967)		(73,967)
Investments		983,482	983,482
Total Funds	<u>82,504</u>	<u>983,482</u>	<u>1,065,986</u>



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Charity Number: 312094

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Year Ended 31 March 2024

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The Henrietta Trust fund dates from 1927 and was bequeathed for the funding, in Molesey, of a 'School or Institution for technical and manual instruction in Cookery, Laundry Work and Hygiene'.

As to fees, people were to be admitted 'either without payment on specified terms, so that no preference is given to any person or class of person'.

It came to serve any adults (i.e. persons over the compulsory school age) who wished to learn from a curriculum defined as "Home and Family Studies" in the Molesey area. The current Henrietta Parker Centre was established when the former location in East Molesey had fallen into disrepair in the 1980's. Trust fund monies were used to convert the former school accommodation into an adult learning centre.

In 1984 the scheme was amended and approved by the Charity Commission with the Object of the Charity to promote education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects, either free of charge or payment of such reasonable fees that the Trustees may from time to time see fit. Henrietta Parker House was in West Molesey and the Charity Commission Order confirmed that SCC would provide premises for an adult education centre that, at the current Ray Road site, would be called the Henrietta Parker Centre.

Background

The Henrietta Parker Trust Fund supports the provision of learning for adults predominantly in Elmbridge, through the Molesey Adult Learning Centre (Henrietta Parker Centre). In addition, learning opportunities are being supported in a few other centres and community venues.

The Trust fund is used to support access to learning, to provide and improve facilities at the Centre and to promote and engage the local community in the learning programmes provided. While many courses are funded from a grant from the Education and Skills Funding Agency and the contribution made by learners through fees charged, there are many in the community who require further support in order to be able to access learning. The Trust is enabling this to happen.

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Trustees' Report (Continued)

Review of progress and achievements during 2023/24

During the 2023/24 academic year, there were 1,855 enrolments on the 248 courses administered by the Molesey (Henrietta Parker) Adult Learning Centre. Overall learner numbers were up 17% on the previous year.

Learners at the Molesey Adult Learning Centre included:

- 33 attending discrete courses for those with learning difficulties and/or disabilities (LDD).
- 42 learning English for Speakers of Other Languages (ESOL).
- 37 studying mathematics maths GCSEs, Functional Skills and Stepping Stones.
- 74 learning how cook and prepare food.
- 59 improving their health and wellbeing on yoga, Tai Chi, dance and Pilates classes.
- 122 on work skills and IT courses.
- 21 on our Passport to Wellbeing programme for learners with mild to moderate mental health conditions.
- 61 learning a foreign language such as French, Spanish or Italian; and
- 424 improving their art, craft and photography skills.

Eight learners passed their GCSE Mathematics exams in the summer of 2024. 20 learners achieved 'Stepping Stones' to functional skills English qualifications. 14 learners went on to be awarded Functional Skills English qualifications.

Henrietta Parker Trust (HPT) Essential Skills Cookery classes attracted 86 enrolments from 63 learners who learnt to cook healthy meals from scratch. 24 learners attended garment making classes and learnt how to alter, repair and upcycle their clothes.

Financial Review

The attached Financial Statement shows the position of the of the Trust Fund as at 31 March 2024.

Interest earned on investments totalled £34,817 (2023 - £34,162).

Revenue spend in the 2023/24 financial year was £28,578 (2023 - £57,501), predominantly on the delivery of computing & cookery courses at the Henrietta Parker Centre. The governance cost is £20,699 (2023- £20,699) and there has been no Capital expenditure incurred in 2023/24.

The total reserves of the charity as at 31 March 2024 are £1,065,986 (2023- £1,063,330). The Reserves are split between £82,504 against the Restricted fund and Capital funds of £983,482. The market value of investments has increased from £966,366 as at 31 March 2023 to £983,482 as at 31 March 2024.

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Trustees' Report (Continued)

Policy on reserves

The trustees aim to maintain reserves at a level which would cover any future commitments or expenditure. Additional information regarding reserves are provided in the Note 2 of the accounting policies.

The total reserves at the end of the financial period were £1,065,986.

Investment Policy

There is currently no formal Investment Policy of the Trustee.

The management board is working with the finance department to identify options on generating a higher return on the capital assets of the fund, in particular the monies currently held in a bank account that constitutes carried forward income.

Future Developments

Governance arrangements for the Trust have led to an increase in activity funded for residents in the community over the last two years. The current plans are to build on this work.

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 (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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 of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. 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 Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Trustees' Report (Continued)

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to 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 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.

This report was approved by Trustee Board on

and signed on its behalf by:

Francis Lawlor

Representing Surrey County Council as trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
The Henrietta Parker Trust**

I report to the Trustees on my examination of the financial statements of The Henrietta Parker Trust (the Charity) for the year ended 31 March 2024 which are set out on pages 12 to 18.

Responsibilities and basis of report

As the Trustees of the Charity, you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the Act”).

I report in respect of my examination of the Charity’s financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner’s statement

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements concerning the form and content of the 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 financial statements to be reached.

Dhirajlal Shah FCA (Independent Examiner)
DSK Partners LLP
Chartered Accountants and Statutory Auditors
D S House
306 High Street
Croydon
Surrey
CR0 1NG

Date:



THE HENRIETTA PARKER TRUST

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

	Restricted Fund £	Capital Fund £	Total Funds 2023/24 £	Total Funds 2022/23 £
<u>Incoming Resources</u>				
Investment Income (Note 2)	34,817	-	34,817	34,162
Total Incoming Resources	34,817	-	34,817	34,162
<u>Resources Expended</u>				
Charitable activities (Note 4 & 5)	28,578	-	28,578	57,501
Governance cost (Note 9)	20,699	-	20,699	20,699
Total Resources Expended	49,277	-	49,277	78,200
Net Incoming Resources Before Transfer				
Transfer Between Funds	-	-	-	-
Net Incoming Resources for the Year	(14,460)		(14,460)	(44,038)
<u>Other Recognised Gains and Losses:</u>				
Unrealised Gain / (Loss) on Investment Assets (Note 11)		17,116	17,116	(49,871)
Net Movement in Funds	(14,460)	17,116	2,656	(93,909)
Balances Brought Forward as at 1 April 2023	96,964	966,366	1,063,330	1,157,239
Balances Carried Forward as at 31 March 2024	82,504	983,482	1,065,986	1,063,330

**THE HENRIETTA PARKER TRUST
STATEMENT OF FINANCIAL POSITION**

AS AT 31 MARCH 2024

	2023/24	2022/23
	£	£
<u>Fixed Assets</u>		
Investments (<i>Note 11</i>)	983,482	966,366
HPT Workshops (<i>Note 10</i>)	156,471	176,030
	<u>1,139,953</u>	<u>1,142,396</u>
<u>Current Liabilities</u>		
Amounts falling due within one year (<i>Note 12</i>)	(73,967)	(79,066)
	<u>1,065,986</u>	<u>1,063,330</u>
<u>Funds</u>		
Restricted Funds (<i>Note 13</i>)	82,504	96,964
Capital Funds (<i>Note 13</i>)	983,482	966,366
	<u>1,065,986</u>	<u>1,063,330</u>

The financial statements were approved by the trustees, and authorised for issue on and signed on their behalf by:

.....
Councillor Clare Curran
Representing Surrey County Council as trustee

**THE HENRIETTA PARKER TRUST
YEAR ENDED 31 MARCH 2024**

NOTES TO THE ACCOUNTS

1. Accounting Policies

Statement of compliance

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', and the Charities Act 2011.

Basis of preparation

The Henrietta Parker Trust meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements are prepared in sterling which is also the functional currency of the charity and rounded to the nearest pound.

Going Concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient along with the level of reserves for the charity to be able to continue as a going concern.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds; it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to headings, they have been allocated to activities on a basis consistent with the use of resources.

Charitable activities and governance costs are costs incurred on the charity's operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

**THE HENRIETTA PARKER TRUST
YEAR ENDED 31 MARCH 2024**

NOTES TO THE ACCOUNTS (CONTINUED)

Taxation

The charity is exempt from tax on its charitable activities.

Fund Accounting

Restricted funds can only be used for restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the statement of financial position date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the statement of financial activities.

Fixed Assets

Tangible assets are stated in the statement of financial position at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The cost of tangible assets includes directly attributable incremental costs incurred in their acquisition and installation.

Depreciation

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

Asset Class	Depreciation method and rate
Building	10% on cost

At each statement of financial position date, the carrying amount of its tangible fixed assets is reviewed to determine whether there is any indication that any items have suffered an impairment loss. If any such indication exists, the recoverable amount of an asset is estimated to determine the extent of the impairment loss, if any. Where it is not possible to estimate the recoverable amount of the asset, the entity estimates the recoverable amount of the cash-generating unit to which the asset belongs.

**THE HENRIETTA PARKER TRUST
YEAR ENDED 31 MARCH 2024**

NOTES TO THE ACCOUNTS (CONTINUED)

2. Investments and Reconciliation of Funds

All of the income of the Charity can be applied under the terms of the trust deed. The investments can be allocated between two different funds: the Capital Fund which has the original capital invested; interest from these investments is placed in the Revenue Fund to meet costs in promoting the education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects.

The Capital fund is invested by our fund managers, BlackRock, in two pooled investment funds, Charinco and Charishare, which are specifically tailored to meet the needs of the smaller charity.

	2023/24	2022/23
Investments income	£	£
Interest income	34,817	34,162
	34,817	34,162

Surrey County Council Finance in conjunction with 'The Board' are reviewing this fund balance, to ensure that any surpluses are invested or disbursed appropriately.

3. Proceeds from sales

No items were sold in this financial year.

4. Expenditure on charitable activities

	2023/24	2022/23
	£	£
Education courses cost at Henrietta Parker Centre	28,578	57,501
	28,578	57,501

5. Management and Administrative Costs

These costs relate to officers' time for the general and financial administration of the charity. These are currently met by Surrey County Council

The revised scheme proposes that:

"The Trustee shall first defray out of the income of the Charity all the proper costs, charges and expenses incidental to the administration and management of the Charity".

Running costs of the charity consist of the cost of the utilities, cleaning costs and the insurance of the property. These are currently met by Surrey County Council.

**THE HENRIETTA PARKER TRUST
YEAR ENDED 31 MARCH 2024**

NOTES TO THE ACCOUNTS (CONTINUED)

6. Trustees Remuneration

The number of trustees during the year was 1 (2023 – 1). No remuneration was paid, or expenses reimbursed to the trustees.

7. Inventory of Contents

There is currently no inventory of contents.

8. Staff cost

The average number of persons employed by the Charity during the year was 0 (2023 – 0)

9. Governance Cost

	2024	2023
	£	£
Independent examiners fee	1,140	1,140
Depreciation	19,559	19,559
	20,699	20,699

10. Tangible Assets

	Building	Total
	£	£
Cost or Valuation		
On 1 April 2023	195,589	195,589
Additions	-	-
On 31 March 2024	195,589	195,589
Depreciation		
On 1 April 2023	19,559	19,559
Charge for the year	19,559	19,559
On 31 March 2024	39,118	39,118
Carrying amount		
On 31 March 2023	176,030	176,030
On 31 March 2024	156,471	156,471

11. Fixed Asset Investment

	2023/24	2022/23
	£	£
Quoted Investments		
Market Value as at 1 April	966,366	1,016,237
Net Unrealised Gains/(Losses)	17,116	(49,871)
Market Value as at 31 March	983,482	966,366

Original Cost Value	531,513	531,513
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**THE HENRIETTA PARKER TRUST
YEAR ENDED 31 MARCH 2024**

NOTES TO THE ACCOUNTS (CONTINUED)

<u>12. Creditors: Amounts falling due within one year</u>	2023/24	2022/23
	£	£
Amount owed to Surrey County Council	71,687	77,266
Accruals	2,280	1,800
	<u>73,967</u>	<u>79,066</u>

13. Funds

<u>Restricted Funds</u>	Balance 01/04/2023	Surplus/(Deficit) For Year	Balance 31/03/2024
	£	£	£
Revenue Funds	96,964	(14,460)	82,504
	<u>96,964</u>	<u>(14,460)</u>	<u>82,504</u>

<u>Capital Funds</u>	Balance 01/04/2023	Unrealised Gain	Balance 31/03/2024
	£	£	£
Investment Funds	966,366	17,116	983,482
	<u>966,366</u>	<u>17,116</u>	<u>983,482</u>

14. Analysis of Net Assets between funds

	Restricted funds	Capital funds	Total funds
	£	£	£
HPT Workshops	156,471		156,471
Creditors due within one year	(73,967)		(73,967)
Investments		983,482	983,482
Total Funds	<u>82,504</u>	<u>983,482</u>	<u>1,065,986</u>

THE HENRIETTA PARKER TRUST
INDEPENDENT EXAMINATION MATTERS TO BE RAISED WITH THOSE
CHARGED WITH GOVERNANCE YEAR ENDED 31 MARCH 2024



DSK PARTNERS LLP
CHARTERED ACCOUNTANTS &
STATUTORY AUDITORS

Henrietta Parker Trust
Independent Examination matters to be raised with those
charged with governance Year ended 31 March 2024

Introduction

These notes are observations arising from our Independent Examination in respect of the financial statements for the year ended 31st March 2024. They provide an overview of matters for consideration by the trustees.

