



BIRMINGHAM ETHNIC EDUCATION & ADVISORY SERVICE

1st Floor, Lozells Methodist Community Centre,
163 Gerrard Street, Lozells, Birmingham. B19 2AH

Telephone 0121 716 6206 Email: info@beeas.org

BEEAS Trustees' Annual Report 2019-2020

Background

The Birmingham Ethnic Education and Advisory Service (BEEAS) founded in 1984 by a small group of benefactors from the community. The organisation has, as its principal aims, the education and training of adults (that is all those beyond statutory school age) who wish to participate in its services which are free of charge.

Aims and Purposes

The advancement of education among the communities in Birmingham and the West Midlands by way of teaching the English language, health education, or in any such other ways as the Trustees' shall determine, either directly or by way of sponsoring self-help groups among the communities concerned.

Supporting the needs of the community by the provision of an advice and information service, having regard within those communities to the lack of knowledge of the English language and the lack of means of obtaining such advice and the information from their own resources.

Providing or sponsoring the provision of facilities for recreation or other leisure time activities in order to benefit those among the communities who have the need for such facilities regardless of their social and economic circumstances.

The Trust shall be non-party in politics and non-sectarian in religion.

Activities, Performance and Achievements of 2019- 2020

BEEAS has had a difficult year due to the Government Covid 19 lockdown in March 2020. Despite this it has continued to maintain strong partnerships with the funders and partners. All teaching was delivered online from March 2020 to July 2020, this change has been very challenging for both learners and tutors. However our learner numbers remained strong at 264, up from the previous year of 261 learners completing their course. The achievement rate of 90.5% was lower than in the previous year which was 95.8 % The drop in achievements was due to the reduction in face to face teaching from March to July and the difficulties learners had with online learning.

Our facilities and resources remain good as we have invested in IT equipment and staff training. However, our venues are much reduced due to Covid 19 and this will impact negatively on our learner numbers and finances in the coming year.

Beas learners continue to be offered impartial information and advice and signposted accordingly and this service was assessed and verified by Matrix the awarding body for this area of our work in February 2020. Partners have reported that they have positive relationships with BEEAS and that we are professional to work with, and that they admire our values and principles.

We continue to deliver courses in Life & Living Skills including IT; ESOL; Edexcel Maths & Ascentis English.

BEEAS has again been awarded a contract by Birmingham City Council to provide ESOL classes for refugees who have arrived in Birmingham through the Vulnerable Syrians Resettlement Scheme; this contract ends in September 2021. The purpose of this project is to provide ESOL at all levels, Initial Advice and Guidance and also provide the opportunity for suitable candidates to mentoring, volunteering and employment.

Suitable learners will be placed on the BEEAS main programme or signposted to suitable providers. BEEAS will work closely with Refugee Action, Spring Housing, MiFriendly Cities and Birmingham City Council to deliver this project.

Our Syrian holiday classes to support speaking and listening is now funded by Birmingham City Council directly to BEEAS whereas in 2016, 2017 and 2018 we received funding from Refugee Action to do this work. In 2019-2020 we delivered a flexible feeder ESOL course to 27 Syrian learners. On the Syrian holiday programme, we worked with 106 adults and 87 children.

Our learner feedback has indicated that BEEAS has helped to develop their personal and work-related skills such as team working and problem-solving, which prepares them well for employment, career aims and personal goals. Adult learners, who are parents, report being more confident in supporting their children in their education, as well as being more self-assured to

participate more widely within their local communities as a result of their increased confidence in spoken and written English.

Leadership and direction of the service remains strong with a pro-active Trustee Board; organisation structure which is carefully planned, enabling a professional interface with partner organisations, yet an informal and very welcoming environment for staff and learners. Lynne Morris has been Chair of BEEAS since June 2019 and is supported by seven very dedicated Trustees.

The behaviours and values demonstrated by staff are recognised and valued by clients and partners, BEEAS has received very positive comments from clients, staff and partners who confirm that it is effective and consistent across all external and internal relationships and at all levels.

Collaboration with partners is strong, staff not only management, have taken the time to understand partner capability and objectives and to communicate their own; this leads to a highly collaborative network of partners; there are many examples of how this benefits clients, such as increased signposting and referrals between organisations, and the use of venues in the community from which support is delivered. The relationship with key partner Joseph Chamberlain College (JCC) is worthy of particular mention, this has yielded access not only to funding, but also to information and resources that are tailored and distributed to clients, along with training and development opportunities for staff. The relationship with JCC remains strong with increased funding for 2019 -2020.

