TRUSTEES REPORT & FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2015

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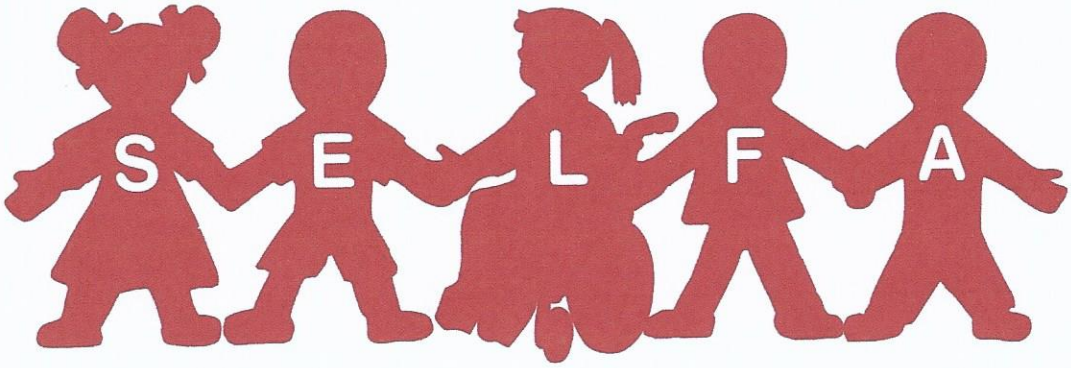


SKIPTON EXTENDED LEARNING FOR ALL

REGISTERED CHARITY NUMBER: 1124020

SKIPTON EXTENDED LEARNING FOR ALL

CONTENTS OF THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2015

	Page
Legal and Administrative Information	3
Report of the Trustees	4
Statement of Financial Activities	11
Independent Examiner's Report on the Accounts	12

SKIPTON EXTENDED LEARNING FOR ALL

TRUSTEES:	E Woodthorpe	Chairperson
	J Gibbins	Secretary
	J Patton	Treasurer
	L Webster	
	H Nicholson	
ADDRESS:	Craven District Council Offices 1 Belle Vue Square Broughton Road Skipton North Yorkshire BD23 1FJ	
CHARITY NUMBER:	1124020	
INDEPENDENT EXAMINER:	Mr I Pollitt	
BANK:	National Westminster Bank Plc Exchange Buildings 88 High Street Skipton North Yorkshire BD23 1JL	

SKIPTON EXTENDED LEARNING FOR ALL

REPORT OF THE TRUSTEES
FOR THE PERIOD ENDED 31 MARCH 2015

The Trustees are pleased to present their report together with the financial statements of the charity for the period ending 31 March 2015.

The directors of the charity are its Trustees for the purpose of the charity law and throughout this report are collectively referred to as the Trustees.

Structure, Governance and Management

Governing Document

Model Constitution for Charitable Unincorporated Associations adopted 2 May 2007, updated 16th May 2012.

Recruitment and Appointment of Trustees

The charity in a general meeting shall elect the officers and other trustees, the Trustees may appoint any person who is willing to act as Trustee, they may also appoint Trustees to act as officers. No one may be elected a Trustee or officer at any annual meeting unless prior to the meeting the charity is given a notice that:

(1) is signed by a member entitled to vote at the meeting
(2) states the members intention to propose the appointment of a person as a Trustee or as an officer
(3) is signed by the person who is to be proposed to show his/her willingness to be appointed.

Trustees Induction and Training

New Trustees will attend an initial meeting where they will be provided with a full report on the charities activities and what their roles and responsibilities are as trustees of the charity. Trustees are encouraged to call meetings of Trustees whenever they feel it is necessary to discuss any issues that arise.

The Trustees will be invited to termly meetings to discuss progress made and future plans.

Risk Management

These issues will be raised at the termly meetings. Any potential risk that has been identified will be addressed and a procedure/system put in place to mitigate that risk.

Objectives and Activities

Skipton Extended Learning for All is a children's charity.

Our vision is a community where vulnerable, disadvantaged and disabled children and young people experience happiness and belonging.

The objectives of the charity are:

To advance the education of young people and the wider communities of Skipton and Skipton's rurally isolated and less privileged areas, particularly through leisure time activities so as to develop their physical, mental, social, moral and spiritual capacities so that they may grow to full maturity as individuals and members of society.