The objective of our Independent Examination is to allow us to report to the trustees on the truth and fairness of the financial statements and whether they have been prepared in alignment with appropriate accounting standards. We plan our procedures so that we have a reasonable expectation of detecting material misstatements in the financial statements and the underlying accounting records resulting from irregularities or fraud. During the planning of the Independent Examination, we document the underlying system of internal procedures and controls over maintaining accurate and reliable records.

It is the responsibility of the trustees to ensure, as far as possible, that accurate and reliable accounting records are maintained and to safeguard the assets of the charity by the adoption of appropriate systems and controls.

The focus of our work is on matters which could have a material impact on the financial statements and consequently our Independent Examination work is not designed to disclose all errors or weaknesses in controls that may exist.

Confidentiality

This report has been prepared for the sole use of the trustees of Henrietta Parker Trust. It is issued on the express understanding that it is used for this purpose only. It may not be disclosed to any other person without the prior written consent of DSK Partners LLP. No other person receiving this report should act in reliance upon its contents (which may be unsuitable for any purpose other than that for which it was prepared). Any person who, notwithstanding the foregoing, elects to place reliance upon this report does so at their own risk and DSK Partners LLP assumes no duty of care or other responsibility towards them.

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1. Qualitative aspects of Henrietta Parker Trust 's accounting practices and financial reporting
2. Letter of representation
3. Adjusted and Unadjusted misstatements
4. Expected modifications to the Independent Examination report
5. Material weaknesses in the accounting and internal control systems
6. Other matters required by Independent Examination standards to be communicated
7. Significant difficulties encountered during the Independent Examination
8. Other relevant matters relating to the Independent Examination

Henrietta Parker Trust
Independent Examination matters to be raised with those charged
with governance Year ended 31 March 2024

1. Qualitative aspects of Limited's accounting practices and financial reporting

We have no comments to make concerning these matters and believe that the accounting policies are appropriate and have been properly applied throughout the year.

2. Letter of representation

A draft of our proposed letter of representation is attached; We draw your attention to point 16; in other respects, the letter is routine.

3. Adjusted and Unadjusted misstatements

There are no adjusted and unadjusted misstatements, other than those that we consider to be trivial.

4. Expected modifications to the Independent Examination report

We do not propose any modifications to our Independent Examination opinion and hence will be issuing a clean Independent Examination report.

5. Material weaknesses in the accounting and internal control systems

6. We have not been able to identify any material weaknesses in the accounting and internal control systems and would like to point out that any weaknesses covered in this letter were discovered during our normal Independent Examination work, such work being undertaken primarily for the purpose of expressing our opinion on the financial statements of your companies. Our Independent Examination work did not include a detailed review of all aspects of your companies' systems and, for this reason; the contents of this letter do not necessarily include all weaknesses which might exist in your accounting systems.

7. Other matters required by Independent Examination standards to be communicated

There are no other matters that we are required by Independent Examination standards to communicate with you.

8. Significant difficulties encountered during the Independent Examination

We confirm that there were no significant difficulties encountered during the Independent Examination.

9. Other relevant matters relating to the Independent Examination

1. We did not encounter any significant difficulties during the Independent Examination and there are no significant findings from the Independent Examination to draw to your attention.
2. We have no comments to make concerning the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.

May we take this opportunity of thanking you and your staff for the assistance received and cooperation during the conduct of our Independent Examination.

Yours faithfully
For and on behalf of DSK Partnership LLP

Date: 22nd May 2026

THE HENRIETTA PARKER TRUST

England & Wales - Charity number 312094

Accounts



THE HENRIETTA PARKER TRUST
Charity Number: 312094

Annual Report and Accounts

Year Ended 31 March 2023

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THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Legal and Administrative Details

The principal address of the Charity is as follows:

The Henrietta Parker Trust
Molesey Henrietta Parker Adult Learning
Ray Road
West Molesey
Surrey KT8 2LG

The addresses of other relevant officials are as follows:

Representing the County Council as Trustees:

Councillor Clare Curran
Cabinet member for all age learners
Woodhatch Place
Reigate
RH2 8EF

Lead County Council Officers:

Francis Lawlor
Principal of Adult Learning
Surrey Adult Learning
Woking Adult Learning Centre
Hoebridge Close
Woking
GU22 9PE

Ms Anna D'Alessandro
Treasurer to the Charity
Corporate Finance Group
Surrey County Council
Woodhatch Place
Reigate
RH2 8EF

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Legal and Administrative Details

BlackRock Investment Management (UK) Limited
33 King William Street
London
EC4R 9AS

Independent Examiner
DSK Partners LLP
Chartered Accountants and Statutory Auditors
D S House
306 High Street
Croydon
Surrey
CR0 1NG

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Trustees' Report

Structure, Governance and Management

Surrey County Council (SCC) is responsible for managing and administering The Henrietta Parker Trust Fund (HPT), which is a registered charity (#312094).

The Charity is governed by a Scheme from the Charity Commissioners for England and Wales sealed on 1 February 1984.

'The Board' was set up early March 2016. It consists of:

County Council as Trustees:

Councillor Clare Curran, Cabinet Member for All Age Learning

County Council Lead Officers:

Francis Lawlor, Principal of Surrey Adult Learning

Phil Evans, Area Business Manager, North

Participation levels continue to recover post-Covid in all subjects apart from digital skills. This offer has been completely reviewed and restructured for September 2024 and early signs are that it is better meeting local need and so attracting learners. Managers continue to be ambitious to provide inclusive learning to enable Surrey residents access education with clear learning pathways. A wide range of courses continue to focus on widening participation by engaging with learners who are disadvantaged by having qualifications below a full Level 2 or no qualifications, who need to improve their skills to find employment or progress at work and those who are vulnerable.

In addition, a range of parenting skills courses have been developed specifically to meet the post-Covid need of parents/carers seeking strategies to better support their child to learn. The bespoke well-equipped workshop on the grounds of The Henrietta Parker Centre remains an asset in teaching practical skills.

Collaboration with external partners and stakeholders in the community continues to develop and this, together with varied and new targeted marketing strategies is raising the public awareness of the programme.

Governor Recruitment

The Governing body requires breadth and depth of experience to carry out its duties effectively and efficiently. When recruiting new trustees the important attribute is a passion for the work of Surrey Adult Learning and an understanding of adult education and the opportunities and challenges it presents. We advertise via relevant websites and locally through newspapers within Elmbridge and the surrounding area. We have links with officers and members of Elmbridge Borough Council. We also invite senior local community leaders to consider joining our Board. Where possible the Governors consider that the skills and experience of the Board should comprise the following:

- A Governor with an understanding of adult learning
- A Governor with an understanding of the issues and priorities within the local area
- A Governor with education experience

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

- A Governor with experience of equal opportunities or disability needs
- At least one female Governor and at least one male Governor
- A Governor from an ethnic minority background
- A Governor with senior managerial or business experience
- One Governor may have one or more of these skills.

The Governors are the charity trustees of the Henrietta Parker Trust. New Governors are appointed by the existing Board of Governors.

In addition, oversight of the Board is provided by the Surrey Adult Learning Board of Governors.

Restrictions to the operation of the Charity

Specific restrictions to the operation of the charity as specified by the Charity Commissioners are as follows:

Cash Investment

“Subject as hereinafter provided and to any further direction of the Charity Commissioners all sums of cash now or at any time belonging to the Charity, other than sums of cash needed for immediate working purposes, shall be invested in the name of the Official Custodian for Charities.”

Statement of Public Benefit

The County Council has paid due regard to the guidance on public benefit produced by the Charities Commission and are confident that the work of the charity meets all the criteria for public benefit.

Objectives, Organisation and Activity

The Charity is established to promote the education of the public by providing technical and manual instruction in the domestic sciences and allied subjects.

The Henrietta Trust fund dates from 1927 and was bequeathed for the funding, in Molesey, of a ‘School or Institution for technical and manual instruction in Cookery, Laundry Work and Hygiene’.

As to fees people were to be admitted ‘either without payment on specified terms, so that no preference is given to any person or class of person’.

It came to serve any adults (i.e. persons over the compulsory school age) who wished to learn from a curriculum defined as “Home and Family Studies” in the Molesey area. The current Henrietta Parker Centre was established when the former location in East Molesey had fallen into disrepair in the 1980’s. Trust fund monies were used to convert the former school accommodation into an adult learning centre.

In 1984 the scheme was amended and approved by the Charity Commission with the Object of the Charity to promote education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects, either free of charge or

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

payment of such reasonable fees that the Trustees may from time to time see fit. Henrietta Parker House was in West Molesey and the Charity Commission Order confirmed that SCC would provide premises for an adult education centre that, at the current Ray Road site, would be called the Henrietta Parker Centre.

Background

The Henrietta Parker Trust Fund supports the provision of learning for adults predominantly in Elmbridge, through the Molesey Adult Learning Centre (Henrietta Parker Centre). In addition, learning opportunities are being supported in a few other centres and community venues.

The Trust fund is used to support access to learning, to provide and improve facilities at the Centre and to promote and engage the local community in the learning programmes provided. While many courses are funded from a grant from the Education and Skills Funding Agency and the contribution made by learners through fees charged, there are many in the community who require further support in order to be able to access learning. The Trust is enabling this to happen.

Review of progress and achievements during 2022/23

During the 2022/23 academic year, there were 872 learners and 1,553 enrolments on courses administered by the Molesey (Henrietta Parker) Adult Learning Centre, up 24.4% and 23.5% on the previous year, respectively.

2022/23 learners at the Molesey Adult Learning Centre included:

- 56 attending discrete courses for those with learning difficulties and/or disabilities (LDD);
- 50 learning English for Speakers of Other Languages (ESOL);
- 49 studying mathematics maths GCSEs, Functional Skills and Stepping Stones;
- 35 learning how cook and prepare food;
- 60 improving their health and wellbeing on yoga, Tai Chi and Pilates classes;
- 52 on work skills and IT courses;
- 37 on our Passport to Wellbeing programme for learners with mild to moderate mental health conditions;
- 108 learning a foreign language such as French, Spanish or Italian; and
- 434 improving their art, craft and photography skills.

Nine learners took GCSE Mathematics exams in the summer of 2023 and all passed. Eight learners were awarded Functional Skills Mathematics qualifications. Fifteen were awarded Functional Skills Mathematics English.

The Henrietta Parker Trust (HPT) computing classes administered by Camberley, Farnham, Guildford, Molesey, Sunbury and Woking centres attracted 149 enrolments from 79 learners. 32 learners attended cookery classes, learning the essential skills to cook healthy meals from scratch. 17 attended garment making classes and learnt how to alter, repair and upcycle their clothes.

