

Copy

---

1  
**C RENGERT+COMPANY**  
**CHARTERED ACCOUNTANTS**

---

Chequers • Watling Lane • Thaxted • Essex • CM6 2QY  
Telephone: 01371 830500

---

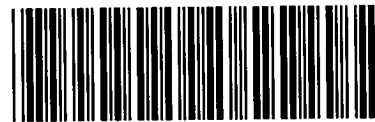
**THE OPEN LEARNING FOUNDATION**

**Financial statements**

**Year ended 30<sup>th</sup> June 2014**

---

FRIDAY



\*A442TGZ5\*

A26

27/03/2015

#167

COMPANIES HOUSE

The Open Learning Foundation

Contents of the Financial Statements  
for the Year Ended 30 June 2014

	Page
Report of the Trustees	1 to 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7 to 8
Detailed Statement of Financial Activities	9

## The Open Learning Foundation

### Report of the Trustees for the Year Ended 30 June 2014

The directors submit their report and the financial statements for the year ended 30th June 2014.

The financial statements comply with current statutory requirements, the memorandum and articles of association and the provisions of the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP) issued in March 2005.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Company number**

02522833 (England and Wales)

##### **Registered Charity number**

1000055

##### **Registered office**

Chequers  
Watling Lane  
Thaxted  
Essex  
CM6 2QY

##### **Trustees**

Mr W J Tovey  
Mr A Bone  
Dr T Duffy  
Mr J W Innerd  
Dr K M Staniland

##### **Company Secretary**

Mr W J Tovey

##### **Independent examiner**

C Rengert & Company Limited  
Chequers  
Watling Lane  
Thaxted  
Essex  
CM6 2QY

##### **Bankers:**

HSBC plc  
4 Old Town Street  
Plymouth  
Devon  
PL1 1DD

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Constitution**

The Open Learning Foundation is a charitable company limited by guarantee and a registered charity, governed by its memorandum and articles of association.

##### **Organisation**

The Foundation is governed by the board of directors, who are also trustees. The board meets regularly. Day to day management and financial control is delegated to a managing director. Links with members are made through contact groups and other special interest working parties. Directors are proposed and elected by members at the annual general meeting, and serve for three years.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Reserves policy and risk management**

In 2000, when the affairs of the Foundation were significantly reorganised, the directors carried out a review of the future activities of the Foundation and set out a medium-term budget with the objective of establishing a satisfactory level of reserves and a protection against those risks which might threaten the security of the Foundation. An ongoing risk assessment is carried out by the directors.

The 2000 review and plan is being revisited in the light of reduced membership as a result of the financial pressures currently experienced in higher education. The level of reserves is, in the opinion of the directors, adequate but not excessive.

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

The main purpose of the Foundation is to work with its members in the creation, testing and implementation of all aspects of flexible education. In particular the Foundation provides:

- Quality open learning materials at degree level for use by member universities and colleges
- Support for flexible learning development
- Research, staff development and training
- Representation of members' interests in flexible education to government and commerce
- A range of educational opportunities

## **ACHIEVEMENT AND PERFORMANCE**

### **REVIEW OF THE YEAR TO 30th JUNE 2014**

The trustees have devoted the period under review to a detailed appraisal of the present and future activities of the Foundation in the light of the financial stringency experienced by higher education and its impact upon membership. That review is ongoing.

### **REVIEW OF FINANCIAL POSITION**

Income in the year is reduced as a result of a reduction in membership. Costs are also reduced. Investment in the development of learning materials and in marketing continues, guided by the ongoing review referred to in the previous paragraph.

### **TRUSTEE INDEMNITY INSURANCE**

The Foundation has purchased indemnity insurance cover for the trustees included in a total insurance cost of £1,076..

### **STATEMENT OF TRUSTEES RESPONSIBILITIES**

The trustees (who are also the directors of The Open Learning Foundation for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

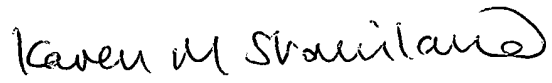
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Open Learning Foundation

Report of the Trustees  
for the Year Ended 30 June 2014

Approved by order of the board of trustees on 25 March 2015 and signed on its behalf by:

A handwritten signature in black ink, reading "Karen M Staniland". The signature is written in a cursive style with a large, looping initial 'K' and a distinct 'M'.

Dr K M Staniland - Trustee

Independent Examiner's Report to the Trustees of  
The Open Learning Foundation

I report on the accounts for the year ended 30 June 2014 set out on pages five to eight.