Resources are well managed, and the organisation is able to offer a highly flexible and responsive service. Venues are sourced from a wide range of community locations, and clients and staff say they are well managed and that their courses and meetings run smoothly.

Staff are working on a flexible basis but enjoy a strong sense of belonging, however it has been noticed that since Covid 19 in March 2020 staff have struggled with the new way of delivery and the impact of Covid on learners and staff. They attribute this in part to the communications across their different working hours, locations and also as some are isolated and working from home.

As BEEAS continues to grow it has been recognised by the Trustees that a review of the organisational structure will be needed with the need to appoint more permanent staff. A Curriculum and Quality manager was appointed in July 2019 along with a part time finance assistant. Permanent tutor appointments and an administration/office manager were approved by Trustees for appointment in March 2020 but due to Covid this has been put on hold and will be reviewed in 2021.

Our partners in 2019-2020 were Joseph Chamberlain College; Birmingham City Council; Prince Albert Community Trust (PACT) which consists of Prince Albert School in Aston; Highfield School in Alum Rock; Heathfield School in Handsworth; Birchfield School in Birchfield. Our other school partners are Shaw Hill School in Alum Rock and Holte School in Lozells and Dyson Gardens Children's centre. In addition, we partner with Refugee Action, MiFriendly Cities, Lozells Methodist Church Centre, Spring Housing, Birmingham Migration Forum, Syrian Resettlement working group of Birmingham City Council.

Risk

The Trustees of BEEAS are committed to effective risk management as an integral part of ensuring good corporate governance in relation to overseeing risk within the organisation. They receive reports that confirm the controls in place to manage risks annually. Risks are identified across the charity by the Executive Director and brought to the Board in the regular management report.

In the main, the key risks are linked to funding sources as this is primarily from one commissioner of service, also around workforce recruitment, retention and development, and for the next two years the negative impact of Covid 19 on our staff, finances, learners and the community we serve. Reports are received by the Board in relation to the funding position, regular meetings with the main commissioner take place as a control mechanism to manage that risk and staffing reports are discussed at every Board meeting along with any mitigations to manage that risk. During 2020/21 work will take place on a formal risk register which will then be reported regularly to the Board.

Equality and Diversity

The Trustees of the charity acknowledge their responsibilities in relation to equality and diversity and have worked to ensure a representative board of trustees is in place. Work is ongoing on reviewing and updating all policies across the service however a detailed policy in relation to all aspects of equal opportunities is in place based on the Joseph Chamberlain College policies which the Board has adopted.

Our thanks to all our partners without whom it would not be possible for BEEAS to deliver our services across the City of Birmingham and to the Trustees for their leadership. Our growing staff team and volunteers remain our most valuable resource and our thanks go to all of them for their hard work, loyalty and dedication to our learners.

Najma Razaq - Executive Director - November 2020

CHARITY NUMBER: 515098

**Birmingham Ethnic Education
And Advisory Service Trust**

Financial Statements

31st March 2020

**Birmingham Ethnic Education
And Advisory Service Trust
Financial Statements
Year Ended 31st March 2020**

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**Birmingham Ethnic Education
And Advisory Service Trust
Annual Report
Year ended 31st March 2020**

Introduction

Birmingham Ethnic Education and Advisory Service Trust (BEEAS) is a registered charity engaged in the advancement of education of the most disadvantaged communities.

Constitution of BEEAS

The constitution of Birmingham Ethnic Education and Advisory Service Trust dated 30 March 1984 regulates the purposes and administration of the charity.

Object of BEEAS

The objects of BEEAS are:

- i. The advancement of Education among ethnic minorities in Birmingham and the West Midlands by way of teaching of languages and health education.
- ii. Relieving the needs of ethnic minorities by provision of an advice and information service.
- iii. Providing or sponsoring the facilities for recreation other leisure time occupation.

BEEAS only provide its services to the people who are beyond the mandatory school attendance age.

Name of Trustees

Dr Lynne P. Morris
Mrs Penelope J. Venables
Mrs Judith M. Taylor
Mrs Naila Tabassam
Mrs Jean E. Powell
Mr Edobhiye A. Oaikhinan
Dr A.J. Nasir Awan
Miss Nazanin R. Khaneghah (appointed September 2020)
Mr Wasim Mahmood (resigned December 19)
Mr Derek P. Turner (resigned June 19)

Appointment of new Trustees

The Trustees and the Executive Director may approach potential Trustees providing that the chairman has prior knowledge and has approved the approach. Trustees are drawn from areas such as education, administration, business, commerce and local community initiative. Appointment of suitable trustees depends on suitable reference and an interview.

