



Annual Report 2014 - 2015

Calthorpe Vocational Trust
Company Registration No: 09019610
Registered in England & Wales as Charity No: 1157785

SATURDAY



A570115N

A28

14/05/2016

#158

COMPANIES HOUSE

Financial statements for the period ended 31 August 2015

Contents Pages

Legal and administrative information	3
Report of the Trustees	4-6
Independent Examination report	7-8
Statement of Financial Activities (including income and expenditure account)	9
Balance sheet	10
Notes to the financial statements	11-13

Legal and administrative information**Reference and administrative details****Trustees**

Mr C Bennett

Ms R E Hillier

MS R L Orton

Registered office

Calthorpe School Sport College Darwin Street

Highgate

Birmingham

United Kingdom

B12 0TP

Registered Company number

0901960

Registered Charity number

1157785

Operation address

Highgate

Birmingham

United Kingdom

B12 0TP

Independent Examiner

Nicholas Simkins ACA

Chartered Accountant

Moore Stephens LLP

35 Calthorpe Road

Birmingham B15 1TS

Bankers

HSBC

96 High Street

Kings Heath

Birmingham

B14 7LD

Report of the Trustees for the period ended 31 August 2015

The Trustees are pleased to present their report together with the financial statements of the Foundation for the period ended 31 August 2015.

Structure, governance and management

The Foundation was incorporated as a private company limited by guarantee on 30 April 2014 (registration number 09019610) and is a registered charity (registration number 1157785). It operates in accordance with its articles of association.

Trustees are appointed in accordance with the articles of association of the Charity.

Subject to Article 0 (Articles of Association), a Trustee appointed by the Members shall hold office for a term of up to three years from the date of his or her appointment.

One third (or the number nearest one third) of the Trustees must retire each year, those longest in office retiring first and the choice between any of equal service being made by drawing lots.

A Trustee may serve a maximum of three terms, of up to three years per term. A Trustee who has completed three continuous terms of service as a Trustee will not be eligible to be re-appointed as a Trustee until one year after his retirement. In this Article 'year' means the period between one AGM and the next.

Trustee inductions are individually tailored to meet the needs of each Trustee. External trustee training is offered to all Trustees who are new to such a role covering topics such as duties of trustees under company and charity law, governance and effective interpersonal relationships. Trustees who have previously undertaken trustee training are invited to undertake a refresher course. Training needs will be assessed individually on an annual basis going forward.

The Charity is governed by the Trustees who met 4 times for trustee meetings in 2015. Decisions are taken collectively with questions arising at meetings decided by a majority of votes. The Chairman has a second or casting vote in the event of an equality of votes.

Related parties

All staff are seconded from a local SEN school, Calthorpe Academy. As the charity evolves over a number of years, each new employee will be directly employed by the charity. Mr Craig Bennett is employed by Calthorpe Academy as a Deputy Head Teacher.

Objectives and activities

The Trust's objects are such charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the Trustees may from time to time determine, in particular but not exclusively by the provision of education.

The objects of the charity are, for the public benefit, in the United Kingdom:

- Advancing Education, in particular by developing, managing or providing pupil education and training to young people with special educational needs, including pupils or former pupil of Calthorpe Specialist Sport College in Birmingham) or any successor school);
- Promoting social inclusion amongst people who are socially excluded by providing them with opportunities for training, employment or social interaction, in order to relieve their need or assist them to integrate into society for the purposes of this object, 'Socially Excluded' means people who are excluded from society, or parts of society, as a result of one or more of the following factors:
 - Special Educational needs
 - Disability
 - Poor Educational
 - Poor Skills attainment
- Advancing health by promoting and protecting the health, moral, confidence, well-being, skills and abilities for people who are deemed vulnerable; and

- Promoting for the benefit of the inhabitants of Birmingham and the surrounding area the provision of facilities by reason of their age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.

Achievements and performance

In last period's the charity set out to achieve the following:

- To allow for an approximate 10% contingency in recognition as a new starter and uncertain landscape of educational funding stream; taking into consideration committed funds for period 2015/16, this was achieved.
- To achieve paid employment for 50% of leavers; 6 opportunities of paid employment were sourced and the charity will learn of success rate for leavers in 2015/16.
- To explore opportunities to offer residential provision – ongoing
- To increase pupil numbers to 30 - achieved

Financial review

The Trust's income for the period totalled £565,668 whilst its expenditure totalled £433,852 of which £304,807 relates to direct charitable expenditure.

Funding comes from four main sources: Parental contribution £21,377, EFA Income £253,691, Local Authority Income £28,0600 and Lottery Grant Income £10,000.

Charitable expenditure of £164,894 was made up of direct cost of £40,949 and indirect cost of £123,946. Support and governance costs totalled £5,000.

