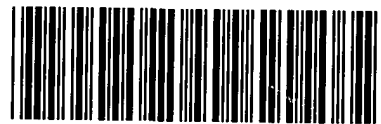


**CENTRE FOR SELF MANAGED LEARNING LIMITED**  
**(A Company Limited by Guarantee)**

**Financial Statements**  
**31 May 2014**

**Registered Company Number: 02814910**  
**Registered Charity Number: 1110315**

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# **CENTRE FOR SELF MANAGED LEARNING LIMITED**

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# **CENTRE FOR SELF MANAGED LEARNING LIMITED**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

**Registered Charity Number** 1110315

**Registered Company Number** 02814910

**Trustees (who are also Directors)**  
Anne Gimson  
Ben Bennett  
Rob Shorrick

**Registered Office**  
23 Western Road,  
Abergavenny  
Gwent  
NP7 7AB

**Independent Examiner**  
Clare Osbond (FCIE)  
Voluntary Sector Services  
12 Silverdale Road  
Hove  
East Sussex  
BN3 6FE

**Bankers**  
CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

# **CENTRE FOR SELF MANAGED LEARNING LIMITED**

## **REPORT OF THE TRUSTEES**

The Trustees of Centre for Self Managed Learning are pleased to present their report and financial statements for the year ended 31<sup>st</sup> May 2014.

### **1.0 ORGANISATIONAL STRUCTURE AND MANAGEMENT**

#### **1.1 Charity status**

The Centre for Self Managed Learning is a registered charity, receiving charitable status on 5<sup>th</sup> July 2005. It is a company limited by guarantee and was incorporated on 4<sup>th</sup> May 1993 under the Companies Act 1985. The Centre for Self Managed Learning was established under a Memorandum of Association, which describes the objects and powers of the charitable company; it is governed under its Articles of Association as amended by special resolution on 6<sup>th</sup> June 2005. Under those Articles, the Trustees are elected by the existing trustees.

#### **1.2 Governance and decision making**

The Board of Trustees governs the Centre for Self Managed Learning and meets at least once a year to discuss and review strategy, planning, development and financial matters. Day-to-day management of the organisation is delegated to the newly formed Governing Body (see section 3).

#### **1.3 Recruitment, appointment induction and training of Trustees**

Trustees will be recruited and appointed on the basis of their knowledge and understanding of the principles and practice of Self Managed Learning. They must be committed to working in the interests of and actively supporting the aims of the Charity. Trustees must be age 18 or over. The planned appointment of two additional trustees during the year was postponed to the forthcoming year.

### **2.0 OBJECTIVES AND ACTIVITIES**

#### **2.1 Objects**

The advancement of education among young people and adults within the UK and abroad by the provision of resources, facilities, materials, information, advice and support to those advancing education policy and practice both in and outside state systems.

#### **2.2 Aims and principal activities**

The principal aim of the organisation is the promotion and development of Self Managed Learning via the Self Managed Learning College focusing on programmes for young people. This organisation organises events promoting the Self Managed Learning approach, engages in educational research and publishes materials on learning issues. Our principle sources of income are fees from parents and from local authorities, grants from funding bodies wishing to support community groups and advancement in education and donations from social enterprise organisations (principally Strategic Developments International Ltd). Our main expenditure is attributed to the running costs of the College. This growing project allows the charity to provide sustainable support to young people engaging in SML. Our key objectives are:

- Provision of a web site with free access to published articles, information and advice line about Self-Managed Learning (SML)
- Designing and running SML programs for adults and young people.
- Ongoing development of projects.

## **CENTRE FOR SELF MANAGED LEARNING LIMITED**

### **REPORT OF THE TRUSTEES - CONTINUED**

- Publication of free newsletters and articles about our work with adults and young people
- Development of materials to allow others to adopt the approach
- Provision of events to disseminate SML
- Provision of seminars on educational issues
- Work with other local organisations to develop a small school in the centre of Brighton
- Programmes for school heads
- Collaboration with universities – including taking students on placements, collaborating on research and organising educational events
- Providing volunteer opportunities for adults
- Welcoming visitors to learn about our work

#### **2.3 How the Centre for Self Managed Learning activities deliver public benefit**

Public benefit is delivered through the activities of the Self Managed Learning College which provides opportunities for young people age 9 – 16 (the beneficiaries) to take responsibility for their learning and future direction whilst supporting and challenging one another. In this way, they develop the capability for life-long learning and are far better prepared to take their place in society as self-reliant citizens. One example of the results achieved is that all the students leaving the College at 16 have gone on to further education, or sixth form college, i.e. the College has had no NEETs since its beginnings in 1999. This record is particularly impressive given that students in the College tend to be those who have not succeeded in school.