BEEAS's main achievements for the academic year ending July 2020:

- 178 learners working towards entry level accredited programmes in English, ESOL, Maths and Life & Living Skills. 178 learners completed a qualification or part of a qualification.
- 74 learners working towards pre-entry ESOL (RARPA). Banded at varying hours and draw down.
- 849 qualifications delivered. Overall achievement 90.5%, retention 97.4% and pass rate 92.8%.
- 12 students enrolled on an informal pre-entry learning course.
- Total number of learners for academic year -264

The charity took on 264 students during the year comprising 74 on a RARPA pre-entry learning programme & 178 working towards an entry level accredited programme. 12 students enrolled on an informal pre-entry course.

**Birmingham Ethnic Education
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Annual Report (continued)
Year ended 31st March 2020**

Additionally, BEEAS had 27 learners with 5 in Entry level and 22 in Pre-entry on the Flexible Feeder ESOL of the Syrian programme. Moreover, there were an overall of 106 adults and 87 children partaking in the holiday programme during the year.

	Number of students	Number completing courses	Number achieving qualifications/part qualifications
Pre-entry learning	74	69	69
Entry level accredited courses	178	178	178

Determining level of income reserve

BEEAS is non-profit making trust, and maintains an adequate level of reserves.

Relationship with other organisations

BEEAS has annual contracts with Joseph Chamberlain College to assist in community provision aspects and with Birmingham City Council to work with Syrian refugee families.

**Birmingham Ethnic Education
And Advisory Service Trust
Year ended 31st March 2020
Independent Examiner's Report to Trustees of
Birmingham Ethnic Education & Advisory Service Trust**

Independent Examiner's Report to the Trustees of Birmingham Ethnic Education And Advisory Service Trust

I report to the charity trustees on my examination of the accounts of Birmingham Ethnic Education And Advisory Service Trust for the year ended 31 March 2020.

Responsibilities and basis of report

As the charity's trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). You are satisfied that the accounts of the trust are not required by charity law to be audited and have chosen instead to have an independent examination.

I report in respect of my examination of the Charity'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.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the accounts present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

Since the Trust's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies

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 Trust as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records.
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; 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

R. Javed

Mr Rizwan Javed Mphil (Cantab) FCA
For and on behalf of
Javed & Co
Chartered Accountants
109 Hagley Road
Birmingham
B16 8LA

5/1/21

**Birmingham Ethnic Education
And Advisory Service Trust
Income Statement
Year ended 31st March 2020**

	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year funds £
Incoming resources (Note 3)				
Income from:				
Donations and legacies	390	-	390	-
Charitable activities	381,581	53,706	435,287	390,260
Investments	1,294	-	1,294	1,383
Total	<u>383,265</u>	<u>53,706</u>	<u>436,971</u>	<u>391,643</u>
Resources expended (Note 4)				
Expenditure on:				
Charitable activities	308,202	50,386	358,588	294,409
Other	350	-	350	320
Total	<u>308,552</u>	<u>50,386</u>	<u>358,938</u>	<u>294,729</u>
Net income/(expenditure)	74,713	3,320	78,033	96,914
Net movement in funds	74,713	3,320	78,033	96,914
Reconciliation of funds:				
Total funds brought forward	416,048	-75	415,973	319,059
Transfers	-	-	-	-
Total funds carried forward	<u>490,761</u>	<u>3,245</u>	<u>494,006</u>	<u>415,973</u>