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Financial Review

The attached Financial Statement shows the position of the of the Trust Fund as at 31 March 2023

Interest earned on investments totalled £34,162.

Revenue spend in the 2022/23 financial year was £57,501, predominantly on the delivery of computing & cookery courses at the Henrietta Parker Centre. The estimate for governance costs is £1,140 and there has been no Capital expenditure incurred in 2022/23.

The total reserves of the charity as at 31 March 2023 are £1,082,889. The Reserves are split between a current surplus of £116,552 against the Restricted fund and Capital funds of £966,366. The market value of investments has decreased from £1,016,237 as at 31 March 2022 to £966,366 as at 31 March 2023.

Investment Policy

There is currently no formal Investment Policy of the Trustee.

The management board is working with the finance department to identify options on generating a higher return on the capital assets of the fund. In particular the monies currently held in a bank account that constitutes carried forward income.

Future Developments

Governance arrangements for the Trust have led to an increase in activity funded for residents in the community over the last two years. The current plans are to build on this work.

Responsibilities of the Trustees

The Charities Act 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 at the end of the year and of the incoming and outgoing resources for the year then ended.

In preparing those financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently, making judgements and estimates that are reasonable and prudent. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by Trustee Board on:

and signed on its behalf by:
Francis Lawlor

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
The Henrietta Parker Trust**

I report to the Trustees on my examination of the financial statements of The Henrietta Parker Trust (the Charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the Trustees of the Charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no 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 as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

Romit Basu FCA

DSK Partners LLP
D S House
306 High Street
Croydon
Surrey
CR0 1NG

Date:



THE HENRIETTA PARKER TRUST
ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2023

**Accounts prepared by ELLC Finance Team,
Surrey County Council, Woodhatch Place, Reigate, RH2 8EF**

THE HENRIETTA PARKER TRUST
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	Restricted Fund £	Capital Fund £	Total Funds 2022/23 £	Total Funds 2021/22 £
<u>Incoming Resources</u>				
Investment Income - Interest	34,162	-	34,162	30,996
Total Incoming Resources	34,162	-	34,162	30,996
<u>Resources Expended</u>				
Charitable activities:				
Education courses at Henrietta Parker Centre (<i>Note 4</i>)	57,501	-	57,501	74,173
Governance cost (<i>Note 5 & 9</i>)	20,699	-	20,699	1,740
Total Resources Expended	78,200	-	78,200	75,913
Net Incoming Resources Before Transfer				
Transfer Between Funds	-	-	-	-
Net Incoming Resources for the Year	(44,038)	-	(44,038)	(44,917)
<u>Other Recognised Gains And Losses:</u>				
Unrealised Gain / (Loss) on Investment Assets		(49,871)	(49,871)	26,821
Net Movement in Funds	(44,038)	(49,871)	(93,909)	(18,096)
Balances Brought Forward as at 1 April 2022	141,002	1,016,237	1,157,239	1,175,335
Balances Carried Forward as at 31 March 2023	96,964	966,366	1,063,330	1,157,239

**THE HENRIETTA PARKER TRUST
STATEMENT OF FINANCIAL POSITION**

AS AT 31 MARCH 2023

	2022/23	2021/22
	£	£
<u>Fixed Assets</u>		
Investments <i>(Note 2 & 12)</i>	1,016,237	989,416
Unrealised gain/ (loss)	(49,871)	26,821
HPT Workshops – contracts <i>(Note 10)</i>	176,030	195,589
	<u>1,142,396</u>	<u>1,211,826</u>
 <u>Current Assets</u>		
Cash at bank	(77,266)	(53,927)
 <u>Current Liabilities</u>		
Amounts falling due within one year <i>(Note 11)</i>	(1,800)	(660)
 <u>Net Assets</u>	<u>1,063,330</u>	<u>1,157,239</u>
 <u>Funds</u>		
Restricted Funds <i>(Note 13)</i>	96,964	141,002
Capital Funds <i>(Note 13)</i>	966,366	1,016,237
 Total Funds	<u>1,063,330</u>	<u>1,157,239</u>

And signed on its behalf by:

Councillor Julie Iles
Representing Surrey County Council as trustee

Date:

**THE HENRIETTA PARKER TRUST
NOTES TO THE ACCOUNTS**

YEAR ENDED 31 MARCH 2023

1. Accounting Policies

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

2. Investments and Reconciliation of Funds

All of the income of the charity can be applied under the terms of the trust deed. The investments can be allocated between two different funds: the Capital Fund which has the original capital invested; interest from these investments is placed in the Revenue Fund to meet costs in promoting the education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects.

The Capital fund are invested by our fund managers, BlackRock, in two pooled investment funds, Charinco and Charishare, which are specifically tailored to meet the needs of the smaller charity. The following tables are included as a requirement of the new reporting arrangements contained within the Statement of Recommended Practice

The balance held in cash as at 31 March 2023 by SCC is (£77,266).

Surrey County Council Finance in conjunction with 'The Board' are reviewing this balance, to ensure that any surpluses are invested or disbursed appropriately.

3. Proceeds from sales

No items were sold in this financial year.

4. Fixed Assets

Tangible assets are stated in the statement of financial position at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The cost of tangible assets includes directly attributable incremental costs incurred in their acquisition and installation.

Depreciation

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

Asset Class	Depreciation method and rate
Building	10% on cost

**THE HENRIETTA PARKER TRUST
NOTES TO THE ACCOUNTS**

YEAR ENDED 31 MARCH 2023

5. Running costs of The Henrietta Parker Trust

Running costs consist of the cost of the utilities, cleaning costs and the insurance of the property. These are currently met by Surrey County Council. £195,589 of this expenditure relates to Capital and a draw-down from the Capital fund is required in 2023-24.

6. Management and Administrative Costs

These costs relate to officers' time for the general and financial administration of the charity. These are currently met by Surrey County Council

The revised scheme proposes that:

“The Trustee shall first defray out of the income of the Charity all the proper costs, charges and expenses incidental to the administration and management of the Charity”.

7. Trustees Remuneration

No remuneration was paid, or expenses reimbursed to the trustees.

8. Inventory of Contents

There is currently no inventory of contents.

9. Governance Cost

	2023	2022
	£	£
Independent examiners fee	1,140	1,740
Depreciation	19,559	
Total	20,699	1,740

10. Tangible Assets

	Building	Total
	£	£
Cost or Valuation		
On 1 April 2022	195,589	195,589
Additions	-	-
On 31 March 2023	195,589	195,589
Depreciation		
On 1 April 2022	-	-
Charge for the year	19,559	19,559
On 31 March 2023	19,559	19,559
Carrying amount		
On 31 March 2023	176,030	176,030
On 31 March 2022	195,589	195,589

THE HENRIETTA PARKER TRUST
NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

11.	<u>Creditors: Amounts falling due within one year</u>		
		2023	2022
		£	£
	Accruals	1,800	660
	Total	1,800	660

**THE HENRIETTA PARKER TRUST
NOTES TO THE ACCOUNTS**

YEAR ENDED 31 MARCH 2023

THE HENRIETTA PARKER TRUST FUND (312094) FINAL ACCOUNTS 2022/23

12. Fixed Asset Investment

<u>Quoted Investments</u>	2022/23	2021/22
	£	£
Market Value as at 1 April 2022	1,016,237	989,416
Net Unrealised Gains/(Losses)	(49,871)	26,821
Market Value as at 31 March 2023	966,366	1,016,237
Original Cost	531,513	531,513

13. Restricted Fund

	Balance 01/04/2022	Surplus/(Deficit) For Year	Balance 31/03/2023
	£	£	£
Surrey County Council Amounts falling due within one year	141,002	(44,038)	96,964
Revenue Fund	141,002	(44,038)	96,964

	Balance 01/04/2022	Unrealised Gain	Balance 31/03/2023
	£	£	£
Capital Fund	1,016,237	(49,871)	966,366
Capital Fund	1,016,237	(49,871)	966,366

Analysis of Net Assets between funds

	Investments	Net Current Assets	Total
	£	£	£
Revenue Fund as at 31 March 2023	-	96,964	96,964
Capital Fund as at 31 March 2023	966,366	-	966,366
Total Funds	966,366	96,964	1,063,330



THE HENRIETTA PARKER TRUST
Charity Number: 312094

Annual Report and Accounts

Year Ended 31 March 2023

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Statement of Financial Position	13
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THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Legal and Administrative Details

The principal address of the Charity is as follows:

The Henrietta Parker Trust
Molesey Henrietta Parker Adult Learning
Ray Road
West Molesey
Surrey KT8 2LG

The addresses of other relevant officials are as follows:

Representing the County Council as Trustees:

Councillor Clare Curran
Cabinet member for all age learners
Woodhatch Place
Reigate
RH2 8EF

Lead County Council Officers:

Francis Lawlor
Principal of Adult Learning
Surrey Adult Learning
Woking Adult Learning Centre
Hoebridge Close
Woking
GU22 9PE

Ms Anna D'Alessandro
Treasurer to the Charity
Corporate Finance Group
Surrey County Council
Woodhatch Place
Reigate
RH2 8EF

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Legal and Administrative Details

BlackRock Investment Management (UK) Limited
33 King William Street
London
EC4R 9AS

Independent Examiner
DSK Partners LLP
Chartered Accountants and Statutory Auditors
D S House
306 High Street
Croydon
Surrey
CR0 1NG

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Trustees' Report

Structure, Governance and Management

Surrey County Council (SCC) is responsible for managing and administering The Henrietta Parker Trust Fund (HPT), which is a registered charity (#312094).

The Charity is governed by a Scheme from the Charity Commissioners for England and Wales sealed on 1 February 1984.

'The Board' was set up early March 2016. It consists of:

County Council as Trustees:

Councillor Clare Curran, Cabinet Member for All Age Learning

County Council Lead Officers:

Francis Lawlor, Principal of Surrey Adult Learning

Phil Evans, Area Business Manager, North

Participation levels continue to recover post-Covid in all subjects apart from digital skills. This offer has been completely reviewed and restructured for September 2024 and early signs are that it is better meeting local need and so attracting learners. Managers continue to be ambitious to provide inclusive learning to enable Surrey residents access education with clear learning pathways. A wide range of courses continue to focus on widening participation by engaging with learners who are disadvantaged by having qualifications below a full Level 2 or no qualifications, who need to improve their skills to find employment or progress at work and those who are vulnerable.

In addition, a range of parenting skills courses have been developed specifically to meet the post-Covid need of parents/carers seeking strategies to better support their child to learn. The bespoke well-equipped workshop on the grounds of The Henrietta Parker Centre remains an asset in teaching practical skills.

Collaboration with external partners and stakeholders in the community continues to develop and this, together with varied and new targeted marketing strategies is raising the public awareness of the programme.

Governor Recruitment

The Governing body requires breadth and depth of experience to carry out its duties effectively and efficiently. When recruiting new trustees the important attribute is a passion for the work of Surrey Adult Learning and an understanding of adult education and the opportunities and challenges it presents. We advertise via relevant websites and locally through newspapers within Elmbridge and the surrounding area. We have links with officers and members of Elmbridge Borough Council. We also invite senior local community leaders to consider joining our Board. Where possible the Governors consider that the skills and experience of the Board should comprise the following:

- A Governor with an understanding of adult learning
- A Governor with an understanding of the issues and priorities within the local area
- A Governor with education experience

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

- A Governor with experience of equal opportunities or disability needs
- At least one female Governor and at least one male Governor
- A Governor from an ethnic minority background
- A Governor with senior managerial or business experience
- One Governor may have one or more of these skills.

The Governors are the charity trustees of the Henrietta Parker Trust. New Governors are appointed by the existing Board of Governors.

In addition, oversight of the Board is provided by the Surrey Adult Learning Board of Governors.

Restrictions to the operation of the Charity

Specific restrictions to the operation of the charity as specified by the Charity Commissioners are as follows:

Cash Investment

“Subject as hereinafter provided and to any further direction of the Charity Commissioners all sums of cash now or at any time belonging to the Charity, other than sums of cash needed for immediate working purposes, shall be invested in the name of the Official Custodian for Charities.”

