Company registration number: 05385880
Charity registration number: 1110956

ABLAZE A Business Learning Action Zone for Education

(A company limited by guarantee)

Annual report and financial statements

for the year ended 31 August 2013

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ABLAZE A Business Learning Action Zone for Education

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ABLAZE A Business Learning Action Zone for Education

Reference and administrative details

Charity name	ABLAZE A Business Learning Action Zone for Education
Charity registration number	1110956
Company registration number	05385880
Principal office	TLT One Redcliff Street Bristol BS1 6NP
Registered office	C/o Milsted Langdon LLP One Redcliff Street Bristol BS1 6NP
Trustees	Nigel Hutchings, Chairman, Director and Trustee Malcolm Broad MBE, Director and Trustee Roger Opie, Director and Trustee Paul Kearney, Director and Trustee Robert Bourns, Director and Trustee Ronald Ritchie, Director and Trustee Sarah Allen, Director and Trustee (Appointed 9 May 2013) Malachy McReynolds, Director and Trustee (Appointed 9 May 2013)
Secretaries	Andy Freeman, Company secretary (Resigned on 1 October 2012) Peter Manning, Company secretary (Appointed on 1 October 2012)
Accountant	Anthony Robin Dicker FCA

ABLAZE A Business Learning Action Zone for Education

Trustees' Report

The trustees present their report and financial statements for the year ended 31 August 2013.

The aim of our charity is to continue to develop partnerships between business and education pioneered by the Bristol Education Action Zone.

Objectives and activities

The objectives of the charity, as laid down in its Memorandum and Articles of Association, are to advance education and training by raising the aspiration, achievement and attainment of young people, enriching educational opportunities, improving access to education and the equity and quality of education, creating, developing and sustaining learning partnerships between the education, business and public sectors and advancing the learning of professionals involved in the education, business and public sectors and others concerned with creating communities where learning comes first.

How our activitites deliver public benefit

The overall aim of the Charity is to provide children and young people the opportunity to develop their skills through the assistance and interaction with business men and women.

ABLAZE's objective therefore provides children and young people a chance they may not otherwise have.

Achievements and performance

- During the year yet another record was set for the number of primary school children receiving regular 1:1 support from a business volunteer. 1393 children derived benefit which represented an 18% increase on the previous year
- In secondary schools new programmes showed a focus on disadvantaged students and students becoming forces for change in their schools and communities. The demand for employability skills remained strong
- Over 1,000 volunteers were maintained with a continuing growth of new businesses providing volunteers
- Airbus became Business of the Year with strong numbers of 100 plus working in primary schools
- At the annual celebration event many school and business co-ordinators were recognised for exemplary work and dedication
- TLT continued to generously provide pro bono office accommodation and gained a national award for their support of Ablaze
- University of the West of England provided support in a number of areas
- Many business governors for schools were recruited by Ablaze
- Individual positive business role models made huge impacts with students
- Enthusiastic new supporters include Foot Anstey, Linux IT, GKN, Handelsbanken, Simmons& Simmons, MOD and Mott MacDonald
- Rolls-Royce generously sponsored the celebration event on the SS Great Britain and remain the largest financial backer
- Impact measures show good increases in skill levels and aspirations

ABLAZE A Business Learning Action Zone for Education

Trustees' report

Financial review

The charity reported net expenditure of £11,289 which decreased the funds of the charity to £43,011 by the end of the year.

Fundraising activities

The trustees continue to widen the funding base beyond contributions from the private sector, local authorities and charitable trusts. Additional activities include training charges for volunteers and receiving commissions from academies to deliver programmes which represent a more forceful fundraising strategy. There is an increased dependency on business contributions and a new rigour in charging schools.

Investment policy

The trustees have wide powers of investment. Surplus short term funds are held in an interest bearing deposit account.

Policy on reserves

The charity aims require the activities to be sustained for the foreseeable future and as such the charity, aim to carry forward sufficient reserves to facilitate this. Core activities are sustained through the activity of volunteers and therefore the cost to the charity of these activities is limited to the administration and co-ordination. Additional funding for non-core activities is always being sought.

The charity aims to maintain reserves such that it would be able to continue in operation for at least nine months should its funding be restricted.

Office accommodation

TLT Solicitors generously provide Ablaze with office accommodation. This contribution is valued at approaching £20,000 per annum.