Judith Taylor
 QM Taylor
 Honorary Treasurer
 18/12/20

P. Venables
 P. VENABLES
 TRUSTEE
 19/12/2020

**Birmingham Ethnic Education
And Advisory Service Trust
Balance Sheet
Year ended 31st March 2020**

	Unrestricted funds £	Restricted income funds £	Total this year £	Total last year £
Fixed assets				
Tangible assets (Note 8)	11,423	-	11,423	10,719
<i>Total fixed assets</i>	<u>11,423</u>	<u>-</u>	<u>11,423</u>	<u>10,719</u>
Current assets				
Debtors (Note 9)	207,938	3,245	211,183	196,230
Cash at bank and in hand (Note 11)	486,265	-	486,265	396,921
<i>Total current assets</i>	<u>694,203</u>	<u>3,245</u>	<u>697,448</u>	<u>593,151</u>
Creditors: amounts falling due within one year (Note 10)	214,865	-	214,865	187,896
<i>Net current assets/(liabilities)</i>	<u>479,338</u>	<u>-</u>	<u>482,583</u>	<u>405,254</u>
<i>Total assets less current liabilities</i>	<u>490,761</u>	<u>3,245</u>	<u>494,006</u>	<u>415,973</u>
Creditors: amounts falling due after one year (Note 10)	-	-	-	-
<i>Total net assets or liabilities</i>	<u>490,761</u>	<u>3,245</u>	<u>494,006</u>	<u>415,973</u>
Funds of the Charity Restricted income funds (Note 12)	-	3,245	3,245	-75
Unrestricted funds	<u>490,761</u>	<u>-</u>	<u>490,761</u>	<u>416,048</u>
<i>Total funds</i>	<u>490,761</u>	<u>3,245</u>	<u>494,006</u>	<u>415,973</u>

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts
Year ended 31st March 2020**

Note 1: Basis of preparation

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention on a going concern basis with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 1a) issued on 16 July 2014 and with the Charities Act 2011.

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Year ended 31st March 2020**

2.2 INCOME

Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the charity SORP or FRS 102 1a.

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 1a charity SORP).

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 charity SORP).

Contractual income and performance related grants

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

Income from interest, royalties and dividends

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

2.3 EXPENDITURE AND LIABILITIES

Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Year ended 31st March 2020**

Creditors The charity has creditors which are measured at settlement amounts less any trade discounts

Provisions for liabilities A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

2.4 ASSETS

Tangible fixed assets for use by charity They are valued at cost.
The depreciation rates and methods used are disclosed in note 8.1

Debtors Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Current asset investments The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due. They are valued at fair value except where they qualify as basic financial instruments.

**Birmingham Ethnic Education
And Advisory Service Trust**
Notes to the accounts (continued)
Year ended 31st March 2020

Note 3: Analysis of income

	Analysis	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year £
Donations and legacies:	Donations and gifts	390	-	390	-
	Total	<u>390</u>	<u>-</u>	<u>390</u>	<u>-</u>
Charitable activities:	ESOL / Literacy & Numeracy	381,581	49,706	435,287	390,260
	Pre-entry & entry level 1 food awareness	-	4,000	-	-
	Total	<u>381,581</u>	<u>53,706</u>	<u>435,677</u>	<u>390,260</u>
Income from investments:	Interest income	1,294	-	1,294	1,383
	Total	<u>1,294</u>	<u>-</u>	<u>1,294</u>	<u>1,383</u>
TOTAL INCOME		<u>383,265</u>	<u>53,706</u>	<u>436,971</u>	<u>391,643</u>

Prior year balances have been amended. Please see note 14

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Year ended 31st March 2020**

Note 4: Analysis of expenditure

		Unrestricted funds £	Restricted income funds £	Total funds £	Prior year £
Expenditure on charitable activities	Analysis ESOL / Literacy & Numeracy	308,202	46,380	358,588	294,410
	Pre-entry & entry level 1 food awareness	-	4,006	-	-
Total expenditure on charitable activities		<u>308,202</u>	<u>50,386</u>	<u>358,288</u>	<u>294,410</u>
Other	Other donations under £500	350	-	350	320
Total other expenditure		<u>350</u>	<u>-</u>	<u>350</u>	<u>320</u>
TOTAL EXPENDITURE		<u>308,552</u>	<u>50,386</u>	<u>358,938</u>	<u>294,730</u>

Note 5: Details of certain items of expenditure

Fees for examination of the accounts

	This year £	Last year £
Independent examiner's fees	960	960
Other fees	1,500	1,500
	<u>2,460</u>	<u>2,460</u>

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Year ended 31st March 2020**

Note 6: Paid employees

6.1 Staff Costs

	This year	Last year
	£	£
Salaries and wages	244,656	208,436
Social security costs	3,062	8,295
Pension costs (defined contribution scheme)	4,872	2,878
Other employee benefits	-	-
Total staff costs	<u>252,590</u>	<u>219,609</u>

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

6.2 Average head count in the year	This year	Last year
	Number	Number
Charitable Activities	29	21
Total	<u>29</u>	<u>21</u>

Note 7: Defined contribution pension scheme

All expense of pension contributions has been allocated to unrestricted funds under 'Expenditure on Charitable Activities' - ESOL / Literacy & Numeracy

