

Companies House

Charity Registration No. 1125265

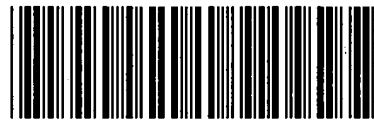
Company Registration No. 06402194 (England and Wales)

ENGLISH IN THE COMMUNITY

**ANNUAL REPORT AND UNAUDITED FINANCIAL
STATEMENTS**

FOR THE YEAR ENDED 31 MARCH 2016

THURSDAY



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COMPANIES HOUSE

ENGLISH IN THE COMMUNITY

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Richard G C Thornton TD Traci G Gasson BA (Hons) Giuditta Meneghetti Qreshi BA(Hons), PGCE, Cert Ed,MLfL, MAIC, MIOEE Raquel Santander Cerezo MBA Martin J K Sketchley MA, BA(Hons), PGCert TEFL-Q CELTA
Chairman	Richard G C Thornton TD
Secretary	Traci G Gasson BA (Hons)
Charity number	1125265
Company number	06402194
Registered office	30-32 Gildredge Road Eastbourne East Sussex BN21 4SH
Independent examiner	Price & Company 30-32 Gildredge Road Eastbourne East Sussex BN21 4SH
Correspondence	Zephyr Grayland, Project Manager English in the Community 11 Broadview Close Eastbourne East Sussex BN20 9RB
Telephone	Office: 01323 482847 Mobile: 07971 908141

ENGLISH IN THE COMMUNITY

CONTENTS

	Page
Trustees report	1 - 9
Independent examiner's report	10
Statement of financial activities	11
Balance sheet	12
Notes to the accounts	14 - 20

ENGLISH IN THE COMMUNITY

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016

The Members of the Board of Trustees of English in the Community, who are also Directors of the Charity for the purposes of the Companies Act, submit their Annual Report and Independently Examined Financial Statements for the year ended 31st March 2016.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting for Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with the Financial reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)".

Objectives and Activities of the Charity

English in the Community's (EITC) main objectives are to provide training as well as learning opportunities which enable disadvantaged or socially isolated people to realise their greatest potential and to fully participate in society by:

- The provision of training and learning opportunities to improve communication, decision making and cognitive skills.
- Introducing initiatives which actively promote positive relationships between different segments of society.
- Fostering voluntary opportunities which provide richness of experience and the opportunity to better understand and participate in the local community.

Principal Activities

Regular Free English Language Lessons, including:

- Courses ranging from Beginners (ESOL Entry level 1) to Pre-Intermediate (ESOL Entry level 3)
- Classes to suit special requirements; women-only, literacy
- Advanced Grammar
- ESOL Assisted Small Business Enterprise Training
- English for Work - ESOL and Soft Skills Training for job seekers
- Speakers on subjects of special interest

Specialist Teacher Training, including:

- Teaching beginners, grammar and pronunciation, teaching unplugged
- RARPA and other assessment and monitoring methods
- Cultural insights

Community Advocacy, including:

- Participation in forums and discussions
- Referral for advocacy services
- Community Events and Projects
- Facilitating voluntary projects and opportunities for disadvantaged learners

ENGLISH IN THE COMMUNITY

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016

Networking, Information and Advice, including:

- Signposting services for beneficiaries
- Providing research and insights to assist local community groups, agencies and educational organisations
- Extensive networking with a wide range of organisations, businesses, community groups, statutory and local government agencies
- 'Mentoring' of newly formed community groups. Providing advice, introductions and assistance with venue space
- Projects undertaken by our beneficiaries including community information leaflets and surveys.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities they should undertake.