**Respective responsibilities of trustees and examiner**

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

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

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

**Basis of the independent examiner's report**

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

**Independent examiner's statement**

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

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



Christopher Rengert FCA  
C Rengert & Company Limited  
Chequers  
Watling Lane  
Thaxted  
Essex  
CM6 2QY

Date: 28 March 2015

The Open Learning Foundation

Statement of Financial Activities  
for the Year Ended 30 June 2014

	Notes	30.6.14 Unrestricted fund £	30.6.13 Total funds £
<b>INCOMING RESOURCES</b>			
<b>Incoming resources from charitable activities</b>			
Interest receivable		31	39
Subscriptions		17,000	26,029
<b>Total incoming resources</b>		<b>17,031</b>	<b>26,068</b>
<b>RESOURCES EXPENDED</b>			
<b>Charitable activities</b>			
Direct charitable expenditure		27,768	31,831
Management and administration		2,735	3,560
<b>Total resources expended</b>		<b>30,503</b>	<b>35,391</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>			
		<b>(13,472)</b>	<b>(9,323)</b>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		<b>57,569</b>	<b>66,892</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>44,097</b>	<b>57,569</b>

The notes form part of these financial statements

The Open Learning Foundation

Balance Sheet

At 30 June 2014

	Notes	30.6.14 Unrestricted fund £	30.6.13 Total funds £
<b>CURRENT ASSETS</b>			
Debtors	3	1,903	6,448
Cash at bank		61,848	76,557
		<u>63,751</u>	<u>83,005</u>
<b>CREDITORS</b>			
Amounts falling due within one year	4	(19,654)	(25,436)
		<u>44,097</u>	<u>57,569</u>
<b>NET CURRENT ASSETS</b>			
		<u>44,097</u>	<u>57,569</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		<u>44,097</u>	<u>57,569</u>
<b>NET ASSETS</b>			
		<u>44,097</u>	<u>57,569</u>
<b>FUNDS</b>	5		
Unrestricted funds		44,097	57,569
<b>TOTAL FUNDS</b>		<u>44,097</u>	<u>57,569</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 June 2014.


The members have not required the charitable company to obtain an audit of its financial statements for the year ended 30 June 2014 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 25 March 2015 and were signed on its behalf by:



Dr K M Staniland -Trustee

The notes form part of these financial statements



Notes to the Financial Statements  
for the Year Ended 30 June 2014

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**Income**

The financial statements include subscription income to the extent that it is attributable to the period of the financial statements. The proportion of subscriptions attributable to periods after the accounting year-end is shown in the balance sheet as deferred income. Other income is recognised in the accounts as invoiced or received.

**Charitable funds**

None of the funds of the company are restricted to any purpose or designated for any purpose. All funds are treated in the financial statements as available for the general purposes of the charity.

**2. TRUSTEES' REMUNERATION AND BENEFITS**

One trustee is entitled to receive fees of £9,000 (2013 - £4,500).

**Trustees' expenses**

Out of pocket expenses totalling £1,045 (2013 - £1,414) were paid to directors.

**3. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	30.6.14	30.6.13
	£	£
Trade debtors: subscriptions	-	4,312
Prepayments and accrued income	1,903	2,136
	<u>1,903</u>	<u>6,448</u>

**4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	30.6.14	30.6.13
	£	£
Other tax and social security	12,306	12,306
Accrued expenses	4,160	7,130
Subscriptions in advance	3,188	6,000
	<u>19,654</u>	<u>25,436</u>

**5. MOVEMENT IN FUNDS**

	At 1.7.13	Net movement	At 30.6.14
	£	in funds	£
		£	
<b>Unrestricted funds</b>			
General fund	57,569	(13,472)	44,097
	<u>57,569</u>	<u>(13,472)</u>	<u>44,097</u>
<b>TOTAL FUNDS</b>	<u>57,569</u>	<u>(13,472)</u>	<u>44,097</u>

Notes to the Financial Statements - continued  
for the Year Ended 30 June 2014

**5. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	17,031	(30,503)	(13,472)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>17,031</u>	<u>(30,503)</u>	<u>(13,472)</u>

**6. SHARE CAPITAL**

The company is limited by guarantee. Each member has undertaken to subscribe £1 in the event of liquidation.

**7. TAXATION**

As a registered charity the company is not liable to corporation tax on its mainstream charitable activity.

**8. REMUNERATION OF EMPLOYEES**

There were no employees in the year under review.

**9. CONTINGENT LIABILITY**

As reported in the accounts of earlier years the landlord of the Foundation's former leasehold property indicated when the lease expired an intention to claim for dilapidations. The liability, if any, cannot be determined. The directors do not now expect a claim to arise.

The Open Learning Foundation

Detailed Statement of Financial Activities  
for the Year Ended 30 June 2014

	30.6.14 £	30.6.13 £
<b>INCOMING RESOURCES</b>		
<b>Incoming resources from charitable activities</b>		
Subscriptions	17,000	26,029
Bank deposit interest	31	39
	<hr/> 17,031	<hr/> 26,068
<b>Total incoming resources</b>	<hr/> 17,031	<hr/> 26,068
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Preparation and dissemination of learning materials	12,458	8,050
Co-ordinators' fees	1,500	2,625
Subscriptions	-	12
Management and staff costs	9,000	10,375
Accommodation	438	1,717
Insurance	1,587	1,571
Professional costs	2,100	2,520
Office costs	516	321
Trustees' expenses	1,045	1,414
Marketing and promotion	1,476	6,006
Residual costs of subsidiary	-	476
Other costs	383	304
	<hr/> 30,503	<hr/> 35,391
<b>Total resources expended</b>	<hr/> 30,503	<hr/> 35,391
<b>Net expenditure</b>	<hr/> <hr/> (13,472)	<hr/> <hr/> (9,323)