Amount of contributions recognised in the SOFA as an expense	<u>4,872</u>
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**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Year ended 31st March 2020**

Note 8: Tangible fixed assets

8.1 Cost or valuation

	Fixtures, fittings and equipment	Total
	£	£
At the beginning of the year	46,077	46,077
Additions	<u>2,720</u>	<u>2,720</u>
At end of the year	<u>48,797</u>	<u>48,797</u>
	15% Reducing Balance	
	£	£
At beginning of the year	35,358	35,358
Depreciation	<u>2,016</u>	<u>2,016</u>
At end of the year	<u>37,374</u>	<u>37,374</u>
Net book value at the beginning of the year	<u>10,719</u>	<u>10,719</u>
Net book value at the end of the year	<u>11,423</u>	<u>11,423</u>

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Year ended 31st March 2020**

Note 9: Debtors and prepayments

Analysis of debtors	This year £	Last year £
Prepayments and accrued income	211,183	195,930
Other debtors	-	300
Total	<u>211,183</u>	<u>196,230</u>

Note 10: Creditors and accruals

Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Accruals and deferred income	211,098	184,579	-	-
Taxation and social security	3,117	3,207	-	-
Other creditors	651	110	-	-
Total	<u>214,865</u>	<u>187,896</u>	<u>-</u>	<u>-</u>

Note 11: Cash at bank and in hand

	This year £	Last year £
Short term deposits	101,166	85,784
Cash at bank and on hand	385,099	311,137
Total	<u>486,265</u>	<u>396,921</u>

**Birmingham Ethnic Education
And Advisory Service Trust**
Notes to the accounts (continued)
Year ended 31st March 2020

Note 12: Charity funds

12.1 Details of material funds held and movements during the CURRENT reporting period

Fund Names	Type	Purpose and Re- strictions	Fund balances brought Forward £	Income £	Expendi- ture £	Transfers £	Fund balances carried forward £
Seldom Heard Voices Program (Pre-entry & entry level 1 food awareness)	Restricted Funds	Monies are restricted for use on the running of the pro- gramme	-	4,000	-4,006	-	-6
Syrian Refugee Project (ESOL/ Literacy & Numeracy)	Restricted Funds	Monies are restricted for use on the running of the pro- gramme	-75	49,706	-46,380	-	3,251
Other funds	N/a	N/a	416,048	383,265	-308,552	-	490,761
Total Funds			<u>415,973</u>	<u>435,287</u>	<u>-358,938</u>	<u>-</u>	<u>494,006</u>

**Birmingham Ethnic Education
And Advisory Service Trust**
Notes to the accounts (continued)
Year ended 31st March 2020

Note 12: Charity funds

12.1 Details of material funds held and movements during the PREVIOUS reporting period

Fund Names	Type	Purpose and Restrictions	Fund balances brought Forward £	Income £	Expenditure £	Transfers £	Fund balances carried forward £
Syrian Summer Project	Restricted Funds	Monies are restricted for use on the running of the programme	-	4,900	-4,900	-	-
Syrian Refugee Project (ESOL/ Literacy & Numeracy)	Restricted Funds	Monies are restricted for use on the running of the programme	-12,801	48,152	-35,426	-	-75
Other funds	N/a	N/a	378,760	363,692	-254,403	-	488,048
Prior year adjustment- other funds (see note 14)			-46,900	-25,100	-	-	-72,000
Total Funds			<u>319,059</u>	<u>391,643</u>	<u>-294,729</u>	<u>-</u>	<u>415,973</u>

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Year ended 31st March 2020**

Note 13: Transactions with trustees and related parties

13.1 Trustee remuneration and benefits

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity

13.2 Trustees' expenses

No trustee expenses have been incurred

13.3 Transactions with related parties

There have been no related party transactions in the reporting period

14. Prior year adjustment

Income is recognised when the charity has met conditions for entitlement. Income had been incorrectly accrued in earlier years and prior year adjustments made accordingly.

Judith Taylor
D M Taylor

Honorary Treasurer -
18/12/20

DRINKER
P. VENABLES

TRUSTEE
19/12/2020

CHARITY NUMBER: 515098

**Birmingham Ethnic Education
And Advisory Service Trust**

Financial Statements

31st March 2020

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Name of Trustees

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Mrs Penelope J. Venables
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Mr Edobhiye A. Oaikhinan
Dr A.J. Nasir Awan
Miss Nazanin R. Khaneghah (appointed September 2020)
Mr Wasim Mahmood (resigned December 19)
Mr Derek P. Turner (resigned June 19)

Appointment of new Trustees

The Trustees and the Executive Director may approach potential Trustees providing that the chairman has prior knowledge and has approved the approach. Trustees are drawn from areas such as education, administration, business, commerce and local community initiative. Appointment of suitable trustees depends on suitable reference and an interview.