Achievements and Performance

EITC continues delivering quality learning opportunities from its Eastbourne Base at CommunityWise community centre. In January, EITC received an Awards for All grant for the sum of £9,949 for 'A Voice of My Own' an inter-generational communications skills training project for disadvantaged and socially isolated adults. This was followed in August by a £4,980 grant from the Sussex Community Foundation for 'Pod' style ESOL classes in Eastbourne, based on a successful pilot project conducted earlier in Islington, London. In the meantime, a series of Pre-Entry ESOL courses funded in the previous year by the charitable arm of a local English language school achieved excellent results - with learners reporting very high satisfaction levels. Learners completing the course progressed from having little or no spoken or written English to speaking and writing sentences and paragraphs.

Addressing the Changing Needs of Society

EITC enters its 9th year as a charity having helped over 1,500 non-native speakers learn to communicate and actively participate in British society. So we thought it was time we extended our services to include disadvantaged native born people who could also benefit from our considerable expertise. With this in mind, our Board of Trustees completed the altering of our Charity Objects earlier this year, allowing EITC to assist native English speakers, as well as non-native English speaking beneficiaries.

Some time ago, our research discovered several areas of need where we felt we could really make a difference, in particular disadvantaged and alienated young adults, and older people suffering isolation as well as poor mental or physical health. EITC has successfully helped many non-native residents overcome the challenges which arise when someone feels they are excluded from society - but social inclusion is not just an issue for immigrants. In Britain today there are entire segments of the population, born and raised here, who feel equally excluded.

ENGLISH IN THE COMMUNITY

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016

Collective Experience

Over the years, nearly 300 qualified teachers and educators from a broad spectrum of backgrounds have come to join our charity and contribute to our vast bank of knowledge. As well as English language teachers, we have also had lecturers and professors, trainers and coaches (from many disciplines), together with researchers, community workers, and IT professionals. One of the many reasons our ESOL, business and employment-related courses have been so successful in helping our beneficiaries is because of the input we've received from these dedicated volunteers. Their knowledge and experience have helped us to shape a flexible, personalised, holistic approach to teaching which ensures each learner receives the tuition, help and assistance they need to communicate with confidence and integrate successfully. Integral to the learning opportunities we provide is our emphasis on voluntary work together with sharing knowledge and experience with those of different backgrounds or cultures, which we believe is key to learners achieving invaluable societal and interpersonal relations, as well as learning more about themselves in the process.

Where to now?

We have applied for funding for this new area of work and are excited about the prospect of making our unique and often ground breaking learning opportunities available to so many more. Our goal is to help people navigate and feel comfortable within their community and society as a whole, feel confident and happy, and to aspire and realise their fullest potential.

Organisational Structure and Quality Control

Constant monitoring and refinement of our quality control initiatives ensures EITC maintains its reputation as an educational provider working to the highest standards. Systems for data capture and student progress are under constant review, with feedback from service users, stakeholders and funders providing valuable insight.

Communications Systems and IT

Our bespoke comprehensive student database can deliver detailed information such as nationality, native language, age, gender, tested English skills level and class attendance. As our beneficiaries past and present now number over 1,500, this information can be selected to provide us with a useful snapshot of the immigrant, refugee and asylum seeker population in several East Sussex towns. The database has been secured with highly restricted access, reflecting our commitment to learner confidentiality and data protection.

Review of Services and Activities

In a time of great social and economic change, EITC continues to lead the way in identifying and delivering effective educational solutions for people seeking to improve their lives. Our wide range of courses and training opportunities, offered entirely free of charge, is the result of many years' teaching *with* our beneficiaries rather than *at* them. This close working alongside both our beneficiaries and volunteers, with constant feedback from both groups, has resulted in learning opportunities designed to instil confidence, improve communication skills and promote stronger communities.

ENGLISH IN THE COMMUNITY

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016

'Drop-in' ESOL Sessions

EITC continues to offer individually tailored lessons on a flexible basis for the many migrant residents who have been unable to access scheduled English language lessons. Originally offered on a one-to-one basis, this service has evolved into the provision of 'mini classes' with three to eight students per teacher. This new approach allows students to learn and interact alongside others of the same level without losing the benefits gained from intensive personalised tuition.