Statement of Public Benefit

The County Council has paid due regard to the guidance on public benefit produced by the Charities Commission and are confident that the work of the charity meets all the criteria for public benefit.

Objectives, Organisation and Activity

The Charity is established to promote the education of the public by providing technical and manual instruction in the domestic sciences and allied subjects.

The Henrietta Trust fund dates from 1927 and was bequeathed for the funding, in Molesey, of a ‘School or Institution for technical and manual instruction in Cookery, Laundry Work and Hygiene’.

As to fees people were to be admitted ‘either without payment on specified terms, so that no preference is given to any person or class of person’.

It came to serve any adults (i.e. persons over the compulsory school age) who wished to learn from a curriculum defined as “Home and Family Studies” in the Molesey area. The current Henrietta Parker Centre was established when the former location in East Molesey had fallen into disrepair in the 1980’s. Trust fund monies were used to convert the former school accommodation into an adult learning centre.

In 1984 the scheme was amended and approved by the Charity Commission with the Object of the Charity to promote education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects, either free of charge or

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

payment of such reasonable fees that the Trustees may from time to time see fit. Henrietta Parker House was in West Molesey and the Charity Commission Order confirmed that SCC would provide premises for an adult education centre that, at the current Ray Road site, would be called the Henrietta Parker Centre.

Background

The Henrietta Parker Trust Fund supports the provision of learning for adults predominantly in Elmbridge, through the Molesey Adult Learning Centre (Henrietta Parker Centre). In addition, learning opportunities are being supported in a few other centres and community venues.

The Trust fund is used to support access to learning, to provide and improve facilities at the Centre and to promote and engage the local community in the learning programmes provided. While many courses are funded from a grant from the Education and Skills Funding Agency and the contribution made by learners through fees charged, there are many in the community who require further support in order to be able to access learning. The Trust is enabling this to happen.

Review of progress and achievements during 2022/23

During the 2022/23 academic year, there were 872 learners and 1,553 enrolments on courses administered by the Molesey (Henrietta Parker) Adult Learning Centre, up 24.4% and 23.5% on the previous year, respectively.

2022/23 learners at the Molesey Adult Learning Centre included:

- 56 attending discrete courses for those with learning difficulties and/or disabilities (LDD);
- 50 learning English for Speakers of Other Languages (ESOL);
- 49 studying mathematics maths GCSEs, Functional Skills and Stepping Stones;
- 35 learning how cook and prepare food;
- 60 improving their health and wellbeing on yoga, Tai Chi and Pilates classes;
- 52 on work skills and IT courses;
- 37 on our Passport to Wellbeing programme for learners with mild to moderate mental health conditions;
- 108 learning a foreign language such as French, Spanish or Italian; and
- 434 improving their art, craft and photography skills.

Nine learners took GCSE Mathematics exams in the summer of 2023 and all passed. Eight learners were awarded Functional Skills Mathematics qualifications. Fifteen were awarded Functional Skills Mathematics English.

The Henrietta Parker Trust (HPT) computing classes administered by Camberley, Farnham, Guildford, Molesey, Sunbury and Woking centres attracted 149 enrolments from 79 learners. 32 learners attended cookery classes, learning the essential skills to cook healthy meals from scratch. 17 attended garment making classes and learnt how to alter, repair and upcycle their clothes.

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

Financial Review

The attached Financial Statement shows the position of the of the Trust Fund as at 31 March 2023

Interest earned on investments totalled £34,162.

Revenue spend in the 2022/23 financial year was £57,501, predominantly on the delivery of computing & cookery courses at the Henrietta Parker Centre. The estimate for governance costs is £1,140 and there has been no Capital expenditure incurred in 2022/23.

The total reserves of the charity as at 31 March 2023 are £1,082,889. The Reserves are split between a current surplus of £116,552 against the Restricted fund and Capital funds of £966,366. The market value of investments has decreased from £1,016,237 as at 31 March 2022 to £966,366 as at 31 March 2023.

Investment Policy

There is currently no formal Investment Policy of the Trustee.

The management board is working with the finance department to identify options on generating a higher return on the capital assets of the fund. In particular the monies currently held in a bank account that constitutes carried forward income.

Future Developments

Governance arrangements for the Trust have led to an increase in activity funded for residents in the community over the last two years. The current plans are to build on this work.

Responsibilities of the Trustees

The Charities Act 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 at the end of the year and of the incoming and outgoing resources for the year then ended.

In preparing those financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently, making judgements and estimates that are reasonable and prudent. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

THE HENRIETTA PARKER TRUST
Charity Registration No. 312094

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by Trustee Board on:

and signed on its behalf by:
Francis Lawlor

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
The Henrietta Parker Trust**

I report to the Trustees on my examination of the financial statements of The Henrietta Parker Trust (the Charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the Trustees of the Charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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I have completed my examination. I confirm that no 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 as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

Romit Basu FCA

DSK Partners LLP
D S House
306 High Street
Croydon
Surrey
CR0 1NG

Date:



THE HENRIETTA PARKER TRUST
ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2023

**Accounts prepared by ELLC Finance Team,
Surrey County Council, Woodhatch Place, Reigate, RH2 8EF**

THE HENRIETTA PARKER TRUST
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	Restricted Fund £	Capital Fund £	Total Funds 2022/23 £	Total Funds 2021/22 £
<u>Incoming Resources</u>				
Investment Income - Interest	34,162	-	34,162	30,996
Total Incoming Resources	34,162	-	34,162	30,996
<u>Resources Expended</u>				
Charitable activities:				
Education courses at Henrietta Parker Centre (Note 4)	57,501	-	57,501	74,173
Governance cost (Note 5 & 9)	20,699	-	20,699	1,740
Total Resources Expended	78,200	-	78,200	75,913
Net Incoming Resources Before Transfer				
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Net Incoming Resources for the Year	(44,038)	-	(44,038)	(44,917)
<u>Other Recognised Gains And Losses:</u>				
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**THE HENRIETTA PARKER TRUST
STATEMENT OF FINANCIAL POSITION**

AS AT 31 MARCH 2023

	2022/23	2021/22
	£	£
<u>Fixed Assets</u>		
Investments <i>(Note 2 & 12)</i>	1,016,237	989,416
Unrealised gain/ (loss)	(49,871)	26,821
HPT Workshops – contracts <i>(Note 10)</i>	176,030	195,589
	<u>1,142,396</u>	<u>1,211,826</u>
 <u>Current Assets</u>		
Cash at bank	(77,266)	(53,927)
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And signed on its behalf by:

Councillor Julie Iles
Representing Surrey County Council as trustee

Date:

**THE HENRIETTA PARKER TRUST
NOTES TO THE ACCOUNTS**

YEAR ENDED 31 MARCH 2023

1. Accounting Policies

Basis of preparing the financial statements

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**THE HENRIETTA PARKER TRUST
NOTES TO THE ACCOUNTS**

YEAR ENDED 31 MARCH 2023

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	Building	Total
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On 1 April 2022	195,589	195,589
Additions	-	-
On 31 March 2023	195,589	195,589
Depreciation		
On 1 April 2022	-	-
Charge for the year	19,559	19,559
On 31 March 2023	19,559	19,559
Carrying amount		
On 31 March 2023	176,030	176,030
On 31 March 2022	195,589	195,589

**THE HENRIETTA PARKER TRUST
NOTES TO THE ACCOUNTS**

YEAR ENDED 31 MARCH 2023

11.	<u>Creditors: Amounts falling due within one year</u>		
		2023	2022
		£	£
	Accruals	1,800	660
	Total	1,800	660

**THE HENRIETTA PARKER TRUST
NOTES TO THE ACCOUNTS**

YEAR ENDED 31 MARCH 2023

THE HENRIETTA PARKER TRUST FUND (312094) FINAL ACCOUNTS 2022/23

12. Fixed Asset Investment

<u>Quoted Investments</u>	2022/23	2021/22
	£	£
Market Value as at 1 April 2022	1,016,237	989,416
Net Unrealised Gains/(Losses)	(49,871)	26,821
Market Value as at 31 March 2023	966,366	1,016,237
Original Cost	531,513	531,513

13. Restricted Fund

	Balance 01/04/2022	Surplus/(Deficit) For Year	Balance 31/03/2023
	£	£	£
Surrey County Council Amounts falling due within one year	141,002	(44,038)	96,964
Revenue Fund	141,002	(44,038)	96,964

	Balance 01/04/2022	Unrealised Gain	Balance 31/03/2023
	£	£	£
Capital Fund	1,016,237	(49,871)	966,366
Capital Fund	1,016,237	(49,871)	966,366

Analysis of Net Assets between funds

	Investments	Net Current Assets	Total
	£	£	£
Revenue Fund as at 31 March 2023	-	96,964	96,964
Capital Fund as at 31 March 2023	966,366	-	966,366
Total Funds	966,366	96,964	1,063,330



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163 Herne Hill, London, SE24 9LR

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THE HENRIETTA PARKER TRUST

INDEPENDENT EXAMINATION MATTERS TO BE RAISED WITH THOSE

CHARGED WITH GOVERNANCE YEAR ENDED 31 MARCH 2023



DSK PARTNERS LLP
CHARTERED ACCOUNTANTS &
STATUTORY AUDITORS



CHARTERED ACCOUNTANTS • BUSINESS ADVISORS • STATUTORY AUDITORS • CHARTERED TAX ADVISORS

Registered to carry on Audit work in the UK and regulated for a range of investment business activities by the Institute of Chartered Accountants in England & Wales. Registered with the Chartered Institute of Taxation as a firm of Chartered Tax Advisers. DSK is the trading name of DSK Partners LLP, which is a Limited Liability Partnership and is registered in England and Wales under registered number OC425238. A list of Partners is available for inspection at the registered office. Registered office: D S House, 306 High Street, Croydon, Surrey CR0 1NG.



Henrietta Parker Trust
Independent Examination matters to be raised with those
charged with governance Year ended 31 March 2023

Introduction

These notes are observations arising from our Independent Examination in respect of the financial statements for the year ended 31st March 2023. They provide an overview of matters for consideration by the trustees.

The objective of our Independent Examination is to allow us to report to the trustees on the truth and fairness of the financial statements and whether they have been prepared in alignment with appropriate accounting standards. We plan our procedures so that we have a reasonable expectation of detecting material misstatements in the financial statements and the underlying accounting records resulting from irregularities or fraud. During the planning of the Independent Examination, we document the underlying system of internal procedures and controls over maintaining accurate and reliable records.

It is the responsibility of the trustees to ensure, as far as possible, that accurate and reliable accounting records are maintained and to safeguard the assets of the charity by the adoption of appropriate systems and controls.

The focus of our work is on matters which could have a material impact on the financial statements and consequently our Independent Examination work is not designed to disclose all errors or weaknesses in controls that may exist.

Confidentiality

This report has been prepared for the sole use of the trustees of Henrietta Parker Trust. It is issued on the express understanding that it is used for this purpose only. It may not be disclosed to any other person without the prior written consent of DSK Partners LLP. No other person receiving this report should act in reliance upon its contents (which may be unsuitable for any purpose other than that for which it was prepared). Any person who, notwithstanding the foregoing, elects to place reliance upon this report does so at their own risk and DSK Partners LLP assumes no duty of care or other responsibility towards them.

Index

1. Qualitative aspects of Henrietta Parker Trust 's accounting practices and financial reporting
2. Letter of representation
3. Adjusted and Unadjusted misstatements
4. Expected modifications to the Independent Examination report
5. Material weaknesses in the accounting and internal control systems
6. Other matters required by Independent Examination standards to be communicated
7. Significant difficulties encountered during the Independent Examination
8. Other relevant matters relating to the Independent Examination

Henrietta Parker Trust
Independent Examination matters to be raised with those
charged with governance Year ended 31 March 2023

1. Qualitative aspects of Henrietta Parker Trust 's accounting practices and financial reporting

We have no comments to make concerning these matters and believe that the accounting policies are appropriate and have been properly applied throughout the year.