Plans for future periods

The trustees intend to pursue alternative sources of funding. Local authority contributions and commissions have disappeared. Consequently, a more forceful approach to businesses will go beyond requests for donations and include charging for some services including training of volunteers. Similarly academies and schools will be charged, with work only beginning on receipt of a purchase order. Working in partnership with other bodies is planned.

Structure, governance and management

The charity is constituted as a private company, limited by guarantee and therefore has no share capital. It is governed by a Memorandum and Articles of Association, dated 8 March 2005, and amended by Written Resolution, dated 1 August 2005. It is registered as a charity with the Charity Commission.

The directors constantly review the skill set and experiences required by the Board of Trustees to ensure that Board membership reflects the correct balance and skills required to maximise effectiveness. The Directors who served during the year and up to the date of this report are set out on page 1.

A clear plan exists to recruit new trustees to provide additional expertise and further ensure the sustainability of the charity. Two new trustees have been recruited with particular expertise.

Trustee training

Trustees receive training and are regularly updated on changes in legislation and best practice guidance issued from time to time by the Charity Commission.

ABLAZE A Business Learning Action Zone for Education

Trustees' report

Risk management

The directors have carried out a thorough review of the risks facing the charity and these are reviewed at every Board meeting. The risks are prioritised and the Chief Executive and directors are tasked to formulate and implement plans to minimise risks. Procedures to mitigate risk are reviewed to ensure the objectives and needs of the organisation can be met.

Trustees' responsibilities in relation to the financial statements

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 charitable company at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements the trustees should follow best practice and:

- 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 not appropriate to assume that the charity will continue in operation

The trustees of the charity 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. The trustees 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.

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the board and signed on its behalf by:

....

Nigel Hutchings
Trustee

Date: 29/5/2014

Independent examiner's report to the trustees of

ABLAZE A Business Learning Action Zone for Education

I report on the accounts of the company for the year ended 31 August 2013, which are set out on pages 6 to 14.

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;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act; and
- 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

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.

....

Anthony Robin Dicker FCA

Date: 29/5/2014

ABLAZE A Business Learning Action Zone for Education

Statement of financial activities (including income and expenditure account) for the year ended 31 August 2013

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2013	Total Funds 2012
		£	£	£	£
Incoming resources					
Incoming resources from generated funds					
Voluntary income	2	50,609	5,000	55,609	75,401
Activities for generating funds	3	17,725	-	17,725	-
Investment income	4	23	-	23	28
Total incoming resources		68,357	5,000	73,357	75,429
Resources expended					
Charitable activities	5	71,276	4,000	75,276	87,410
Governance costs	5	5,397	-	5,397	3,894
Support costs	5	3,973	-	3,973	3,979
Total resources expended		80,646	4,000	84,646	95,283
Net expenditure before transfers		(12,289)	1,000	(11,289)	(19,854)
Transfers					
Gross transfers between funds		-	-	-	-
Net movements in funds		(12,289)	1,000	(11,289)	(19,854)
Reconciliation of funds					
Total funds brought forward		54,300	-	54,300	74,154
Total funds carried forward		42,011	1,000	43,011	54,300

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

ABLAZE A Business Learning Action Zone for Education (Registration number: 05385880)

Balance sheet as at 31 August 2013

	Note	2013 £	2013 £	2012 £	2012 £
Fixed assets					
Tangible assets	10		433		-
Current assets					
Debtors	11	1,907		6,200	
Cash at bank and in hand		44,216		48,965	
		46,123		55,165	
Creditors: Amounts falling due within one year	12	(3,545)		(865)	
Net current assets			42,578		54,300
Net assets			43,011		54,300
The funds of the charity:					
Restricted funds in surplus			1,000		-
Restricted funds in deficit					
Restricted income fund			-		-
Total restricted funds			1,000		-
Unrestricted funds					
General funds			42,011		54,300
Total charity funds			43,011		54,300

For the financial year ended 31 August 2013, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the board on 29/5/14 and signed on its behalf by:

....

Nigel Hutchings
Trustee

The notes on pages 8 to 14 form an integral part of these financial statements.

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities (SORP 2005)', issued in March 2005, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 15.