#### **3.0 ACHIEVEMENTS AND PERFORMANCE IN 2013/14**

At the end of 2013 the local authority withdrew its financial support for students who had previously been supported under the Alternative Provision Funding. During the campaign to keep the funding, the College received support from educationalists, authors, schools, parents, charities etc around the world and an edited version of some of those comments is available. Despite the decision of the Council the College was able to maintain numbers through to the summer via a loan to cover bursaries and a Fundraising Committee was established to increase income from charitable sources.

Also in the year the management committee of the College was disbanded and a new Governing Body created. This body has on it representatives of volunteers, sessional providers, current and ex parents, students, local universities and colleges and local businesses. The Governing Body now oversees all activities of the College and will be joined by a trustee in the forthcoming year to provide a link between the two bodies.

The College continued to provide free newsletters and publications alongside its support of research.

#### **4.0 FINANCIAL REVIEW**

The accounts declared in this report have been prepared in accordance with Statement of Recommended Practice: Accounting for Charities (SORP 2005) and with relevant companies and charities legislation and regulations. The Statement of Financial Activities on page 8 shows the Centre for Self Managed Learning income from all sources and how this was expended, and the split of activity between restricted and unrestricted funds.

## CENTRE FOR SELF MANAGED LEARNING LIMITED

### REPORT OF THE TRUSTEES - CONTINUED

#### 4.1 Overview

The year ended 31<sup>st</sup> May 2014 ended with a surplus of £11,474 all of which was unrestricted, and was added to general reserves which, after transfers, now stand at £43,860. By comparison, 31<sup>st</sup> May 2012 recorded a £8,823 surplus which was an unrestricted surplus, leaving general reserves to carry forward after transfers of £32,386.

Total incoming resources for 2013/14 amounted to £67,835 compared to £72,698 in the previous year, an decrease of £4,863 from 2012/13.

Total expenditure for 2013/14 amounted to £56,361, compared to £63,875 in the previous year, a decrease of £7,514 from 2012/13.

In line with SORP 2005, expenditure is analysed into three main categories; charitable activities, governance and management of the charity and costs of generating funds. Charitable activities comprise the main work of the charity. Expenditure on charitable activities was £55,861 in 2013/14, compared to £63,375 in the previous year, a decrease of £7,514.

Expenditure on the governance of the charity was £500 (2012/13: £500). This category contains the costs of complying with regulations as well as managing the organisation's finances, including audit costs, and trustees' expenses.

#### 4.2 Financial outlook

The College now has an active Fundraising Committee that reports into the Governing Body. While the economic climate is difficult in relation to charitable giving the College has a good case for its role and there is confidence that this committee will provide a source of income. College fees have remained as for the previous year and parents are able to pay.

The College has continued to get support from schools in funding students. When the Council discussed whether it would continue to provide central funding (given the Government's change of funding) the Children and Young People Committee decided not to, but agreed the following (which was minuted at its meeting in November 2013).

*3.15 For the avoidance of doubt this decision will not affect the discretion of maintained schools to continue to use the SMLC for the provision of education to some pupils on the school roll, where appropriate, and at their own discretion, as further indicated at paragraph 4.2 below.*

*4.2 At a meeting of the Secondary School Partnership of Headteachers on 16th October 2013, the Headteachers expressed their interest in the possibility of placing their students at the SMLC where deemed appropriate for the student, in the event that the school agrees that that it cannot meet the educational needs of the child in mainstream provision. This is of course entirely at the school's discretion, and the school would assume funding responsibility for those places.*

#### 4.3 Reserves

The Centre for Self Managed Learning is committed to using its resources in pursuit of its charitable objectives. It is also committed to maintaining a level of reserves that is prudent to meeting ongoing liabilities, sufficient to ensure that all delivery commitments can be met and to protect the long-term future of the Centre for Self Managed Learning operations. The Centre for Self Managed Learning reserves policy seeks to balance these priorities by aiming to hold a level of reserves which equates to 3 months expenditure of the charity, based on the planned expenditure for the year. As at 31<sup>st</sup> May 2013, unrestricted reserves

## **CENTRE FOR SELF MANAGED LEARNING LIMITED**

### **REPORT OF THE TRUSTEES - CONTINUED**

were £32,386 which represents 6 months of total 2013 expenditure. The level of reserves will continue to be monitored quarterly, and appropriate action will be taken if reserves fall outside of the desired range.

#### **5.0 PLANS FOR THE FUTURE**

The College Governors have tasked the Fundraising Committee with three levels of need. Short term there is the matter of paying off the £8000 loan. Medium term there is a need for more external funding for general activities. Longer term the desire is for the College to have its own premises and this will require £2million given local property prices.