2. Letter of representation

A draft of our proposed letter of representation is attached; We draw your attention to point 8, 9, 14, 15, 16 and 18; in other respects, the letter is routine.

3. Adjusted and Unadjusted misstatements

There are no unadjusted misstatements in the financial statements, other than those that we consider to be trivial. The list of adjusted misstatements has been attached. Refer Annexure 1.

4. Expected modifications to the Independent Examination report

We do not propose any modifications to our Independent Examination opinion and hence will be issuing a clean Independent Examination report.

5. Material weaknesses in the accounting and internal control systems

We have not been able to identify any material weaknesses in the accounting and internal control systems and would like to point out that any weaknesses covered in this letter were discovered during our normal Independent Examination work, such work being undertaken primarily for the purpose of expressing our opinion on the financial statements of your companies. Our Independent Examination work did not include a detailed review of all aspects of your companies' systems and, for this reason; the contents of this letter do not necessarily include all weaknesses which might exist in your accounting systems.

6. Other matters required by Independent Examination standards to be communicated

There are no other matters that we are required by Independent Examination standards to communicate with you.

7. Significant difficulties encountered during the Independent Examination

We confirm that there were no significant difficulties encountered during the Independent Examination.

8. Other relevant matters relating to the Independent Examination

1. We did not encounter any significant difficulties during the Independent Examination and there are no significant findings from the Independent Examination to draw to your attention.
2. We have no comments to make concerning the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.

May we take this opportunity of thanking you and your staff for the assistance received and cooperation during the conduct of our Independent Examination.

Yours faithfully



Romit Basu (FCA)
For and on behalf of DSK Partners LLP

Annexure – 1 : List of Adjusted Misstatements:

Sr. No.	Account	Debit	Credit
1	Cash at Bank		194,929.00
	HPT Workshop - contracts	195,589.00	
	Amounts falls due within one year		660.00
	<i>Being HPT Contracts and Accruals corrected</i>		
2	Accountancy Fees	1,140.00	
	Accruals		1,140.00
	<i>Being current year accruals recorded</i>		
3	Depreciation	19,558.90	
	HPT Workshop - contracts		19,558.90
	<i>Being depreciation charged for the year</i>		
	Total	216,287.90	216,287.90

THE HENRIETTA PARKER TRUST

England & Wales - Charity number 312094

Accounts



HENRIETTA PARKER TRUST
Charity Number: 312094

Annual Report and Accounts

Year Ended 31 March 2022

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Statement of Financial Position as at 31 March 2022	14
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HENRIETTA PARKER TRUST
Charity Registration No. 312094

Legal and Administrative Details

The principal address of the Charity is as follows:

Henrietta Parker Trust
Molesey Henrietta Parker Adult Learning
Ray Road
West Molesey
Surrey KT8 2LG

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Councillor Julie Iles
Cabinet Member for All-Age Learning
Woodhatch Place
Reigate
RH2 8EF

Lead County Council Officers:

Francis Lawlor
Service Principal Surrey Adult Learning
Woking Adult Learning Centre
Hoebridge Close
Woking
GU22 9PE

Ms Anna D'Alessandro
Treasurer to the Charity
Corporate Finance Group
Surrey County Council
Woodhatch Place
Reigate
RH2 8EF

HENRIETTA PARKER TRUST
Charity Registration No. 312094

Legal and Administrative Details

BlackRock Investment Management (UK) Limited
33 King William Street
London
EC4R 9AS

Independent Examiner
DSK Partners LLP
Chartered Accountants and Statutory Auditors
D S House
306 High Street
Croydon,
Surrey
CR0 1NG

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Surrey County Council (SCC) is responsible for managing and administering the Henrietta Parker Trust Fund (HPT), which is a registered charity (#312094).

The Charity is governed by a Scheme from the Charity Commissioners for England and Wales sealed on 1 February 1984.

'The Board' was set up early March 2016. It consists of:

County Council as Trustee:

Councillor Julie Iles, Cabinet Member for All-Age Learning (Chair of the HPT)

County Council Lead Officers:

Ian Burrows, Elmbridge Borough Council

Francis Lawlor, Principal Surrey Adult Learning

Following the formation of the new management board in 2017, there was a major up-turn in the level of activity. Participation did fall during COVID lockdown, but participation levels at the Henrietta Parker and other adult learning centres is recovering and the programme offer has developed further during 2021/22. The offer of subsidised computing courses has been extended to include other centres because of increased demand. Other projects (e.g. website development) continue, and new projects are in the pipeline (e.g. Cookery at Woking). Additionally, there continues to be an increased focus on developing the 'Passport to Wellbeing' programme for adults recovering from mild to moderate mental health difficulties.

The profile of the programme continues to be raised through varied and new marketing strategies and the commitment and increased awareness of staff.

The project to build a workshop on the grounds of the Henrietta Parker Centre to enable DIY skills to be delivered completed towards the end of 2021. Local communities have used the workshop for woodwork and to teach individuals with learning difficulties. The workshop has been equipped with woodworking desks and tooling to enable delivery of practical teaching and learning.

A key objective for the next year is to work with local community groups and local businesses to attract more male residents to use the workshop, to engage in learning and to reduce isolation and loneliness.

HENRIETTA PARKER TRUST
Charity Registration No. 312094

Restrictions to the operation of the Charity

Specific restrictions to the operation of the charity as specified by the Charity Commissioners are as follows:

Cash Investment

“Subject as hereinafter provided and to any further direction of the Charity Commissioners all sums of cash now or at any time belonging to the Charity, other than sums of cash needed for immediate working purposes, shall be invested in the name of the Official Custodian for Charities.”

Annual Report for the year to 31 March 2022

Statement of Public Benefit

The County Council has paid due regard to the guidance on public benefit produced by the Charities Commission and are confident that the work of the charity meets all the criteria for public benefit.

Objectives, Organisation and Activity

The Charity is established to promote the education of the public by providing technical and manual instruction in the domestic sciences and allied subjects.

The Henrietta Trust fund dates from 1927 and was bequeathed for the funding, in Molesey, of a ‘School or Institution for technical and manual instruction in Cookery, Laundry Work and Hygiene’.

As to fees people were to be admitted ‘either without payment on specified terms, so that no preference is given to any person or class of person’.

It came to serve any adults (i.e. persons over the compulsory school age) who wished to learn from a curriculum defined as “Home and Family Studies” in the Molesey area. The current Henrietta Parker Centre was established when the former location in East Molesey had fallen into disrepair in the 1980’s. Trust fund monies were used to convert the former school accommodation into an adult learning centre.

In 1984 the scheme was amended and approved by the Charity Commission with the Object of the Charity to promote education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects, either free of charge or payment of such reasonable fees that the Trustees may from time to time see fit. Henrietta Parker House was in West Molesey and the Charity Commission Order confirmed that SCC would provide premises for an adult education centre that, at the current Ray Road site, would be called the Henrietta Parker Centre.

HENRIETTA PARKER TRUST

Charity Registration No. 312094

Annual Report for the year to 31 March 2022 (continued)

Background

The Henrietta Parker Trust Fund supports the provision of learning for adults predominantly in Elmbridge, through the Molesey Adult Learning Centre (Henrietta Parker Centre). In addition, learning opportunities are being supported in a few other centres and community venues.

The Trust fund is used to support access to learning, to provide and improve facilities at the Centre and to promote and engage the local community in the learning programmes provided. While many courses are funded from a grant from the Education and Skills Funding Agency and the contribution made by learners through fees charged, there are many in the community who require further support in order to be able to access learning. The Trust is enabling this to happen.

Review of progress and achievements during 2021/22

During the 2021/22 academic year, there were 701 learners and 1,257 enrolments on courses administered by the Molesey (Henrietta Parker) Adult Learning Centre. Learners and enrolments were up 43% and 49% respectively on the previous year (when participation was affected due to Coronavirus (COVID-19)).

2012/22 learners at the Molesey Adult Learning Centre included:

- 53 attending discrete courses for those with learning difficulties and/or disabilities (LDD);
- 51 learning English for Speakers of Other Languages (ESOL);
- 19 studying mathematics maths GCSEs, Functional Skills and Stepping Stones;
- 30 learning how to cook and prepare food;
- 52 improving their health and wellbeing on yoda, Tai Chi and Pilates classes;
- 60 on work skills and IT courses;
- 24 on our Passport to Wellbeing programme for learners with mild to moderate mental health conditions;
- 70 learning a foreign language such as French, Spanish or Italian; and
- 359 improving their art, craft and photography skills.

Six learners took GCSE Mathematics exams in the summer of 2022 and all passed. Eight learners attending Functional Skills Mathematics successfully achieved their qualifications. Four learners were awarded the new Essential Digital Skills Qualifications (EDSQ).

Henrietta Parker Trust (HPT) computing classes administered by Camberley, Farnham, Guildford, Molesey, Sunbury and Woking centres attracted 307 enrolments from 190 learners. 42 learners attended cookery classes, learning the essential skills to cook healthy meals from scratch. 31 attended garment making classes and learnt how to alter, repair and upcycle their clothes.

HENRIETTA PARKER TRUST
Charity Registration No. 312094

Annual Report for the year to 31 March 2022 (continued)

Progress has been seen within the Passport to Wellbeing provision which was identified as an area for development and work continues to increase this further in the forthcoming year, building more partnerships with local charities and identifying local communities where this provision can be introduced. Family Learning has suffered somewhat from the closure and restructure surrounding children's centres. However, work continues to rebuild links and this will continue to be an area for development in the next year.

HENRIETTA PARKER TRUST
Charity Registration No. 312094

Financial Review

The attached Financial Statement shows the position of the of the Trust Fund as at 31 March 2022

Interest earned on investments totalled £30,996.

Revenue spend in the 2021/22 financial year was £74,173, predominantly on the delivery of computing & cookery courses at the Henrietta Parker Centre. The estimate for governance costs is £1,740 and Capital expenditure of £195,589 relating to the HPT Shed Project has also been incurred in 2021/22.

The total reserves of the charity as at 31 March 2022 are £1,157,239. The Reserves are split between a current Surplus of £141,002 against the Restricted fund and Capital funds of £1,016,237. The market value of investments has increased from £989,416 as at 31 March 2021 to £1,016,237 as at 31 March 2022.

Investment Policy

There is currently no formal Investment Policy of the Trustee.

The management board is working with the finance department to identify options on generating a higher return on the capital assets of the fund. In particular the monies currently held in a bank account that constitutes carried forward income.

Future Developments

Governance arrangements for the Trust have led to an increase in activity funded for residents in the community over the last two years. The current plans are to build on this work.

Responsibilities of the Trustees

The Charities Act 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 at the end of the year and of the incoming and outgoing resources for the year then ended.

In preparing those financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently, making judgements and estimates that are reasonable and prudent. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

HENRIETTA PARKER TRUST
Charity Registration No. 312094

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by Trustee Board on:

and signed on its behalf by:
Francis Lawlor

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
Henrietta Parker Trust**

I report to the trustees on my examination of the accounts of Henrietta Parker Trust for the year ended 31 March 2022, which are set out on pages thirteen to seventeen.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trustee'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 2011 Act.

Independent examiner's statement

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 Trust 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.