Reserves

As at 31 August 2015 reserves totalled £131,916. Having carefully considered the expected income and expenditure of the Trust for future, the Trustees feel that no more than ten per cent (10%) of annual income should be retained as unrestricted funds at the period-end going forward. The Trustees have reviewed the current level of reserves, which is higher than the five per cent guideline.

Risk management

The Trustees have reviewed the major risks to which the Trust is exposed and are satisfied that appropriate mitigating actions are in place to reduce or control each risk. Major risks are reviewed annually. The most significant risk at the beginning of 2015 was that of funding cuts however the level of reserve and the cash balance is considered appropriate to cover that risk. Element 3 of income is dependent on the needs of the new cohort of learners. As the support needs of those learners is unknown until late into the financial year the trustees deem it necessary to ensure that appropriate levels of contingency are available.

Plans for future periods

The strategic review set the following targets to be achieved by 2020:

- 50% of leavers to have opportunity of sustainable paid employment
- Implement sustainable income stream through access to work for those learners accessing paid employment
- Increase revenue stream through sourcing of charitable donations
- Establish residential provision through sourcing of Social Services contract to enable offer of supported living

Public benefit

The Trustees have considered the Charity Commission's requirement in respect of public benefit. In their view, the charity meets, in full, the criteria to satisfy the test. The Trustees' annual report describes the activities undertaken to further its charitable purposes for the public benefit.

Political donations

Therefore no donations were made within the period.

Directors and officers insurance

During the period, the company provided directors' and officers' insurance cover.

Trustees' responsibilities in relation to the financial statements

Law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial period, which give a true and fair view of the state of the charitable company's affairs and of its income, and expenditure for the financial period. In preparing these accounts the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. It is also their responsibility to safeguard the assets of the company and hence to take reasonable steps to prevent and detect fraud and other irregularities.

The maintenance and integrity of the charity's website is the responsibility of the Trustees. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislations in other jurisdictions.

In so far as the Trustees are aware:

- There is no relevant information of which the charitable company's independent examiner is not aware and;
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standards for Smaller Entities (effective April 2008).

The statement of financial activities has been prepared in accordance with the requirements of the Statement of Recommended Practice (SORP 2005) "Accounting by Charities".

This report was approved by the board of trustees on 26th February 2016 and signed on their behalf by:



Craig Bennett

Independent Examiner's Report to the Trustees of Calthorpe Vocational Trust

I report on the accounts of Calthorpe Vocational Trust for the period ended 31 August 2015 which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes.

This report is made solely to the Charity's Trustees, as a body, in accordance with Chapter 3 of Part 8 of the Charities Act 2011. My examination has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my examination, for this report, or for the opinions I have formed.

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. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England & Wales.

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 a consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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.



Nicholas Simkins
Chartered Accountant
Moore Stephens LLP
35 Calthorpe Road
Edgbaston
Birmingham
West Midlands
B15 1TS

Date: 26/2/2016

Calthorp Vocational Trust

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE PERIOD ENDED 31 AUGUST 2015**

	Notes	Restricted Funds 2015 £	General Funds 2015 £	Total Funds 2015 £
Incoming resources				
Incoming resources from generated funds:				
Voluntary income:				
Donations	2		21,377	21,377
Incoming resources from charitable activities:	3		544,291	544,291
Total incoming resources		-	565,668	565,668
Resources expended				
Charitable activities:				
Education		-	428,752	428,752
		-	428,752	428,752
Governance costs		-	5,000	5,000
Total resources expended	4	-	433,752	433,752
Net incoming resources being net income for the year		-	131,916	131,916
Net movement in funds		-	131,916	131,916
Fund balances carried forward at 31 August 2015		-	131,916	131,916

All recognised gains and losses for year ended 31 August 2015 are included above and derive from continuing activities.

(The notes on pages 11 to 13 form part of these financial statements)

BALANCE SHEET AS AT 31 August 2015

	Notes	2015 £	2015 £
Fixed Assets			
Tangible assets	8		317,334
Current Assets			
Debtors	9	80	
Cash at bank and in hand:		424,283	
Current and Deposit Accounts		<u>424,363</u>	
Creditors			
Amounts falling due within one year	10	609,781	
Net current assets		-	185,418
Total assets less current liabilities			<u>131,916</u>
Represented by:			
General Fund		131,916	
Designated Fund		-	
Total unrestricted funds			131,916
Restricted funds			-
Net assets	11		<u>131,916</u>

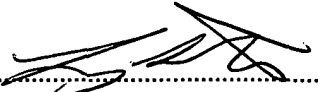
The Trustees (directors) are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the period by virtue of Section 477, and that no member or members have requested an audit pursuant to Section 476 of the Act.