As for activities, the College needs to grow from 12 students currently to possibly 24 students. This size is manageable in the current premises. However large growth beyond this is not planned. Also the current premises are planned for a major overhaul by Brighton Youth Centre (who own the building). The College hopes that changes will be beneficial to students, eg by having more smaller rooms.

#### **6.0 STATEMENT OF TRUSTEE RESPONSIBILITIES**

The Trustees are responsible for preparing the financial statements in accordance with applicable law and 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 the affairs of the company and of the results of the company for that period. In preparing these financial statements, the Trustees are required to

- select suitable accounting policies and then apply them consistently;
- 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 company will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at anytime the financial position of the charitable company and enables 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.

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Trustees on 12/1/15 and signed on their behalf by:



Ben Bennett  
Trustee / Director

## **CENTRE FOR SELF MANAGED LEARNING LIMITED**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 MAY 2014**

I report on the accounts of the company for the year ended 31 May 2014, which are set out on pages 8 to 13.

#### Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The 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 needed.

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 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 statement 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 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005).

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.



**CENTRE FOR SELF MANAGED LEARNING LIMITED**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31  
MAY 2014 - CONTINUED**

Clare Osbond, FCIE  
Voluntary Sector Services  
12 Silverdale Road  
Hove  
BN3 6FE

Signature..... *C Osbond* .....

Date..... *20/01/15* .....

**CENTRE FOR SELF MANAGED LEARNING LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCLUDING INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MAY 2014**

		Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
	Notes				
<b>Incoming Resources</b>					
Incoming resources from charitable activities:					
Donations	3	17,867		17,867	40
Fee income		49,921		49,921	72,617
Incoming resources from generated funds:					
Bank interest					41
Other incoming resources		47		47	
<b>Total Incoming Resources</b>		<u>67,835</u>		<u>67,835</u>	<u>72,698</u>
<b>Resources Expended</b>					
Costs of generating funds		-		-	-
Charitable activities		55,861		55,861	63,375
Governance costs		500		500	500
<b>Total Resources Expended</b>	4	<u>56,361</u>		<u>56,361</u>	<u>63,875</u>
<b>Net Incoming/(Outgoing) Resources before transfers</b>		11,474		11,474	8,823
Transfer		-		-	-
<b>Net Incoming/(Outgoing) Resources for the year</b>		<u>11,474</u>		<u>11,474</u>	<u>8,823</u>
<b>Fund Balances at 1<sup>st</sup> June 2013</b>		<u>32,386</u>		<u>32,386</u>	<u>23,563</u>
<b>Fund Balances at 31<sup>st</sup> May 2014</b>		<u>43,860</u>		<u>43,860</u>	<u>32,386</u>

All amounts relate to continuing activities.

There have been no recognised gains or losses other than the result for the financial year and all surpluses or deficits have been accounted for on an historical cost basis.

The notes on pages 10 to 13 form part of these financial statements

# CENTRE FOR SELF MANAGED LEARNING LIMITED

## BALANCE SHEET AS AT 31<sup>ST</sup> MAY 2014

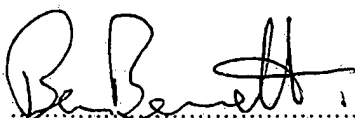
	Note	2014		2013	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible Assets	5		1,673		1,529
<b>Current Assets</b>					
Debtors	7		436		1,152
Cash at Bank and in hand			53,276		31,338
			<u>53,712</u>		<u>32,490</u>
<b>Creditors: Amounts falling due within 1 year</b>	8		11,525		1,633
<b>Net Current Assets</b>			42,187		30,857
<b>Net Assets</b>	9		<u>43,860</u>		<u>32,386</u>
<b>Reserves</b>					
Unrestricted Funds			43,860		32,386
Restricted Funds			-		-
<b>Total Funds</b>	10		<u>43,860</u>		<u>32,386</u>

For the year ending 31<sup>st</sup> May 2014, the company was entitled to exemption from audit under Section 477 of the Companies Act 2006. The members have not required the company to obtain an audit of its financial statements for the year ended 31<sup>st</sup> May 2014 under Section 476 of the Companies Act 2006. The directors acknowledge their responsibilities for:

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

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

The financial statements on pages 8 to 13 were approved by the board of Directors on ..... and were signed on it's behalf by:



Ben Bennett  
Director / Trustee

The notes on pages 10 to 13 form part of these financial statements

**CENTRE FOR SELF MANAGED LEARNING LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MAY 2014**

**1 ACCOUNTING POLICIES**

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the financial statements.

**a) *Basis of Preparation***

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 follow the recommendations in Accounting and Reporting by Charities: Statement of Recommended Practice issued in March 2005.

**b) *Funds***

The Charity has various types of funds for which it is responsible:-

Unrestricted Funds – these funds are for use on the general charitable objectives of the Charity.