BEEAS's main achievements for the academic year ending July 2020:

- 178 learners working towards entry level accredited programmes in English, ESOL, Maths and Life & Living Skills. 178 learners completed a qualification or part of a qualification.
- 74 learners working towards pre-entry ESOL (RARPA). Banded at varying hours and draw down.
- 849 qualifications delivered. Overall achievement 90.5%, retention 97.4% and pass rate 92.8%.
- 12 students enrolled on an informal pre-entry learning course.
- Total number of learners for academic year -264

The charity took on 264 students during the year comprising 74 on a RARPA pre-entry learning programme & 178 working towards an entry level accredited programme. 12 students enrolled on an informal pre-entry course.

**Birmingham Ethnic Education
And Advisory Service Trust
Annual Report (continued)
Year ended 31st March 2020**

Additionally, BEEAS had 27 learners with 5 in Entry level and 22 in Pre-entry on the Flexible Feeder ESOL of the Syrian programme. Moreover, there were an overall of 106 adults and 87 children partaking in the holiday programme during the year.

	Number of students	Number completing courses	Number achieving qualifications/part qualifications
Pre-entry learning	74	69	69
Entry level accredited courses	178	178	178

Determining level of income reserve

BEEAS is non-profit making trust, and maintains an adequate level of reserves.

Relationship with other organisations

BEEAS has annual contracts with Joseph Chamberlain College to assist in community provision aspects and with Birmingham City Council to work with Syrian refugee families.

**Birmingham Ethnic Education
And Advisory Service Trust
Year ended 31st March 2020
Independent Examiner's Report to Trustees of
Birmingham Ethnic Education & Advisory Service Trust**

Independent Examiner's Report to the Trustees of Birmingham Ethnic Education And Advisory Service Trust

I report to the charity trustees on my examination of the accounts of Birmingham Ethnic Education And Advisory Service Trust for the year ended 31 March 2020.

Responsibilities and basis of report

As the charity's trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). You are satisfied that the accounts of the trust are not required by charity law to be audited and have chosen instead to have an independent examination.

I report in respect of my examination of the Charity'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.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the accounts present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

Since the Trust's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies

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 Trust as required by section 130 of the 2011 Act;
or
2. the accounts do not accord with those records.
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; 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

R. Javed

Mr Rizwan Javed Mphil (Cantab) FCA
For and on behalf of
Javed & Co
Chartered Accountants
109 Hagley Road
Birmingham
B16 8LA

5/1/21

**Birmingham Ethnic Education
And Advisory Service Trust
Income Statement
Year ended 31st March 2020**

	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year funds £
Incoming resources (Note 3)				
Income from:				
Donations and legacies	390	-	390	-
Charitable activities	381,581	53,706	435,287	390,260
Investments	1,294	-	1,294	1,383
Total	<u>383,265</u>	<u>53,706</u>	<u>436,971</u>	<u>391,643</u>
Resources expended (Note 4)				
Expenditure on:				
Charitable activities	308,202	50,386	358,588	294,409
Other	350	-	350	320
Total	<u>308,552</u>	<u>50,386</u>	<u>358,938</u>	<u>294,729</u>
Net income/(expenditure)	74,713	3,320	78,033	96,914
Net movement in funds	74,713	3,320	78,033	96,914
Reconciliation of funds:				
Total funds brought forward	416,048	-75	415,973	319,059
Transfers	-	-	-	-
Total funds carried forward	<u>490,761</u>	<u>3,245</u>	<u>494,006</u>	<u>415,973</u>

