

Companies House

Charity Registration No. 1125265

Company Registration No. 06402194 (England and Wales).

ENGLISH IN THE COMMUNITY

TRUSTEES REPORT AND UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2015

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COMPANIES HOUSE

PRICE
& COMPANY
Chartered Accountants

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
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
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ENGLISH IN THE COMMUNITY

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ENGLISH IN THE COMMUNITY

TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2015

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 2015.

English in the Community

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.

Objectives and Activities of the Charity

EITC's 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

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TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2015

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.

Governance and Management

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

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.

Achievements and Performance

EITC continues delivering quality ESOL lessons from its Eastbourne Base at CommunityWise community centre. In April we received £8,700 from Eastbourne Borough Council to deliver 'English for Work and Business' courses for Elementary and Pre-Intermediate level beneficiaries. This was followed in August by an Awards for All grant of £9,156 for innovative 'Pod' style ESOL classes in Islington. Then in December we received a grant of £3,000 from the charitable arm of a local language school, to provide personalised learning for Pre-Entry Beginners. In each of these classes, we found some of the most disadvantaged and socially isolated beneficiaries we had ever encountered, with problems ranging from zero formal education, homelessness and serious domestic abuse to physical and mental health problems as well as - a damning indictment on our society today - hunger. It is testimony to the dedication and immense empathy of our volunteer teachers that each of these projects resulted in substantial improvements in the confidence and language skills of our beneficiaries. Perhaps even more important, was the tangible evidence that many of our learners were instilled with a greater sense of belonging within the wider community. Through voluntary work and other group activities they began to appreciate their own worth and what they had to offer.

Addressing the Changing Needs of Society

EITC enters its 8th 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.

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 are currently in the process of applying 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.

'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've 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.

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.

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TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2015

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 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.

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, Redeeming Our Communities, 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 £20,896 and expenditure of £45,038. Of the funds held at the year end of £14,109, £5,743 is designated for specific projects leaving a balance in the General Fund of £8,366.

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.

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.

TRUSTEES REPORT
FOR THE YEAR ENDED 31 MARCH 2015

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.

Statement of Trustees' Responsibilities

Company Law requires the Directors, who are also the Charity's Trustees, to prepare the financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the surplus or deficit for that period. In preparing these financial statements the Trustees are required:

- To select suitable accounting policies and apply them consistently.
- To make judgements and estimates which are reasonable and prudent.
- To state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and -
- To prepare the financial statements on an ongoing concern basis unless it is inappropriate to assume that the Company will continue on that basis.

The Trustees have overall responsibility for ensuring that the Charity has appropriate systems of control, financial and otherwise. They are also responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 1985 and the Charities Acts. 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 13th October, 2015

and authorised to be signed on its behalf by:



Richard G. C. Thornton 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 2015, which are set out on pages 11 to 18.

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 statement below.

Independent examiner's statement

In connection with my examination, no matter 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 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
- (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 BA FCA DChA

Dated: 13 October 2015

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

ENGLISH IN THE COMMUNITY

**STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2015**

	Notes	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
<u>Incoming resources from generated funds</u>					
Donations and legacies	2	40	-	40	-
Incoming resources from charitable activities	3	-	20,856	20,856	3,000
Other incoming resources	4	-	-	-	25
Total incoming resources		40	20,856	20,896	3,025
<u>Resources expended</u>					
Costs of generating funds					
Costs of generating donations and legacies	5	-	-	-	20
Net incoming resources available		40	20,856	20,896	3,005
Charitable activities					
Unrestricted activities		26,547	-	26,547	35,920
Restricted activities		-	17,891	17,891	21,311
Total charitable expenditure		26,547	17,891	44,438	57,231
Governance costs		600	-	600	827
Total resources expended		27,147	17,891	45,038	58,078
Net (expenditure)/income for the year/ Net movement in funds		(27,107)	2,965	(24,142)	(55,053)
Fund balances at 1 April 2014		35,473	2,778	38,251	93,304
Fund balances at 31 March 2015		8,366	5,743	14,109	38,251

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 2015

		2015		2014	
	Notes	£	£	£	£
Current assets					
Debtors	9	572		537	
Cash at bank and in hand		14,138		38,323	
		<u>14,710</u>		<u>38,860</u>	
Creditors: amounts falling due within one year	10	(601)		(609)	
Total assets less current liabilities			<u>14,109</u>		<u>38,251</u>
Income funds					
Restricted funds	11		5,743		2,778
Unrestricted funds			8,366		35,473
			<u>14,109</u>		<u>38,251</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 2015. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company 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 special provisions relating to small companies within Part 15 of the Companies Act 2006.