Restricted Funds – these funds are for use as directed by the donor.

**c) *Incoming Resources***

***Grants***

Grants are recognised on an accruals basis, accounted for in relation to the period that they relate. Where grants have been received for capital items, the total grant has been disclosed in the SOFA and depreciation, in accordance with the accounting policies, has been charged against that income over the estimated useful economic life of the asset.

Where grants are received during the year under review but relate to a later period the amount is deferred under Grants in Advance in the Balance Sheet (see Notes 4 and 9).

**d) *Resources expended***

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration on each activity, comprising the salary and overhead costs of the central function, is apportioned on a basis which is an estimate, based on the proportion of cost of each activity to the total cost of all activities.

**e) *Depreciation and Fixed Assets***

Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life which in all cases is estimated at 3 years. The company does not have a minimum value for capitalisation of fixed assets

**CENTRE FOR SELF MANAGED LEARNING LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MAY 2014 - CONTINUED**

**2 NET INCOMING RESOURCES FOR THE YEAR**

	2014	2013
	£	£
This is stating after charging :		
Depreciation	<u>742</u>	<u>397</u>
Independent Examiner's Fees	<u>500</u>	<u>500</u>

No Trustee received emoluments (2013: £NIL) or reimbursed expenses (2013: £NIL)

**3 GRANTS & DONATIONS**

	Unrestricted	Restricted	Total	Total
	£	£	2014	2013
			£	£
<b>Donations:</b>				
Sussex Community Foundation	1,000		1,000	-
Strategic Developments International	16,317		16,317	-
Other donations	550		550	40
	<u>17,867</u>		<u>17,867</u>	<u>790</u>

**4 RESOURCES EXPENDED**

	2014	2013
	£	£
<b>Charitable activities:</b>		
<u>Direct costs</u>		
Staff costs	32,449	42,015
Volunteer expenses	4	92
Trips & resources	7	2,672
Herts programme	2,850	2,138
Computer costs	270	1,180
Rent	5,000	4,667
Buildings & Utilities	157	155
Insurance	768	817
Canteen	1,000	694
Depreciation	972	397
	<u>43,477</u>	<u>54,827</u>
<u>Support costs</u>		
Events	1,189	3,369
Printing & Advertising	8,267	118
Subscriptions	57	213
Office costs	2,079	186
Website	126	-
Subsistence & travel	307	1,043
Training & conferences	-	3,565
Miscellaneous	359	54
	<u>12,384</u>	<u>8,548</u>
<b>Total Charitable Activities</b>	<u>55,861</u>	<u>63,375</u>

**CENTRE FOR SELF MANAGED LEARNING LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MAY 2014 – CONTINUED**

**4. RESOURCES EXPENDED - continued**

	Unrestricted	Restricted	2014 Total	2013 Total
	£	£	£	£
<b>Governance costs:</b>				
Independent examination	500	-	500	500
	<u>500</u>	<u>-</u>	<u>500</u>	<u>500</u>

**5. TANGIBLE FIXED ASSETS**

	Computer Equipment
	£
<b>Cost</b>	
At 1 June 2013	2,227
Additions	1,117
At 31 May 2014	<u>3,344</u>
<b>Depreciation</b>	
At 1 June 2013	699
Charge for the year	972
At 31 May 2014	<u>1,671</u>
<b>Net Book Value</b>	
At 31 May 2014	<u>1,673</u>
At 31 May 2013	<u>1,529</u>

**6. TAXATION**

The company is a Registered Charity and, under section 505(1) of the Income and Corporation Taxes Act 1988, is exempt from Corporation Tax on its charitable activities.

**7. DEBTORS**

	2014	2013
	£	£
Trade debtors	100	950
Prepayments	336	202
	<u>436</u>	<u>1,152</u>

**8. CREDITORS: Amounts falling due within one year**

	2014	2013
	£	£
Trade creditors	3,025	1,133
Loan	8,000	-
Accruals	500	500
	<u>11,525</u>	<u>1,633</u>

**CENTRE FOR SELF MANAGED LEARNING LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MAY 2014 - CONTINUED**

**9 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Tangible Fixed Assets	1,673	-	1,673
Net Current Assets	42,187	-	42,187
Net Assets	<u>43,860</u>	<u>-</u>	<u>43,860</u>

**10 MOVEMENT IN FUNDS**

	<b>Balance 1 June 2013</b>	<b>Incoming Resources</b>	<b>Outgoing Resources</b>	<b>Transfer</b>	<b>Balance 31 May 2014</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
Unrestricted funds	32,386	67,835	(56,361)	-	43,860
	<u>32,386</u>	<u>67,835</u>	<u>(56,361)</u>	<u>-</u>	<u>43,860</u>