The trustees acknowledge their responsibility for:

- (i) ensuring that the company keeps adequate accounting records which comply with Section 386 of the Act and
- (ii) Preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of Section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

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

The financial statements were approved by the Trustees (Directors) and authorised for issue on 19th April 2016 signed on their behalf by:



 Crieg Bennett
 Trustee

(The notes on pages 11 to 13 form part of these financial statements)

1 Accounting Policies

Calthorpe Vocational Trust Limited is a company limited by guarantee not having a share capital.

The liability of members is limited to £1 each. The Company is a registered Charity.

- i The financial statements have been prepared under the historical cost convention, and in accordance with Statement of Recommended Practice, "Accounting and Reporting by Charities" (revised 2005), the Companies Act 2006 and the Financial Reporting Standard for Smaller entities (effective April 2008)
- ii All incoming resources becoming available to the company are recognised in the Statement of Financial Activities when there is reasonable assurance of receipt. Grants given to finance activities over a specified period of time are recognised over that period.
- iii "Charitable Activities" comprises all expenditure directly relating to the objects of the charity, specifically the costs of operating employment branches.
Governance costs include compliance with constitutional and statutory requirements, including audit fees and Trustee costs.
- iv Tangible fixed assets above £1,500 are stated at cost less depreciation, which is provided in annual instalments over the estimated useful lives of the assets. The rates of depreciation applied to the assets are:

Land and Building	-	3 % Straight Line
Fixture and Fitting	-	4 years straight line
Computer Equipment	-	4 years straight line
- v Funds held by the charity are:
Unrestricted general funds – these are funds that can be used in accordance with the charitable objects at the discretion of the Trustees.
- vi Liability Recognition
Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
- vii Governance costs
Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Calthorpe Vocational Trust
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2015

2 Donations	2015
	£
Parent contributions	21,377
	<u>21,377</u>

3 Funding for the charity's educational operations	2015
	£
EFA Income	293,691
Local Authority Income	240,600
Lottery Grant Income	10,000
	<u>544,291</u>

4 Total Resources Expended

	Governance	Direct Costs	Support Costs	Total
	£	£	£	£
Seconded staff	-	263,858	-	263,858
Cost of sales - goods	-	15,530	-	15,530
Transport & Activities	-	25,419	-	25,419
Lunch	-	-	1,659	1,659
Catering	-	-	5,392	5,392
Rent and rates	-	-	20,950	20,950
Water Rates	-	-	1,566	1,566
Waste Collection & Recycling	-	-	177	177
Gas and electric	-	-	2,851	2,851
Motor Expenses	-	-	804	804
Parking & Taxies	-	-	160	160
Office costs	-	-	10,591	10,591
Telephone & Mobile	-	-	1,292	1,292
Subscriptions & Memberships	-	-	691	691
Postage	-	-	9	9
Legal and Professional	-	-	20,705	20,705
Insurance	-	-	5,900	5,900
Repairs and renewals	-	-	9,744	9,744
Bank charges and interest	-	-	58	58
Depreciation	-	-	11,094	11,094
IT expenditure	-	-	29,650	29,650
General Expenses	-	-	652	652
Fees for examination	5,000	-	-	5,000
	<u>5,000</u>	<u>304,807</u>	<u>123,945</u>	<u>433,752</u>

5 Net Incoming Resources

These are stated after charging:	2015
Depreciation	11,094
Fees for examination	<u>5,000</u>

6 Staff Costs

There were no staff earning above £60,000

Calthorpe Vocational Trust
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2015

7 Tangible Fixed Assets

	Land and Building £	Fixture and Fitting £	Computer Equipment £	Total £
Cost				
Additions	319,536	7,287	1,605	328,428
At 31 August 2015	319,536	7,287	1,605	328,428
Depreciation				
Charge	9,455	1,318	321	11,094
At 31 August 2015	9,455	1,318	321	11,094
NBV at 31 August 2015	310,081	5,969	1,284	317,334

9 Debtors

2015

£

Debtors

80

80

10 Creditors

2015

£

Trade Creditors

5,084

Loan from Calthorpe Academy

281,833

Accruals

322,864

609,781

11 Funds

	Incoming resources	Outgoing resources	At 31 Aug 2015
General Funds	565,668	433,752	131,916

12 Related Parties

All staff are seconded from a local SEN school, Calthorpe Academy. As the charity evolves over a number of years, each new employee will be directly employed by the charity. Mr Craig Bennett is employed by Calthorpe Academy as a Deputy Head Teacher. During the period the amount payable to Calthorpe Academy for the staff recharged totalled to £263,858 and the loan taken from Calthorpe Academy totalled to £281,833.

13 Trustees

Trustees received no remuneration in the period.

There were no expenses reimbursed to the trustees.