The accounts were approved by the Board on 13 October 2015



Richard G C Thornton TD
Trustee & Chairman

Company Registration No. 06402194

ENGLISH IN THE COMMUNITY

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

1.2 Incoming resources

All incoming resources are included in the statement of financial activities when received.
The value of services provided by volunteers has not been included in these accounts.

1.3 Resources expended

Expenditure is recognised on an accrual basis.

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. Governance costs include those costs associated with the constitutional and statutory requirements of the Charity and include the fees of the independent examiner and costs linked to the strategic management of the Charity.

All support costs are allocated between the expenditure categories of the SoFA on the basis of actual costs incurred on a particular activity, thereby reflecting the use of the resource.

1.4 Funds accounting

Restricted funds are funds that are to be used in accordance with specific restrictions imposed by donors. Any expenditure incurred on a specific project in excess of restricted funds available will be treated as expenditure from unrestricted funds.

Unrestricted funds are accumulated funds that are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for any other purpose.

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NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2015

2 Donations and legacies

	2015 £	2014 £
Donations and gifts	40	-
	<u>40</u>	<u>-</u>
Donations and gifts		
Unrestricted funds:		
Donations and gifts - general	40	-
	<u>40</u>	<u>-</u>
	<u>40</u>	<u>-</u>

3 Incoming resources from charitable activities

	2015 £	2014 £
Grants received	20,856	3,000
	<u>20,856</u>	<u>3,000</u>
Included within income relating to Grants received are the following grants		
English Language Centre	3,000	3,000
Eastbourne Borough Council	8,700	-
Awards For All	9,156	-
	<u>20,856</u>	<u>3,000</u>

4 Other incoming resources

	Total 2015 £	Total 2014 £
Other income	-	25
	<u>-</u>	<u>25</u>

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NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2015

5 Total resources expended	2015	2014
	£	£
Costs of generating funds		
Costs of generating donations and legacies	-	20
	<hr/>	<hr/>
Charitable activities		
<u>Unrestricted activities</u>		
Activities undertaken directly	26,547	35,920
<u>Restricted activities</u>		
Activities undertaken directly	17,891	21,311
	<hr/>	<hr/>
	44,438	57,231
	<hr/>	<hr/>
Governance costs	600	827
	<hr/>	<hr/>
	45,038	58,078
	<hr/>	<hr/>

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NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

6 Activities undertaken directly

	2015	2014
	£	£
Other costs relating to Unrestricted activities comprise:		
Training	-	101
Venue hire	-	2,160
Copying, stationery and postage	-	186
Sundry	527	1,014
Office expenses	541	859
Salaries and NI	24,401	27,074
Teaching	-	1,669
Travel	321	1,403
Volunteer support and expenses	-	286
Office equipment	-	8
Light and heat	185	476
Rent and lease	572	684
	<u>26,547</u>	<u>35,920</u>
Other costs relating to Restricted activities comprise:		
Teaching	5,890	654
Training	-	1,122
Venue hire	5,846	7,120
Copying, stationery and postage	286	2,775
Travel	880	489
Office equipment	661	530
Sundry	241	-
Office expenses	149	71
Salaries and NI	3,589	4,446
Volunteer support and expenses	300	72
Rent and rates	-	3,900
Light and heat	49	132
	<u>17,891</u>	<u>21,311</u>

7 Trustees

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

ENGLISH IN THE COMMUNITY

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2015

8 Employees

Number of employees

The average monthly number of employees during the year was:

	2015 Number	2014 Number
Employees	1	2

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

9 Debtors

	2015 £	2014 £
Prepayments and accrued income	572	537

10 Creditors: amounts falling due within one year

	2015 £	2014 £
Accruals	601	609

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 2015 £
	Balance at 1 April 2014 £	Incoming resources £	Resources expended £	
English Language Centre	2,778	3,000	(2,778)	3,000
Awards For All	-	9,156	(6,413)	2,743
Eastbourne Borough Council	-	8,700	(8,700)	-
	<u>2,778</u>	<u>20,856</u>	<u>(17,891)</u>	<u>5,743</u>

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**NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2015**

12 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	£	£	£
Fund balances at 31 March 2015 are represented by:			
Current assets	8,967	5,743	14,710
Creditors: amounts falling due within one year	(601)	-	(601)
	<u>8,366</u>	<u>5,743</u>	<u>14,109</u>