Judith Taylor
 QM Taylor
 Honorary Treasurer
 18/12/20

P. Venables
 P. VENABLES
 TRUSTEE
 19/12/2020

**Birmingham Ethnic Education
And Advisory Service Trust
Balance Sheet
Year ended 31st March 2020**

	Unrestricted funds £	Restricted income funds £	Total this year £	Total last year £
Fixed assets				
Tangible assets (Note 8)	11,423	-	11,423	10,719
<i>Total fixed assets</i>	<u>11,423</u>	<u>-</u>	<u>11,423</u>	<u>10,719</u>
Current assets				
Debtors (Note 9)	207,938	3,245	211,183	196,230
Cash at bank and in hand (Note 11)	486,265	-	486,265	396,921
<i>Total current assets</i>	<u>694,203</u>	<u>3,245</u>	<u>697,448</u>	<u>593,151</u>
Creditors: amounts falling due within one year (Note 10)	214,865	-	214,865	187,896
<i>Net current assets/(liabilities)</i>	<u>479,338</u>	<u>-</u>	<u>482,583</u>	<u>405,254</u>
<i>Total assets less current liabilities</i>	<u>490,761</u>	<u>3,245</u>	<u>494,006</u>	<u>415,973</u>
Creditors: amounts falling due after one year (Note 10)	-	-	-	-
<i>Total net assets or liabilities</i>	<u>490,761</u>	<u>3,245</u>	<u>494,006</u>	<u>415,973</u>
Funds of the Charity Restricted income funds (Note 12)	-	3,245	3,245	-75
Unrestricted funds	<u>490,761</u>	<u>-</u>	<u>490,761</u>	<u>416,048</u>
<i>Total funds</i>	<u>490,761</u>	<u>3,245</u>	<u>494,006</u>	<u>415,973</u>

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts
Year ended 31st March 2020**

Note 1: Basis of preparation

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention on a going concern basis with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 1a) issued on 16 July 2014 and with the Charities Act 2011.

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Year ended 31st March 2020**

2.2 INCOME

Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the charity SORP or FRS 102 1a.

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 1a charity SORP).

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 charity SORP).

Contractual income and performance related grants

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

Income from interest, royalties and dividends

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

2.3 EXPENDITURE AND LIABILITIES

Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Year ended 31st March 2020**

Creditors The charity has creditors which are measured at settlement amounts less any trade discounts

Provisions for liabilities A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

2.4 ASSETS

Tangible fixed assets for use by charity They are valued at cost.
The depreciation rates and methods used are disclosed in note 8.1

Debtors Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Current asset investments The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due. They are valued at fair value except where they qualify as basic financial instruments.

**Birmingham Ethnic Education
And Advisory Service Trust**
Notes to the accounts (continued)
Year ended 31st March 2020

Note 3: Analysis of income

	Analysis	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year £
Donations and legacies:	Donations and gifts	390	-	390	-
	Total	<u>390</u>	<u>-</u>	<u>390</u>	<u>-</u>
Charitable activities:	ESOL / Literacy & Numeracy	381,581	49,706	435,287	390,260
	Pre-entry & entry level 1 food awareness	-	4,000	-	-
	Total	<u>381,581</u>	<u>53,706</u>	<u>435,677</u>	<u>390,260</u>
Income from investments:	Interest income	1,294	-	1,294	1,383
	Total	<u>1,294</u>	<u>-</u>	<u>1,294</u>	<u>1,383</u>
TOTAL INCOME		<u>383,265</u>	<u>53,706</u>	<u>436,971</u>	<u>391,643</u>

Prior year balances have been amended. Please see note 14

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Year ended 31st March 2020**

Note 4: Analysis of expenditure

		Unrestricted funds £	Restricted income funds £	Total funds £	Prior year £
Expenditure on charitable activities	Analysis ESOL / Literacy & Numeracy	308,202	46,380	358,588	294,410
	Pre-entry & entry level 1 food awareness	-	4,006	-	-
Total expenditure on charitable activities		<u>308,202</u>	<u>50,386</u>	<u>358,288</u>	<u>294,410</u>
Other	Other donations under £500	350	-	350	320
Total other expenditure		<u>350</u>	<u>-</u>	<u>350</u>	<u>320</u>
TOTAL EXPENDITURE		<u>308,552</u>	<u>50,386</u>	<u>358,938</u>	<u>294,730</u>

Note 5: Details of certain items of expenditure

Fees for examination of the accounts

	This year £	Last year £
Independent examiner's fees	960	960
Other fees	1,500	1,500
	<u>2,460</u>	<u>2,460</u>

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Year ended 31st March 2020**

Note 6: Paid employees

6.1 Staff Costs

	This year	Last year
	£	£
Salaries and wages	244,656	208,436
Social security costs	3,062	8,295
Pension costs (defined contribution scheme)	4,872	2,878
Other employee benefits	-	-
Total staff costs	<u>252,590</u>	<u>219,609</u>