Romit Basu FCA
DSK Partners LLP
Chartered Accountants and Statutory Auditors
D S House
306 High Street
Croydon,
Surrey
CR0 1NG

Date:



HENRIETTA PARKER TRUST
ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2022

**Accounts prepared by ELLC Finance Team,
Surrey County Council, Woodhatch Place, Reigate, RH2 8EF**

HENRIETTA PARKER TRUST
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR
ENDED 31 MARCH 2022

	Restricted Fund £	Capital Fund £	Total Funds 2021/22 £	Total Funds 2020/21 £
<u>Incoming Resources</u>				
Investment Income - Interest	30,996	-	30,996	32,289
Total Incoming Resources	30,996	-	30,996	32,289
<u>Resources Expended</u>				
Charitable activities:				
Education courses at Henrietta Parker Centre (<i>Note 4</i>)	74,173	-	74,173	129,000
Governance cost (<i>Note 5</i>)	1,740	-	1,740	660
Total Resources Expended	75,913	-	75,913	129,660
Net Incoming Resources Before Transfer				
Transfer Between Funds	-	-	-	-
Net Incoming Resources for the Year	(44,917)	-	(44,917)	(97,371)
<u>Other Recognised Gains And Losses:</u>				
Unrealised Gain / (Loss) on Investment Assets		26,821	26,821	124,597
Net Movement in Funds	(44,917)	26,821	(18,096)	27,226
Balances Brought Forward as at 1 April 2021	185,919	989,416	1,175,335	1,148,109
Balances Carried Forward as at 31 March 2022	141,002	1,016,237	1,157,239	1,175,335

HENRIETTA PARKER TRUST
STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2022

	2021/22 £	2020/21 £
<u>Fixed Assets</u>		
Investments (<i>Note 2 & 9</i>)	989,416	864,819
Unrealised Gain / (Loss) on Investment Assets (<i>Note 2 & 9</i>)	26,821	124,597
HPT Workshop - Contracts	195,589	-
	1,211,826	989,416
 <u>Current Assets</u>		
Cash at bank	(53,927)	186,579
 <u>Current Liabilities</u>		
Amounts falling due within one year (<i>Note 8</i>)	(660)	(660)
<u>Net Assets</u>	1,157,239	1,175,335
 <u>Funds</u>		
Restricted Funds (<i>Note 2 & 10</i>)	141,002	185,919
Capital Funds (<i>Note 2 & 10</i>)	1,016,237	989,416
Total Funds	1,157,239	1,175,335

And signed on its behalf by:

Councillor Julie Iles
Representing Surrey County Council as trustee

Date:

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2022

1. Accounting Policies

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP FRS 102 'Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

2. Investments and Reconciliation of Funds

All of the income of the charity can be applied under the terms of the trust deed. The investments can be allocated between two different funds: the Capital Fund which has the original capital invested; interest from these investments is placed in the Revenue Fund to meet costs in promoting the education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects.

The Capital fund are invested by our fund managers, BlackRock, in two pooled investment funds, Charinco and Charishare, which are specifically tailored to meet the needs of the smaller charity. The following tables are included as a requirement of the new reporting arrangements contained within the Statement of Recommended Practice

The balance held in cash as at 31 March 2022 by SCC is (£53,927).

Surrey County Council Finance in conjunction with 'The Board' are reviewing this balance, to ensure that any surpluses are invested or disbursed appropriately.

3. Proceeds from sales

No items were sold in this financial year.

4. Running costs of Henrietta Parker Trust

Running costs consist of the cost of the utilities, cleaning costs and the insurance of the property. These are currently met by Surrey County Council. £195,589 of this expenditure relates to Capital and a draw-down from the Capital fund is required in 22-23.

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2022

5. Management and Administrative Costs

These costs relate to officers' time for the general and financial administration of the charity. These are currently met by Surrey County Council

The revised scheme proposes that:

“The Trustee shall first defray out of the income of the Charity all the proper costs, charges and expenses incidental to the administration and management of the Charity”

6. Trustees Remuneration

No remuneration was paid, or expenses reimbursed to the trustees.

7. Inventory of Contents

There is currently no inventory of contents.

8. Creditors: Amounts falling due within one year

	2022	2021
	£	£
Accruals	<u>660</u>	<u>660</u>
	<u>660</u>	<u>660</u>

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2022

HENRIETTA PARKER TRUST FUND (312094) FINAL ACCOUNTS 2021/22

9. Fixed Assets

Quoted Investments

	2021/22	2020/21
	£	£
Market Value as at 1 April 2021	989,416	864,819
Net Unrealised Gains/(Losses)	26,821	124,597
Market Value as at 31 March 2022	1,016,237	989,416
 Original Cost	 531,513	 531,513

10. Restricted Fund

	Balance	Surplus/(Deficit)	Balance
	01/04/2021	For Year	31/03/2022
	£	£	£
Surrey County Council	185,919	(44,917)	141,002
Amounts falling due within one year			
Revenue Fund	185,919	(44,917)	141,002

	Balance	Unrealised	Balance
	01/04/2021	Gain	31/03/2022
	£	£	£
Capital Fund	989,416	26,821	1,016,237

Analysis of Net Assets between funds

	Investments	Other assets	Total
	£	£	£
Revenue Fund as at 31 March 2022	-	141,002	141,002
Capital Fund as at 31 March 2022	1,016,237	-	1,016,237
Total Funds	1,016,237	141,002	1,157,239



HENRIETTA PARKER TRUST
Charity Number: 312094

Annual Report and Accounts

Year Ended 31 March 2022

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Woking Adult Learning Centre
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Ms Anna D'Alessandro
Treasurer to the Charity
Corporate Finance Group
Surrey County Council
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BlackRock Investment Management (UK) Limited
33 King William Street
London
EC4R 9AS

Independent Examiner
DSK Partners LLP
Chartered Accountants and Statutory Auditors
D S House
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Croydon,
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Annual Report for the year to 31 March 2022

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Objectives, Organisation and Activity

The Charity is established to promote the education of the public by providing technical and manual instruction in the domestic sciences and allied subjects.

The Henrietta Trust fund dates from 1927 and was bequeathed for the funding, in Molesey, of a ‘School or Institution for technical and manual instruction in Cookery, Laundry Work and Hygiene’.

As to fees people were to be admitted ‘either without payment on specified terms, so that no preference is given to any person or class of person’.

It came to serve any adults (i.e. persons over the compulsory school age) who wished to learn from a curriculum defined as “Home and Family Studies” in the Molesey area. The current Henrietta Parker Centre was established when the former location in East Molesey had fallen into disrepair in the 1980’s. Trust fund monies were used to convert the former school accommodation into an adult learning centre.

In 1984 the scheme was amended and approved by the Charity Commission with the Object of the Charity to promote education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects, either free of charge or payment of such reasonable fees that the Trustees may from time to time see fit. Henrietta Parker House was in West Molesey and the Charity Commission Order confirmed that SCC would provide premises for an adult education centre that, at the current Ray Road site, would be called the Henrietta Parker Centre.

HENRIETTA PARKER TRUST

Charity Registration No. 312094

Annual Report for the year to 31 March 2022 (continued)

Background

The Henrietta Parker Trust Fund supports the provision of learning for adults predominantly in Elmbridge, through the Molesey Adult Learning Centre (Henrietta Parker Centre). In addition, learning opportunities are being supported in a few other centres and community venues.

The Trust fund is used to support access to learning, to provide and improve facilities at the Centre and to promote and engage the local community in the learning programmes provided. While many courses are funded from a grant from the Education and Skills Funding Agency and the contribution made by learners through fees charged, there are many in the community who require further support in order to be able to access learning. The Trust is enabling this to happen.

Review of progress and achievements during 2021/22

During the 2021/22 academic year, there were 701 learners and 1,257 enrolments on courses administered by the Molesey (Henrietta Parker) Adult Learning Centre. Learners and enrolments were up 43% and 49% respectively on the previous year (when participation was affected due to Coronavirus (COVID-19)).

2012/22 learners at the Molesey Adult Learning Centre included:

- 53 attending discrete courses for those with learning difficulties and/or disabilities (LDD);
- 51 learning English for Speakers of Other Languages (ESOL);
- 19 studying mathematics maths GCSEs, Functional Skills and Stepping Stones;
- 30 learning how to cook and prepare food;
- 52 improving their health and wellbeing on yoda, Tai Chi and Pilates classes;
- 60 on work skills and IT courses;
- 24 on our Passport to Wellbeing programme for learners with mild to moderate mental health conditions;
- 70 learning a foreign language such as French, Spanish or Italian; and
- 359 improving their art, craft and photography skills.

Six learners took GCSE Mathematics exams in the summer of 2022 and all passed. Eight learners attending Functional Skills Mathematics successfully achieved their qualifications. Four learners were awarded the new Essential Digital Skills Qualifications (EDSQ).

Henrietta Parker Trust (HPT) computing classes administered by Camberley, Farnham, Guildford, Molesey, Sunbury and Woking centres attracted 307 enrolments from 190 learners. 42 learners attended cookery classes, learning the essential skills to cook healthy meals from scratch. 31 attended garment making classes and learnt how to alter, repair and upcycle their clothes.

HENRIETTA PARKER TRUST
Charity Registration No. 312094

Annual Report for the year to 31 March 2022 (continued)

Progress has been seen within the Passport to Wellbeing provision which was identified as an area for development and work continues to increase this further in the forthcoming year, building more partnerships with local charities and identifying local communities where this provision can be introduced. Family Learning has suffered somewhat from the closure and restructure surrounding children's centres. However, work continues to rebuild links and this will continue to be an area for development in the next year.

HENRIETTA PARKER TRUST
Charity Registration No. 312094

Financial Review

The attached Financial Statement shows the position of the of the Trust Fund as at 31 March 2022

Interest earned on investments totalled £30,996.

Revenue spend in the 2021/22 financial year was £74,173, predominantly on the delivery of computing & cookery courses at the Henrietta Parker Centre. The estimate for governance costs is £1,740 and Capital expenditure of £195,589 relating to the HPT Shed Project has also been incurred in 2021/22.

The total reserves of the charity as at 31 March 2022 are £1,157,239. The Reserves are split between a current Surplus of £141,002 against the Restricted fund and Capital funds of £1,016,237. The market value of investments has increased from £989,416 as at 31 March 2021 to £1,016,237 as at 31 March 2022.

Investment Policy

There is currently no formal Investment Policy of the Trustee.

The management board is working with the finance department to identify options on generating a higher return on the capital assets of the fund. In particular the monies currently held in a bank account that constitutes carried forward income.

Future Developments

Governance arrangements for the Trust have led to an increase in activity funded for residents in the community over the last two years. The current plans are to build on this work.

Responsibilities of the Trustees

The Charities Act 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 at the end of the year and of the incoming and outgoing resources for the year then ended.

In preparing those financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently, making judgements and estimates that are reasonable and prudent. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

HENRIETTA PARKER TRUST
Charity Registration No. 312094

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by Trustee Board on:

and signed on its behalf by:
Francis Lawlor

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
Henrietta Parker Trust**

I report to the trustees on my examination of the accounts of Henrietta Parker Trust for the year ended 31 March 2022, which are set out on pages thirteen to seventeen.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trustee'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 2011 Act.

Independent examiner's statement

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 Trust 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.