Accessibility: The Key to Learner Progress

We continue to offer classes at different times and venues to suit our beneficiaries' needs, including classes in community centres and a high street shop. All our courses are free of charge, attracting students from a diverse range of cultures.

An Innovative Approach to ESOL

Over the years EITC has developed a wide range of courses in response to the specific needs we have identified within our very large service user group. This has resulted in innovative courses often presenting a new approach to community ESOL teaching. As well as providing ESOL classes for Beginner (Entry Level 1) to Pre-Intermediate (Entry Level 3) learners, often using our own in-house curriculum, we also offer specialist courses for learners with unique educational requirements.

Special Classes for Beginners

EITC's specialist work teaching people with little or no English, who may also be illiterate or semi-literate in their own language as well as ours, has attracted interest from English as a Foreign Language (EFL) and ESOL educators in several countries.

Few other ESOL providers in this region are currently focused on proactively responding to the educational challenges presented by this beneficiary group. These students, often from war zones, present complex educational, social and cultural challenges and are amongst the most disadvantaged individuals in society.

Due to a high level of referrals from various agencies, just over half of our students are assessed as Beginners, prompting us to create three separate categories to define their particular needs: Absolute Beginners, Beginners and False Beginners. Our comprehensive volunteer teacher training and work experience programme helps teachers learn the most effective methods for improving the communication skills of this group. These skills are being transferred to other projects which we hope in time will stimulate new approaches to teaching ESOL Beginners.

ENGLISH IN THE COMMUNITY

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016

In-House English Language Teacher Training

Our specialist in-house teacher training draws on our considerable expertise to provide English language teacher training which simply isn't offered anywhere else.

Our volunteer team of qualified English language teachers regularly feed back to us those areas where they find their previous teacher training has proven inadequate for some of the challenges our user group can present us with. Their suggestions have proven invaluable, helping us to create an in-house teacher training programme (free for all our volunteers) which is at the cutting edge of ESOL teacher training.

We are now working in partnership with educators from the British Council, the Institute of Education and local English language schools, sharing our research and insights as a frontline community ESOL provider to aid development of new approaches to English language teaching.

We continue to design new courses which fill a gap in need and which we believe will appeal to both English language teachers and learners of all levels.

Furthermore, our volunteers are highly sought after by schools and many achieve excellent employment or academic placements as a result of the training and experience gained while working with us.

English Language Teaching Materials

Current English language teaching materials are prohibitively expensive and there are virtually no teaching materials available which address the more challenging learning requirements we experience daily. As a further extension of our acquired expertise we have developed our own range of English language teaching materials for specific user groups. These modular courses combine role play, realia, speaking exercises, visual aids and writing exercises designed for quick, fun and effective improvement in the language skills of Absolute Beginners to Pre-Intermediate level beneficiaries.

Library and Resources

Our extensive library, consisting of nearly 2,500 English language books, CDs and teaching resource packs, catalogued and labelled by our dedicated library team, has proven an invaluable asset for classroom and teacher training purposes. We now keep separate libraries at each of our teaching locations, providing teachers with a wide range of immediately accessible materials to suit individual beneficiary requirements.

Information and Research for Local Community Groups and Agencies

As a front-line service working 'on the ground' with volunteers from many different communities, English in the Community is often 'ahead of the curve' in identifying changing trends and requirements within the international community.

intercultural community. Instead of the usual, in identifying changing trends and requirements within the community is often ahead of the group, which volunteers from within different communities as English in As a front line service working in the ground, which volunteers from within different communities as English in

Information and Research for Local Community Groups and Agencies

teachers with a wide range of intercultural accessible materials to give individual personal development. teacher training courses. We now have several projects at each one of our teaching locations. Providing materials and facilities for our dedicated pupils. We have also an interactive area for classroom and Our extensive library comprising of nearly 5,000 English language books, CDs and teaching resource packs.