Our Values

- Experience happiness
- Believe in yourself
- Have hope for the future

Our Purpose

To promote our vision and values through the provision of:

- An Ofsted registered holiday club
- Tailored after-school clubs
- Free targeted holiday workshops
- Trips, holidays and residentials

Achievements and Performance

SELFA currently supports a total of 450 local children.

Over the last year SELFA has provided holiday childcare for up to 32 children from 8am until 6pm every weekday of the school holidays. We ran during every school holiday (12 weeks a year), including over the Christmas period. This ensured that the most vulnerable children in our community we able to access meaningful activities, whilst giving parents and carers a short break.

The range of children supported has included disabled children and those with special needs, looked-after children, those on the Autistic Spectrum, many who have ADHD and challenging behaviour as well as socially and economically disadvantaged children and young people, young carers and siblings.

We continue to run 5 specialist after-school clubs for over 50 children and we provide transport for rurally isolated children, enabling them to attend after-school and holiday activities.

Highlights of the last year include:

- We completed the second year of our Charity-Business Partnership with Skipton Financial Services, which has brought in a significant amount of income to the charity and over 200 volunteer hours
- We received funding from The Arts Council to run a number of after-school clubs, linking with the annual Yarndale Festival in Skipton
- Big Lottery Fund – Awards for All supported us establish SELFA Youth, a new provision for young people aged 11-19
- We developed a new partnership with parent support group Sunbeams to increase our provision in North Craven
- We formed a partnership with local provider Nature House and delivered Forest School sessions to vulnerable and disadvantaged children throughout the year, funded by The Wharfedale Foundation.
- We received funding from Santander to continue to run our specialist after-school club for children with Autism to help develop social skills called 'AUsome Club' which runs on a Tuesday afternoon.
- We moved offices to larger premises in Belle Vue Mill in Skipton, which was kindly provided by Craven District Council and supported by a local philanthropist.

Financial Review – Income

The charity has sustained the level of income generated within the financial year although turnover has increased during the 12 month period.

During the year we have once again received the majority of our income from a number of grants from Charitable Trusts. Many of these funders continue to finance us on a year-to-year basis, and without their support we could not run many of the clubs and groups that we deliver.

This includes: The Garfield Weston Foundation, The Craven Trust, The Green Hall Foundation and Skipton Mechanics Institute; as well as donations from Sovereign Health Care Charitable Trust, Charles and Elsie Sykes Trust, The Liz and Terry Bramall Trust and the Sir George Martin Trust. Grants have helped us to generate 38% of our income.

These grants have helped us to provide a wide range of activities, clubs and support to the most vulnerable children in Skipton and Craven. Through the current Action and Fundraising Plans we have set targets for 2015/16 and the Trustees will agree these targets at the AGM.

More locally, we have received funding from Rotary International – from the clubs at both Skipton and Skipton and Craven, and the Mawis Lodge of the Freemasons has once again helped us buy new equipment.

We were successful in receiving renewal funding from Children in Need this year, which will run until 2017. The funding will continue to pay for session workers to support those children who could not access our services unaided, as well as cover some transport costs for rurally isolated children and young people.

Income this year from North Yorkshire County Council has stayed fairly static at 8% of total income; this is made up of 'spot payments' for children accessing our services from Children's Social Care: the Disabled Children's Team and the Early Intervention Team.

We have continued to receive 5% of the Pupil Premium funding for the second year directly from some of the local schools, this equates to 12% of our total income, an increase from last year. This is due to more schools contributing to SELFA and increased government funding for the Pupil Premium.

We also generated 13% of our income from fees for our Holiday Club and received 27% of income in donations. This sum includes voluntary contributions from parents whose children access our services and sponsored events such as walks and fun runs, as well as funds raised from cakes sales and tombolas. This is a significant area of income for the charity which also helps us raise our profile and become more well-known within the local area.

Financial Review – Expenditure

This year has seen total expenditure for the charity increase by 28%, this is related to increased delivery in all areas, but particularly in the provision of specialist after-school clubs and holiday workshops. Numbers have also increased within our Holiday Club, which ran for 12 weeks of the school holidays during the year, and there was significant investment in new resources for the club.