Romit Basu FCA
DSK Partners LLP
Chartered Accountants and Statutory Auditors
D S House
306 High Street
Croydon,
Surrey
CR0 1NG

Date:



HENRIETTA PARKER TRUST
ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2022

**Accounts prepared by ELLC Finance Team,
Surrey County Council, Woodhatch Place, Reigate, RH2 8EF**

HENRIETTA PARKER TRUST
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR
ENDED 31 MARCH 2022

	Restricted Fund £	Capital Fund £	Total Funds 2021/22 £	Total Funds 2020/21 £
<u>Incoming Resources</u>				
Investment Income - Interest	30,996	-	30,996	32,289
Total Incoming Resources	30,996	-	30,996	32,289
<u>Resources Expended</u>				
Charitable activities:				
Education courses at Henrietta Parker Centre (<i>Note 4</i>)	74,173	-	74,173	129,000
Governance cost (<i>Note 5</i>)	1,740	-	1,740	660
Total Resources Expended	75,913	-	75,913	129,660
Net Incoming Resources Before Transfer				
Transfer Between Funds	-	-	-	-
Net Incoming Resources for the Year	(44,917)	-	(44,917)	(97,371)
<u>Other Recognised Gains And Losses:</u>				
Unrealised Gain / (Loss) on Investment Assets		26,821	26,821	124,597
Net Movement in Funds	(44,917)	26,821	(18,096)	27,226
Balances Brought Forward as at 1 April 2021	185,919	989,416	1,175,335	1,148,109
Balances Carried Forward as at 31 March 2022	141,002	1,016,237	1,157,239	1,175,335

HENRIETTA PARKER TRUST
STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2022

	2021/22 £	2020/21 £
<u>Fixed Assets</u>		
Investments (<i>Note 2 & 9</i>)	989,416	864,819
Unrealised Gain / (Loss) on Investment Assets (<i>Note 2 & 9</i>)	26,821	124,597
HPT Workshop - Contracts	195,589	-
	1,211,826	989,416
 <u>Current Assets</u>		
Cash at bank	(53,927)	186,579
 <u>Current Liabilities</u>		
Amounts falling due within one year (<i>Note 8</i>)	(660)	(660)
<u>Net Assets</u>	1,157,239	1,175,335
 <u>Funds</u>		
Restricted Funds (<i>Note 2 & 10</i>)	141,002	185,919
Capital Funds (<i>Note 2 & 10</i>)	1,016,237	989,416
Total Funds	1,157,239	1,175,335

And signed on its behalf by:

Councillor Julie Iles
Representing Surrey County Council as trustee

Date:

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2022

1. Accounting Policies

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP FRS 102 'Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

2. Investments and Reconciliation of Funds

All of the income of the charity can be applied under the terms of the trust deed. The investments can be allocated between two different funds: the Capital Fund which has the original capital invested; interest from these investments is placed in the Revenue Fund to meet costs in promoting the education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects.

The Capital fund are invested by our fund managers, BlackRock, in two pooled investment funds, Charinco and Charishare, which are specifically tailored to meet the needs of the smaller charity. The following tables are included as a requirement of the new reporting arrangements contained within the Statement of Recommended Practice

The balance held in cash as at 31 March 2022 by SCC is (£53,927).

Surrey County Council Finance in conjunction with 'The Board' are reviewing this balance, to ensure that any surpluses are invested or disbursed appropriately.

3. Proceeds from sales

No items were sold in this financial year.

4. Running costs of Henrietta Parker Trust

Running costs consist of the cost of the utilities, cleaning costs and the insurance of the property. These are currently met by Surrey County Council. £195,589 of this expenditure relates to Capital and a draw-down from the Capital fund is required in 22-23.

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2022

5. Management and Administrative Costs

These costs relate to officers' time for the general and financial administration of the charity. These are currently met by Surrey County Council

The revised scheme proposes that:

“The Trustee shall first defray out of the income of the Charity all the proper costs, charges and expenses incidental to the administration and management of the Charity”

6. Trustees Remuneration

No remuneration was paid, or expenses reimbursed to the trustees.

7. Inventory of Contents

There is currently no inventory of contents.

8. Creditors: Amounts falling due within one year

	2022	2021
	£	£
Accruals	<u>660</u>	<u>660</u>
	<u>660</u>	<u>660</u>

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2022

HENRIETTA PARKER TRUST FUND (312094) FINAL ACCOUNTS 2021/22

9. Fixed Assets

Quoted Investments

	2021/22	2020/21
	£	£
Market Value as at 1 April 2021	989,416	864,819
Net Unrealised Gains/(Losses)	26,821	124,597
Market Value as at 31 March 2022	1,016,237	989,416
 Original Cost	 531,513	 531,513

10. Restricted Fund

	Balance 01/04/2021	Surplus/(Deficit) For Year	Balance 31/03/2022
	£	£	£
Surrey County Council Amounts falling due within one year Revenue Fund	185,919	(44,917)	141,002
	185,919	(44,917)	141,002

	Balance 01/04/2021	Unrealised Gain	Balance 31/03/2022
	£	£	£
Capital Fund	989,416	26,821	1,016,237
	989,416	26,821	1,016,237

Analysis of Net Assets between funds

	Investments	Other assets	Total
	£	£	£
Revenue Fund as at 31 March 2022	-	141,002	141,002
Capital Fund as at 31 March 2022	1,016,237	-	1,016,237
Total Funds	1,016,237	141,002	1,157,239

DSK Partners LLP
D S House
306 High
Street
Croydon
Surrey
CR0 1NG

13th March 2023
Registered Charity Number: 312094

Dear Sirs,

During the preparation and Independent Examination of your financial statements for the period ending 31st March 2022 for Henrietta Parker Trust, the following representations were made to you by management and directors/trustees.

1. We have fulfilled our responsibilities as directors/trustees under the Companies Act 2006 and for preparing financial statements in accordance with the Charities SORP FRS 102 'Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), that give a true and fair view and for making accurate representations to you as independent examiners.
2. We confirm that all accounting records have been made available to you for the purpose of your independent examination, in accordance with your terms of engagement, and that all the transactions undertaken by the charity have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all management and shareholders' meetings, have been made available to you. We have given you unrestricted access to persons within the charity in order to obtain audit evidence and have provided any additional information that you have requested for the purposes of your independent examination.
3. We confirm that significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
4. We confirm that all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to the independent examiner and accounted for and disclosed in accordance with the Charities SORP FRS 102 'Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).
5. We confirm that there have been no events since the Statement of Financial Position date which require disclosing or which would materially

affect the amounts in the accounts, other than those already disclosed or included in the accounts.

6. We confirm that all related party relationships and transactions have been accounted for and disclosed in accordance with the Charities SORP FRS 102 'Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).
7. We confirm that the charity has had, at no time during the year, any arrangement, transaction or agreement to provide credit facilities (including loans, quasi-loans or credit transactions) for directors, not to guarantee or provide security for such matters, except as disclosed in the financial statements.
8. We confirm that the charity has not contracted for any capital expenditure other than as disclosed in the financial statements. Capital expenditure of £ 195,589 has been incurred during the year for construction of 'Man Shed' (later changed to 'HPT Workshop'). The building was made available and ready for use in the month of May 2022 and no further expenses to be incurred in relation to the construction of the building.
9. We confirm that the list of expenses are correct, complete and all are incurred for charitable purposes. These have been approved for payment at Trustees meetings. None of these expenses are personal to the Trustees or any connected persons.
10. We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which the charity conducts its business, and which are central to the charity's ability to conduct its business, except as explained to you and as disclosed in the financial statements.
11. We acknowledge our responsibility for the design and implementation of controls to prevent and detect fraud. We confirm that we have disclosed to you the results of our risk assessment of the risk of fraud in the business. We also confirm the completeness of disclosure of deficiencies in internal control of which we are aware.
12. We confirm that there have been no actual or suspected instances of fraud involving management or employees who have a significant role in internal control or that could have a material effect on the financial statements. We also confirm that we are not aware of any allegations of fraud by former employees, regulators or others.
13. We confirm that, having considered our expectations and intentions for the next thirteen months, and the availability of the working capital, the charity is a going concern.
14. The effects of unadjusted misstatements are immaterial, both individually and in aggregate, to the financial statements as a whole. There are no unadjusted misstatements other than those we consider trivial. The list of

adjusted misstatements has been annexed to this letter. Refer annexure – 1.

15. We confirm that there are no charities associated with this charity for tax purposes

We understand that charities are associated for tax purposes if they are under the control of the same person or persons. We also understand that for this purpose a person might be treated as one and the same person as: a close relative; a business partner; a trustee of a settlement of which the person or a relative was the settler; and any charity in which any of these is also a shareholder.

16. We confirm the bank balance as at 31st March 2022 was £ (53,927).

17. We acknowledge our legal responsibilities regarding disclosure of information to you as independent examiners and confirm that:

- So far as each director/trustee is aware, there is no relevant information of which you as independent examiners are unaware; and
- Each director/trustee has taken all the steps that they ought to have taken as a director to make themselves aware of any relevant audit information and to establish that you are aware of that information.

18. We confirm that our charity's governing document does not specify any form of professional audit. Furthermore, we acknowledge there are no grant conditions which demand an audit by reviewing major grants.

We confirm that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and expertise (and, where appropriate, of supporting documentation) sufficient to satisfy ourselves that we can properly make these representations to you and that to the best of our knowledge and belief they accurately reflect the representations made to you by the directors during the course of your independent examination.

Yours faithfully,

Signed on behalf of the board of directors by:

Director/Trustee:

Date:

Annexure - 1 : List of Adjusted Misstatement:

S.no	Account	Debit	Credit
1	HPT Workshop - Contractors	195,588.90	
	Expenditure (Being capitalization of expenditure)		195,588.90
2	Audit fees	660	
	Accruals (Being accrual of audit fees for the FY22)		660

THE HENRIETTA PARKER TRUST

England & Wales - Charity number 312094

Accounts



HENRIETTA PARKER TRUST
Charity Number: 312094

Annual Report and Accounts

Year Ended 31 March 2021

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HENRIETTA PARKER TRUST
Charity Registration No. 312094

Legal and Administrative Details

The principal address of the Charity is as follows:

Henrietta Parker Trust
Molesey Henrietta Parker Adult Learning
Ray Road
West Molesey
Surrey KT8 2LG

The addresses of other relevant officials are as follows:

Representing the County Council as Trustees:

Councillor Julie Iles
Cabinet Member for All-Age Learning
County Hall
Penrhyn Road
Kingston upon Thames
KT1 2DN

Councillor Alison Griffiths
Deputy Cabinet Member for Health
County Hall
Penrhyn Road
Kingston upon Thames
KT1 2DN

Lead County Council Officers:

Francis Lawlor
Service Principal Surrey Adult Learning
Woking Adult Learning Centre
Hoebridge Close
Woking
GU22 9PE

Anna D'Alessandro
Treasurer to the Charity
Director of Finance – Corporate & Commercial
Surrey County Council
Woodhatch Place
Reigate
RH2 8EF

HENRIETTA PARKER TRUST
Charity Registration No. 312094

Legal and Administrative Details

BlackRock Investment Management (UK) Limited
33 King William Street
London
EC4R 9AS

Independent Examiner
DSK Partners LLP
Chartered Accountants and Statutory Auditors
75 Park Lane
Croydon,
Surrey
CR9 1XS

HENRIETTA PARKER TRUST

Charity Registration No. 312094

Structure, Governance and Management

Surrey County Council (SCC) is responsible for managing and administering the Henrietta Parker Trust Fund (HPT), which is a registered charity (#312094).

The Charity is governed by a Scheme from the Charity Commissioners for England and Wales sealed on 1 February 1984.

‘The Board’ was set up early March 2016. It consists of:

County Council as Trustees:

Councillor Julie Iles, Cabinet Member for All-Age Learning, is the Chair of the HPT from March 2019, replacing Councillor Mary Lewis, Cabinet Member for Children, following her change of role.

Councillor Alison Griffiths, Deputy Cabinet Member for Health (March 2019)

County Council Lead Officers:

Nicola Morris, Partnership Committee Officer

Ian Burrows, Elmbridge Borough Council

Francis Lawlor, Principal Surrey Adult Learning

Following the formation of the new management board in 2017, there was a major up-turn in the level of activity. This growth in enrolment numbers at the Henrietta Parker centre as well as some of the other centres has continued and the programme offer has developed further during 2019. The offer of subsidised computing courses has been extended to include other SAL centres as a result of demand. Other projects (e.g. website development) continue, and new projects are in the pipeline (e.g. Cookery at Woking). Additionally, there continues to be an increased focus on developing the ‘Passport to Wellbeing’ programme for adults recovering from mild to moderate mental health difficulties.

The profile of the programme continues to be raised through varied and new marketing strategies and the commitment and increased awareness of staff.

The project to build a workshop on the grounds of the Henrietta Parker Centre to enable DIY skills to be delivered has continued over the last year. There have been a number of delays with this project. Regular meetings have been held with Property Services and a revised timeline agreed.

- The Shed will now be called the Henrietta Parker Trust Shed.
- Following the initial tests back in February, a couple of additional gas tests have had to be undertaken, therefore additional payment has been needed.
- There were some problems getting approval from the Sourcing Government Board (SGB) regarding the project’s route to market. At the last Management Board Meeting, held on 18th April, it was agreed that an additional £25,000 could be spent, taking overall expenditure for the project to £175,000.