Library and Resources

Appointe Beduene to pre-Intermediate level beneficiaries. Personal and writing exercises designed for direct, fun and effective involvement in the language skills of materials for specific user groups. These materials cover complete role play, reading, speaking exercises. Further extension of our academic expertise we have developed our own range of English language teaching materials available which address the most challenging learning requirements we experience daily. As a current English language teaching materials are progressively expensive and there are virtually no resources.

English Language Teaching Materials

in academic requirements as a result of the funding and expertise gained while working with us. Our materials are available in a variety of formats for schools and which require excellent equipment or subject teachers and learners of all levels.

We continue to develop new courses which fill a gap in need and which we believe will appeal to both English

and development of new techniques to English language teaching

local English language schools, training our teachers and in turn as a training community EOL provides to us are now working in partnership with agencies for in the British Council, the Institute of Education and

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Our specialist in-house teacher training draws on our considerable expertise to provide English language

In-House English Language Teacher Training

FOR THE YEAR ENDED 31 MARCH 2016
TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT)

ENGLISH IN THE COMMUNITY

ENGLISH IN THE COMMUNITY

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016

Partnership Working

English in the Community regularly works with other organisations to provide a variety of high quality learning opportunities. A great many of our beneficiaries are referred to us by Job Centre Plus, with additional referrals from our friends People Matter, Home Works, Eastbourne Food Bank, Eastbourne Works, local Churches, Eastbourne Mosque and local Councillors. We also work with CommunityWise, Eastbourne and Wealden YMCA, local Housing and NHS Trusts and recruitment agencies, as well as individuals working with the Institute of Education and the British Council.

Marketing and Public Relations

English in the Community has an excellent Public Relations (PR) team which has good connections with the local media. Our projects have received regular coverage in local and national newspapers, as well as occasional radio and television coverage. Marketing of our services remains dynamic and ongoing. Courses and volunteer opportunities are advertised via leaflets, posters, a comprehensive website, YouTube, free advertisements, networking with our partners and via our many community advocates.

Future Developments

We have a number of exciting plans for the future, which are based on needs we have identified during our in-depth work with non-native communities.

Broad Range of Stakeholders

We believe all of the above is of great benefit to so many: speakers of other languages, native English speakers, their families, our volunteers, other teachers and organisations providing ESOL in their area, community groups, agencies and educational organisations, local businesses and communities as a whole.

Review of Financial Activities

The Statement of Financial Activities, with its accompanying Notes, shows income for the period of £15,071 and expenditure of £16,722. Of the funds held at the year end of £12,459, £9,330 is designated for specific projects leaving a balance in the General Fund of £3,129.

The Accounts distinguish between Restricted and Unrestricted Funds and indicate the amounts expended during this period in each category. This distinction is explained more fully in Note 1 to the Accounts.

Reserves Policy

EITC Policy is to maintain the level of unrestricted funds which have not been designated for a specific use at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue current activities whilst consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

ENGLISH IN THE COMMUNITY

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016

Donations and Grants

As a Charity, English in the Community is dependent upon the kind help given by a range of Charitable Trusts and the generosity of Companies and individual donors, many of whom were our own students. We are grateful to all of our supporters, without whose help our work would not be possible.

Volunteers

The Trustees would like to express their sincere thanks to the many volunteers who donated their time so freely, including teachers, teaching assistants, translators/facilitators and general assistants. It is impossible to express the financial benefit of this generosity, but it has, without question, enabled EITC to provide such a professional and invaluable service to our beneficiaries as well as the community.

Partner Organisations

We would also like to thank the many organisations with whom we work in partnership, especially those who have provided us with invaluable advice and information, subsidised premises or specialist services.

Structure, Governance and Management

English in the Community is an independent Registered Charity (Number 1125265). Incorporated as a Company Limited by Guarantee (Number 6402194) on 17th October 2007, the Company became a Registered Charity on 30th July 2008.