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

6.2 Average head count in the year	This year	Last year
	Number	Number
Charitable Activities	29	21
Total	<u>29</u>	<u>21</u>

Note 7: Defined contribution pension scheme

All expense of pension contributions has been allocated to unrestricted funds under 'Expenditure on Charitable Activities' - ESOL / Literacy & Numeracy

Amount of contributions recognised in the SOFA as an expense	<u>4,872</u>
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**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Year ended 31st March 2020**

Note 8: Tangible fixed assets

8.1 Cost or valuation

	Fixtures, fittings and equipment	Total
	£	£
At the beginning of the year	46,077	46,077
Additions	<u>2,720</u>	<u>2,720</u>
At end of the year	<u>48,797</u>	<u>48,797</u>
	15% Reducing Balance	
	£	£
At beginning of the year	35,358	35,358
Depreciation	<u>2,016</u>	<u>2,016</u>
At end of the year	<u>37,374</u>	<u>37,374</u>
Net book value at the beginning of the year	<u>10,719</u>	<u>10,719</u>
Net book value at the end of the year	<u>11,423</u>	<u>11,423</u>

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Year ended 31st March 2020**

Note 9: Debtors and prepayments

Analysis of debtors	This year £	Last year £
Prepayments and accrued income	211,183	195,930
Other debtors	-	300
Total	<u>211,183</u>	<u>196,230</u>

Note 10: Creditors and accruals

Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Accruals and deferred income	211,098	184,579	-	-
Taxation and social security	3,117	3,207	-	-
Other creditors	651	110	-	-
Total	<u>214,865</u>	<u>187,896</u>	<u>-</u>	<u>-</u>

Note 11: Cash at bank and in hand

	This year £	Last year £
Short term deposits	101,166	85,784
Cash at bank and on hand	385,099	311,137
Total	<u>486,265</u>	<u>396,921</u>

**Birmingham Ethnic Education
And Advisory Service Trust**
Notes to the accounts (continued)
Year ended 31st March 2020

Note 12: Charity funds

12.1 Details of material funds held and movements during the CURRENT reporting period

Fund Names	Type	Purpose and Re- strictions	Fund balances brought Forward £	Income £	Expendi- ture £	Transfers £	Fund balances carried forward £
Seldom Heard Voices Program (Pre-entry & entry level 1 food awareness)	Restricted Funds	Monies are restricted for use on the running of the pro- gramme	-	4,000	-4,006	-	-6
Syrian Refugee Project (ESOL/ Literacy & Numeracy)	Restricted Funds	Monies are restricted for use on the running of the pro- gramme	-75	49,706	-46,380	-	3,251
Other funds	N/a	N/a	416,048	383,265	-308,552	-	490,761
Total Funds			<u>415,973</u>	<u>435,287</u>	<u>-358,938</u>	<u>-</u>	<u>494,006</u>

**Birmingham Ethnic Education
And Advisory Service Trust**
Notes to the accounts (continued)
Year ended 31st March 2020

Note 12: Charity funds

12.1 Details of material funds held and movements during the PREVIOUS reporting period

Fund Names	Type	Purpose and Re- strictions	Fund balances brought Forward £	Income £	Expendi- ture £	Transfers £	Fund balances carried forward £
Syrian Summer Project	Restricted Funds	Monies are restricted for use on the running of the programme	-	4,900	-4,900	-	-
Syrian Refugee Project (ESOL/ Literacy & Numeracy)	Restricted Funds	Monies are restricted for use on the running of the programme	-12,801	48,152	-35,426	-	-75
Other funds	N/a	N/a	378,760	363,692	-254,403	-	488,048
Prior year adjust- ment- other funds (see note 14)			-46,900	-25,100	-	-	-72,000
Total Funds			<u>319,059</u>	<u>391,643</u>	<u>-294,729</u>	<u>-</u>	<u>415,973</u>

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Year ended 31st March 2020**

Note 13: Transactions with trustees and related parties

13.1 Trustee remuneration and benefits

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity

13.2 Trustees' expenses

No trustee expenses have been incurred

13.3 Transactions with related parties

There have been no related party transactions in the reporting period

14. Prior year adjustment

Income is recognised when the charity has met conditions for entitlement. Income had been incorrectly accrued in earlier years and prior year adjustments made accordingly.

Judith Taylor
D M Taylor

Honorary Treasurer -
18/12/20

~~Enclosed~~
P. VENABLES

TRUSTEE
19/12/2020