Incoming resources

All incoming resources included in the statement of financial activity when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

Donations are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income is recognised on a receivable basis.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable resources expended comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

.... *continued*

Fixed assets

Individual fixed assets costing £200 or less are treated as resources expended.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Fixtures, fittings and equipment 33% straight line basis

2 Voluntary income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2013 £	Total Funds 2012 £
Donations and legacies				
Donations	50,609	5,000	55,609	75,401

3 Activities for generating funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2013 £	Total Funds 2012 £
Trading activity				
Primary purpose trading	17,725	-	17,725	-

4 Investment income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2013 £	Total Funds 2012 £
Income from other investments	23	-	23	28

.... *continued*

5 Total resources expended

	Charitable activity	Governance	Support costs	Total
	£	£	£	£
Direct costs				
Widening Participation	4,000	-	-	4,000
Celebration event	1,158	-	-	1,158
Chief Executive officer	29,300	-	-	29,300
Employment costs	40,308	-	-	40,308
Website development and improvements to IT infrastructure	-	-	872	872
Core activities	510	-	180	690
Sundry and other costs	-	-	1,141	1,141
Advertising and promotion	-	-	400	400
Accountancy fees	-	4,884	-	4,884
Legal and professional costs	-	513	1,158	1,671
Stationery	-	-	6	6
Depreciation of tangible fixed assets	-	-	216	216
	75,276	5,397	3,973	84,646

6 Trustees' remuneration and expenses

During the year the charity has paid one of its trustees, Roger Opie, for his work as the charity's CEO. The remuneration is for that role, and not for his services as Trustee, totalled £29,300 (2012: £29,300) for the year.

During the year the charity also paid Roger Opie consultancy fees in respect of services that he provided to enable the charity to deliver various programmes. The consultancy fee in respect of Widening Participation totalled £4,000 (2012: Aim Higher - £10,800) for the year.

During the year the charity has also reimbursed Roger Opie for expenses that he has incurred on behalf of the charity and in furtherance of the charity's objectives. These expenses totalled £498 (2012: £755) for the year.

7 Net expenditure

Net expenditure is stated after charging:

	2013	2012
	£	£
Depreciation of tangible fixed assets	216	212

.... *continued*

8 Employees' remuneration

The average number of persons employed by the charity (including trustees) during the year was as follows:

	2013 No.	2012 No.
Charitable activities	2	2

The aggregate payroll costs of these persons were as follows:

	2013 £	2012 £
Wages and salaries	40,308	41,484

No employee received emoluments of more than £60,000 during the year (2012 - No. 0).

9 Taxation

The company is a registered charity and is, therefore, exempt from taxation on income and gains falling within section 505 of the Taxes Act 1988 or section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that this applied to its charitable objects. No tax charges have arisen on the charity.

.... *continued*

10 Tangible fixed assets

	Fixtures, fittings and equipment £
Cost	
As at 1 September 2012	1,140
Additions	649
Disposals	(499)
As at 31 August 2013	1,290
Depreciation	
As at 1 September 2012	1,140
Eliminated on disposals	(499)
Charge for the year	216
As at 31 August 2013	857
Net book value	
As at 31 August 2013	433
As at 31 August 2012	-

11 Debtors

	2013 £	2012 £
Trade debtors	1,250	6,200
Other debtors	657	-
	1,907	6,200

.... *continued*

12 Creditors: amounts falling due within one year

	2013	2012
	£	£
Trade creditors	435	-
Taxation and social security	405	865
Accruals and deferred income	2,705	-
	3,545	865

Creditors amounts falling due within one year includes deferred income:

	2013	2012
	£	£
Amount deferred in the year	1,465	-
As at 31 August 2013	1,465	-

13 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

14 Contingent liabilities

The charity received a donation during the year with the condition that it could become repayable at some point in the future although this is considered unlikely. If any part of this donation becomes repayable to the donor, the maximum amount the charity would have to repay is £10,330.

.... *continued*

15 Analysis of funds

	At 1 September 2012	Incoming resources	Resources expended	At 31 August 2013
	£	£	£	£
General Funds				
Unrestricted income fund	54,300	68,357	(80,646)	42,011
Restricted Funds				
Restricted income fund	-	5,000	(4,000)	1,000
	54,300	73,357	(84,646)	43,011

Unrestricted funds are expendable at the discretion of the trustees in the furtherance of the objectives of the charity. Such funds are held in order to finance both working capital and capital investment.

Restricted funds are specific donations made to fund the charity's Widening Participation work, of supporting school children within the Bristol area.

16 Net assets by fund

	Unrestricted Funds	Restricted Funds	Total Funds 2013	Total Funds 2012
	£	£	£	£
Tangible assets	433	-	433	-
Current assets	45,123	1,000	46,123	55,165
Creditors: Amounts falling due within one year	(3,545)	-	(3,545)	(865)
Net assets	42,011	1,000	43,011	54,300