The Trustees, who are also the directors for the purpose of company law, and who served during the year were:

Richard G C Thornton TD
Traci G Gasson BA (Hons)
Giuditta Meneghetti Qreshi B.A.(Hons), PGCE, Cert Ed,MLfL, MAIC, MIOEE
Raquel Santander Cerezo MBA
Martin J K Sketchley MA, B.A.(Hons), PGCert TEFL-Q CELTA

The Articles of Association of the Company provide for a minimum of three Trustees. No maximum is mentioned. New Trustees are appointed by an ordinary resolution. One third of the Trustees, or the number nearest to that, retires by rotation at each Annual General Meeting.

Policies

EITC's policies are subject to regular review with improvements and updates being made as required. New policies are developed in response to changing legal requirements and guidelines and to address any new areas of work undertaken by the charity.

Risk Management and Internal Control

ENGLISH IN THE COMMUNITY

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016

The Trustees have continued to assess the major risks to which English in the Community is exposed. The Board are satisfied that English in the Community has established review systems in place which allow these risks to be managed and mitigated to an acceptable level in day to day operations. The Board delegates the detailed consideration of risks faced to the Project Manager, who regularly reports back to the Trustees.

The Board of Trustees maintains and monitors a system of financial controls appropriate to the size and nature of the organisation, including budgetary control and reviewing the annual budget. A detailed review of English in the Community's operation and staff policies has taken place, including health and safety, equal opportunities and volunteer recruitment and training, as well as the services provided by English in the Community, with a view to mitigating any associated risks.

Copyright Protection

EITC recognises the value of its intellectual property and has developed systems to ensure copyright protection for the organisation's many unique services, publications and artwork.

Trustee Recruitment, Appointment and Training

EITC recognises the importance of having a strong Board in which each member has considerable experience in community related work in addition to specialist skills relevant to their post. We seek to balance the Board by recruiting Trustees with talent and skill from amongst our own volunteers and beneficiaries - individuals who are passionate about the work of English in the Community and want to play a part in its governance.

Three of our current Directors have been recruited from amongst our volunteers. Giuditta Meneghetti is a volunteer administrator, Martin Sketchley is a teacher trainer and former volunteer teacher and Raquel Santander - who is also a former EITC student - has assisted with administration work. Their insight and dedication to our project has proven invaluable.

Each new inductee has received a copy of the Charity Commission's guide 'The Essential Trustee', together with our Memorandum and Articles, our Annual Report and financial statements and organisational information about the Charity. New Trustees are also offered attendance at training sessions with 3VA and other local organisations.

Volunteer Recruitment and Training

We continue to attract highly qualified volunteers, and typically have between eight and ten qualified teachers on our team at any given time. Recruits include former or current Directors of Study, Lecturers and Heads of Department as well as former language school owners and managers. Several have also worked as educational examiners and inspectors.

We also have a number of volunteers, often existing or former beneficiaries, acting as community liaisons within our organisation. As a result, we have established excellent links with a wide range of communities, some of which are considered particularly difficult to access. We believe our growing reputation as a quality educational provider and community champion may be responsible for the high calibre of our volunteers. By providing work experience, training and references many of our unemployed volunteers have gone on to secure good jobs and we feel this is an important aspect of our work. Around a third of our volunteers come from the BME/non-native community and many encourage their friends to join us.

ENGLISH IN THE COMMUNITY

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016

Statement of Trustees' Responsibilities

The Trustees, who are also the directors of English in the Community for the purpose of company law, are responsible for preparing the Trustees Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees, to prepare the accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing the accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates which are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

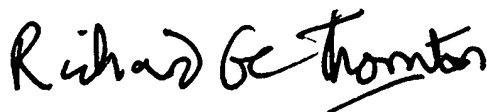
The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity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

Independent Examiner

A resolution proposing that Mr M N Preece of Price & Company, Chartered Accountants, be re-appointed as Independent Examiner of the Charity will be put to the AGM.