HENRIETTA PARKER TRUST

Charity Registration No. 312094

- Planning permission has now been received (beginning of June 19). The project timeline is awaiting a further update from Property Services. The proposed end date for this project is now spring term 2020.

The second project being undertaken is the modernisation of the Woking Centre teaching cookery room. Currently, colleagues in the SCC Facilities team have sent the project specification out to tender. Various contractors have attended the site to ensure that they are able to deliver the full specifications within the estimated budget. They are aware that within this budget, the Centre also need to update some of the equipment in the area. The works are due to commence at the end of the Summer term, in preparation for the new academic year.

Restrictions to the operation of the Charity

Specific restrictions to the operation of the charity as specified by the Charity Commissioners are as follows:

Cash Investment

“Subject as hereinafter provided and to any further direction of the Charity Commissioners all sums of cash now or at any time belonging to the Charity, other than sums of cash needed for immediate working purposes, shall be invested in the name of the Official Custodian for Charities.”

HENRIETTA PARKER TRUST
Charity Registration No. 312094

Annual Report for the year to 31 March 2021

Statement of Public Benefit

The County Council has paid due regard to the guidance on public benefit produced by the Charities Commission and are confident that the work of the charity meets all the criteria for public benefit.

Objectives, Organisation and Activity

The Charity is established to promote the education of the public by providing technical and manual instruction in the domestic sciences and allied subjects.

The Henrietta Trust fund dates from 1927 and was bequeathed for the funding, in Molesey, of a 'School or Institution for technical and manual instruction in Cookery, Laundry Work and Hygiene'.

As to fees people were to be admitted 'either without payment on specified terms, so that no preference is given to any person or class of person'.

It came to serve any adults (i.e. persons over the compulsory school age) who wished to learn from a curriculum defined as "Home and Family Studies" in the Molesey area. The current Henrietta Parker Centre was established when the former location in East Molesey had fallen into disrepair in the 1980's. Trust fund monies were used to convert the former school accommodation into an adult learning centre.

In 1984 the scheme was amended and approved by the Charity Commission with the Object of the Charity to promote education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects, either free of charge or payment of such reasonable fees that the Trustees may from time to time see fit. Henrietta Parker House was in West Molesey and the Charity Commission Order confirmed that SCC would provide premises for an adult education centre that, at the current Ray Road site, would be called the Henrietta Parker Centre.

HENRIETTA PARKER TRUST

Charity Registration No. 312094

Annual Report for the year to 31 March 2021 (continued)

Background

The Henrietta Parker Trust Fund supports the provision of learning for adults predominantly in Elmbridge, through the Molesey Adult Learning Centre (Henrietta Parker Centre). In addition, learning opportunities are being supported in a few other centres and community venues.

The Trust fund is used to support access to learning, to provide and improve facilities at the Centre and to promote and engage the local community in the learning programmes provided. While many courses are funded from a grant from the Education and Skills Funding Agency and the contribution made by learners through fees charged, there are many in the community who require further support in order to be able to access learning. The Trust is enabling this to happen.

Review of progress and achievements during 2020/21

During the 2020/21 academic year, there were 489 learners and 846 enrolments on courses delivered by the Molesey (Henrietta Parker) Adult Learning Centre. Numbers were down significantly on previous years due to coronavirus (COVID-19). In 2019/20, there were 948 learners and 1,567 enrolments. The second national lockdown in November 2020 forced closure of the centre and suspension of face-to-face classes during autumn term 2020. The third lockdown between January and April 2021 closed the centre for the whole of spring 2021. The centre re-opened in summer 2021, but social distancing measures severely reduced the numbers permitted in each classroom. In order that learning could continue through lockdown, a new virtual platform was deployed enabling over 50% of 2020/21 courses to be delivered online.

2020/21 learners included:

- 39 attending discrete courses for those with learning difficulties and/or disabilities (LDD);
- 28 learning English for Speakers of Other Languages (ESOL);
- 21 studying mathematics maths GCSEs, Functional Skills and Stepping Stones;
- 67 on work skills and IT courses;
- 80 learning a foreign language such as French, Spanish or Italian; and
- 196 improving their art, craft and photography skills.

Eleven learners on Molesey classes were entered for GCSE Maths exams in summer 2021 and all passed. All seven learners attending the functional skills maths class successfully achieved their qualifications. Ten learners were awarded the new Essential Digital Skills Qualifications (EDSQ).

Henrietta Parker Trust (HPT) computing classes administered by Camberley, Farnham, Guildford, Molesey, Sunbury and Woking centres totalled 182 enrolments, of which 55% were delivered online in order that they could continue despite COVID-19 restrictions. Five HPT cookery classes went ahead with learners socially distanced, as did five garment making and upcycling courses.

HENRIETTA PARKER TRUST

Charity Registration No. 312094

Annual Report for the year to 31 March 2021 (continued)

Progress has been seen within the Passport to Wellbeing provision which was identified as an area for development and work continues to increase this further in the forthcoming year, building more partnerships with local charities and identifying local communities where this provision can be introduced. Family Learning has suffered somewhat from the closure and restructure surrounding children's centres. However, work continues to rebuild links, and this will continue to be an area for development in the next year.

Financial Review

The attached Financial Statement shows the position of the of the Trust Fund as at 31 March 2021

Interest earned on investments totalled £32,289.

Revenue spend in the 2020/21 financial year was £49,707, predominantly on the delivery of computing & cookery courses at the Henrietta Parker Centre. The estimate for governance costs is £660 and Capital expenditure of £79,293 relating to the HPT Shed Project has also been incurred in 2020/21.

The total reserves of the charity as at 31 March 2021 are £1,175,335. Reserves are split between Restricted funds of £185,919 and Capital funds of £989,416. The market value of investments has increased from £864,819 as at 31 March 2020 to £989,416 as at 31 March 2021.

Investment Policy

There is currently no formal Investment Policy of the Trustee.

The management board is working with the finance department to identify options on generating a higher return on the capital assets of the fund. In particular the monies currently held in a bank account that constitutes carried forward income.

Future Developments

Governance arrangements for the Trust have led to an increase in activity funded for residents in the community over the last two years. The current plans are to build on this work.

HENRIETTA PARKER TRUST
Charity Registration No. 312094

Annual Report for the year to 31 March 2021 (continued)

Responsibilities of the Trustees

The Charities Act 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 at the end of the year and of the incoming and outgoing resources for the year then ended.

In preparing those financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently, making judgements and estimates that are reasonable and prudent. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by Trustee Board on :

3 March 2022

Signed on its behalf by:



Francis Lawlor
Service Principal
Surrey Adult Learning
Surrey County Council

Independent examiner's report to the trustees of Henrietta Parker Trust ('the Company')

Independent examiner's report to the trustees of Henrietta Parker Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Romit Basu FCA 

DSK Partners LLP

75 Park Lane,
Croydon,
Surrey,
CR9 1XS

Date: 3 March 2022



HENRIETTA PARKER TRUST
ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2021

**Accounts prepared by ELLC Finance Team,
Surrey County Council, Woodhatch Place, Reigate, RH2 8EF**

HENRIETTA PARKER TRUST

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Restricted Fund £	Capital Fund £	Total Funds 2020/21 £	Total Funds 2019/20 £
<u>Incoming Resources</u>				
Investment Income - Interest	32,289	-	32,289	28,120
	32,289	-	32,289	28,120
Total Incoming Resources				
<u>Resources Expended</u>				
Charitable activities:				
Education courses at Henrietta Parker Centre (Note 4)	129,000	-	129,000	90,538
Governance cost (Note 5)	660	-	660	660
	129,660	-	129,660	91,198
Total Resources Expended				
Net Incoming Resources Before Transfer				
Transfer Between Funds	-	-	-	-
	(97,371)	-	(97,371)	(63,078)
Net Incoming Resources for the Year				
<u>Other Recognised Gains And Losses:</u>				
Unrealised Gain / (Loss) on Investment Assets	-	124,597	124,597	(92,926)
	(97,371)	124,597	27,226	(156,004)
Net Movement in Funds				
Balances Brought Forward as at 1 April 2020	283,290	864,819	1,148,109	1,304,113
	185,919	989,416	1,175,335	1,148,109
Balances Carried Forward as at 31 March 2021				

HENRIETTA PARKER TRUST
STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2021

	2020/21 £	2019/20 £
<u>Fixed Assets</u>		
Investments (Note 2 & 9)	864,819	957,745
Unrealised Gain / (Loss) on Investment Assets (Note 2 & 9)	<u>124,597</u>	<u>(92,926)</u>
	989,416	864,819
 <u>Current Assets</u>		
Cash at bank	186,579	283,950
 <u>Current Liabilities</u>		
Amounts falling due within one year (Note 5)	(660)	(660)
	<u>1,175,335</u>	<u>1,148,109</u>
 <u>Net Assets</u>		
 <u>Funds</u>		
Restricted Funds (Note 2 & 9)	185,919	283,290
Capital Funds (Note 2 & 9)	<u>989,416</u>	<u>864,819</u>
Total Funds	<u>1,175,335</u>	<u>1,148,109</u>

Signed on behalf of the board by:



Francis Lawlor
Service Principal
Surrey Adult Learning

Representing Surrey County Council as Lead Council Officer

Date: 3 March 2022

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2021

1. Accounting Policies

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

2. Investments and Reconciliation of Funds

All of the income of the charity can be applied under the terms of the trust deed. The investments can be allocated between two different funds: the Capital Fund which has the original capital invested; interest from these investments is placed in the Revenue Fund to meet costs in promoting the education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects.

The Capital fund are invested by our fund managers, BlackRock, in two pooled investment funds, Charinco and Charishare, which are specifically tailored to meet the needs of the smaller charity. The following tables are included as a requirement of the new reporting arrangements contained within the Statement of Recommended Practice.

The balance held in cash as at 31 March 2021 by SCC is £186,579.

Surrey County Council Finance in conjunction with 'The Board' are reviewing this balance, to ensure that any surpluses are invested or disbursed appropriately.

3. Proceeds from sales

No items were sold in this financial year.

4. Running costs of Henrietta Parker Trust

Running costs consist of the cost of the utilities, cleaning costs and the insurance of the property. These are currently met by Surrey County Council

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2021

5. Management, Administrative and Governance Costs

These costs relate to officers' time for the general and financial administration of the charity. These are currently met by Surrey County Council

The revised scheme proposes that:

“The Trustee shall first defray out of the income of the Charity all the proper costs, charges and expenses incidental to the administration and management of the Charity”

6. Trustees Remuneration

No remuneration was paid, or expenses reimbursed to the trustees.

7. Inventory of Contents

There is currently no inventory of contents.

8. Creditors: Amounts falling due within one year

	2021	2020
	£	£
Accruals	<u>660</u>	<u>660</u>
	<u>660</u>	<u>660</u>

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2021

HENRIETTA PARKER TRUST FUND (312094) FINAL ACCOUNTS 2020/21

9. Fixed assets

Quoted Investments

	2020/21	2019/20
	£	£
Market Value as at 1 April 2020	864,819	957,745
Net Unrealised Gains/(Losses)	124,597	(92,926)
Market Value as at 31 March 2021	989,416	864,819
 Original Cost	 531,513	 531,513

Restricted Fund

	Balance 01/04/2020	Surplus/(Deficit) For Year	Balance 31/03/2021
	£	£	£
Surrey County Council Amounts falling due within one year Revenue Fund	283,290	(97,371)	185,919
	283,290	(97,371)	185,919

	Balance 01/04/2020	Unrealised Losses	Balance 31/03/2021
	£	£	£
Capital Fund	864,819	124,597	989,416
	864,819	124,597	989,416

Analysis of Net Assets between funds

	Investments	Net Current Assets	Total
	£	£	£
Revenue Fund as at 31 March 2021	-	185,919	185,919
Capital Fund as at 31 March 2021	989,416	-	989,416
Total Funds	989,416	185,919	1,175,335

Document

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