This report was approved by the Board of Trustees on 22 November 2016,

and authorised to be signed on its behalf by:



Richard G. C. Thornton TD, Trustee & Chairman

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2016

Statement of Trustees' Responsibilities

The trustees who are also the directors of English in the Community for the purpose of company law are responsible for preparing the Trustees Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practices).

Company law requires the trustees to prepare the accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing the accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities 2006;
- make judgments and estimates which are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

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

Independent Examiner

A resolution proposing that Mr M Preece of Preece & Company, Chartered Accountants, be re-appointed as Independent Examiner of the Charity will be put to the AGM.

This report was approved by the Board of Trustees on 25 November 2016.

and authorised to be signed on its behalf by:

Richard C. C. Thomson TD, Trustee & Chairman

ENGLISH IN THE COMMUNITY

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF ENGLISH IN THE COMMUNITY**

I report on the accounts of the charity for the year ended 31 March 2016, which are set out on pages 11 to 20.

Respective responsibilities of trustees and examiner

The trustees, who are also the directors of English in the Community 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:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) 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
- (iii) 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 next statement.

Independent examiner's statement

In connection with my examination, no other matter except that referred to in the previous paragraph has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of 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
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

M N Preece

Price & Company
30-32 Gildredge Road
Eastbourne
East Sussex
BN21 4SH

M N Preece BA FCA DChA

Dated: 22 November 2016

ENGLISH IN THE COMMUNITY

**STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2016**

		Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
	Notes				
Income from:					
Donations and legacies	3	622	-	622	40
Charitable activities	4	3,500	10,949	14,449	20,856
		<hr/>	<hr/>	<hr/>	<hr/>
Total income		4,122	10,949	15,071	20,896
		<hr/>	<hr/>	<hr/>	<hr/>
Expenditure on:					
Charitable activities	5	9,360	7,362	16,722	45,037
		<hr/>	<hr/>	<hr/>	<hr/>
Net (expenditure)/income for the year/ Net movement in funds		(5,238)	3,587	(1,651)	(24,141)
Fund balances at 1 April 2015		8,367	5,743	14,110	38,251
		<hr/>	<hr/>	<hr/>	<hr/>
Fund balances at 31 March 2016		3,129	9,330	12,459	14,110
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

ENGLISH IN THE COMMUNITY

BALANCE SHEET AS AT 31 MARCH 2016

	Notes	2016 £	£	2015 £	£
Current assets					
Debtors	9	-		572	
Cash at bank and in hand		13,059		14,138	
		<u>13,059</u>		<u>14,710</u>	
Creditors: amounts falling due within one year	10	(600)		(600)	
Net current assets			<u>12,459</u>		<u>14,110</u>
Income funds					
Restricted funds	11		9,330		5,743
Unrestricted funds			3,129		8,367
			<u>12,459</u>		<u>14,110</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2016. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The trustees responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the 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 accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The accounts were approved by the Trustees on 22 November 2016



Richard G C Thornton TD
Trustee

Company Registration No. 06402194

ENGLISH IN THE COMMUNITY

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2016**

	Notes	2016 £	£	2015 £	£
Cash flows from operating activities					
Cash absorbed by operations	13		(1,079)		(24,185)
Net cash used in investing activities			-		-
Net cash used in financing activities			-		-
Net decrease in cash and cash equivalents			<u>(1,079)</u>		<u>(24,185)</u>
Cash and cash equivalents at beginning of year			14,138		38,323
Cash and cash equivalents at end of year			<u>13,059</u>		<u>14,138</u>

ENGLISH IN THE COMMUNITY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

1 Accounting policies

Company information

English in the Community is a private company limited by guarantee incorporated in England and Wales. The registered office is 30/32 Gildredge Road, Eastbourne, East Sussex, BN21 4SH.

1.1 Accounting convention

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

These accounts for the year ended 31 March 2016 are the first accounts of English in the Community prepared in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland. The date of transition to FRS 102 was 1 April 2014. The reported financial position and financial performance for the previous period are not affected by the transition to FRS 102.

1.2 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

ENGLISH IN THE COMMUNITY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

1 Accounting policies (Continued)

Grants received are recognised using the performance model. A grant which does not impose specified future performance conditions is recognised as revenue when the grant proceeds are received or receivable. A grant that imposes specified future performance-related conditions is recognised only when these conditions are met. A grant received before the revenue recognition criteria are satisfied is recognised as a liability.

1.5 Resources expended

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination fees.

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.7 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

ENGLISH IN THE COMMUNITY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2016

3 Donations and legacies

	2016	2015
	£	£
Donations and gifts	622	40

4 Charitable activities

	2016	2015
	£	£
Grants received	14,449	20,856

Analysis by fund
Unrestricted funds
Restricted funds

3,500
10,949
14,449

For the year ended 31 March 2015

Restricted funds 20,856

Performance related grants

English Language Centre	4,500	3,000
Awards for All	9,949	9,156
Eastbourne Borough Council	-	8,700
	<u>14,449</u>	<u>20,856</u>

ENGLISH IN THE COMMUNITY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2016

5 Charitable activities

	2016	2015
	£	£
Staff costs	6,941	27,990
Teaching	4,520	5,889
Venue hire	2,268	5,846
Copying, stationery and postage	265	286
Travel	651	1,201
Volunteer support and expenses	197	300
Rent and rates	-	572
Light and heat	193	234
Office expenses	654	690
Office equipment and maintenance	-	661
Bank charges	118	-
Sundry expenses	315	768
	<u>16,122</u>	<u>44,437</u>
Share of governance costs (see note 6)	600	600
	<u>16,722</u>	<u>45,037</u>
Analysis by fund:		
Unrestricted funds	9,360	
Restricted funds	7,362	
	<u>16,722</u>	
For the year ended 31 March 2015		
Unrestricted funds		27,146
Restricted funds		17,891
		<u>45,037</u>

ENGLISH IN THE COMMUNITY

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2016**

6 Support costs	Support costs	Governance costs	2016	2015	Basis of allocation
	£	£	£	£	
Legal and professional	-	600	600	600	Governance
	-	600	600	600	
Analysed between:					
Charitable activities	-	600	600	600	

Governance costs includes payments to the independent examiner £600 (2015- £600) for fees.

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

8 Employees

Number of employees

The average monthly number employees during the year was:

	2016	2015
	Number	Number
Employees	1	1

Employment costs

	2016	2015
	£	£
Wages and salaries	6,941	27,990

There were no employees whose annual remuneration was £60,000 or more.

ENGLISH IN THE COMMUNITY

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2016**

9 Debtors

	2016	2015
	£	£
Amounts falling due within one year:		
Prepayments and accrued income	-	572
	<u> </u>	<u> </u>

10 Creditors: amounts falling due within one year

	2016	2015
	£	£
Accruals and deferred income	600	600
	<u> </u>	<u> </u>

11 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Balance at 31 March 2016
	Balance at 1 April 2015	Incoming resources	Resources expended	
	£	£	£	£
English Language Centre	3,000	1,000	(4,000)	-
Awards For All	2,743	9,949	(3,362)	9,330
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	5,743	10,949	(7,362)	9,330
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

12 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	£	£	£
Fund balances at 31 March 2016 are represented by:			
Current assets/(liabilities)	3,129	9,330	12,459
	<u> </u>	<u> </u>	<u> </u>
	3,129	9,330	12,459
	<u> </u>	<u> </u>	<u> </u>

ENGLISH IN THE COMMUNITY

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2016**

13 Cash generated from operations	2016	2015
	£	£
Deficit for the year	(1,651)	(24,141)
Movements in working capital:		
Decrease/(increase) in debtors	572	(37)
(Decrease) in creditors	-	(7)
Cash absorbed by operations	<u>(1,079)</u>	<u>(24,185)</u>