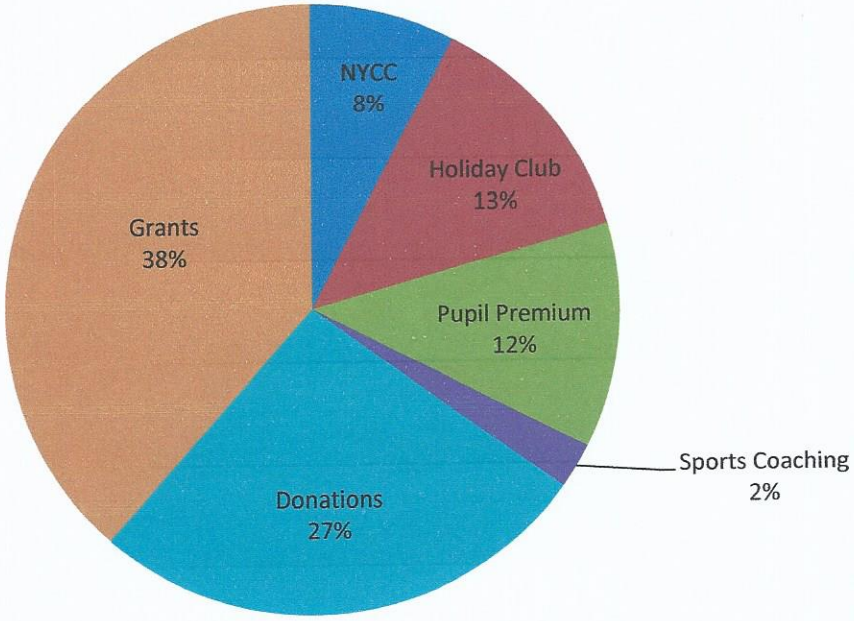
We manage to keep rent to a minimum, as all local schools let us use their venues free of charge, and we have a local philanthropist who pays our office rent costs; which are at a very favourable rate through Craven District Council.

We have increased delivery significantly by employing a full-time Senior Children's Worker and we have combined the roles of a Workshop Co-ordinator and Sport Coach to create a full-time post.

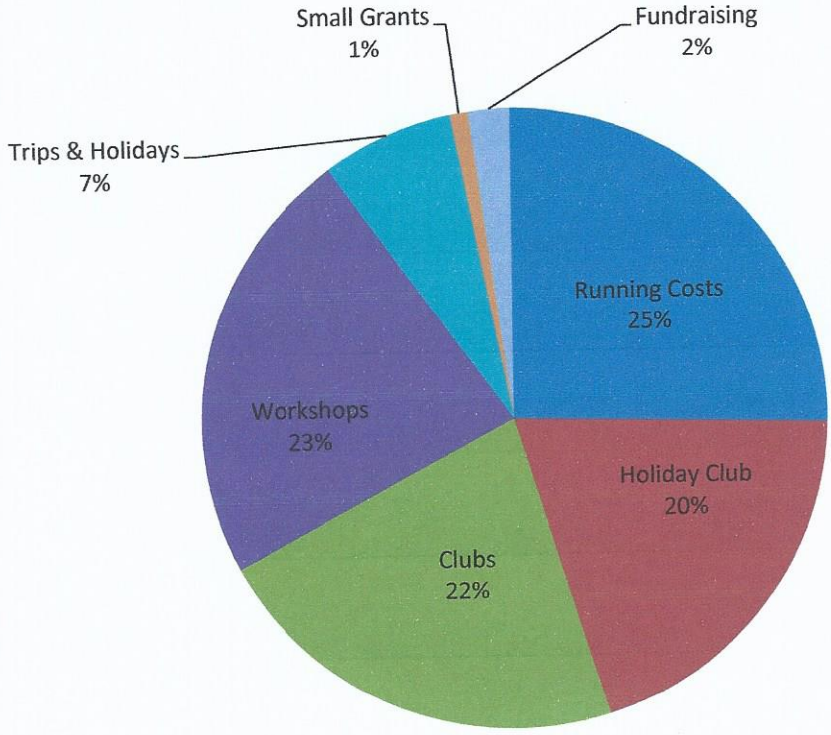
Running costs include all the resources which are required for the day-to-day running of SELFA, and staff costs include the part-time salaries of the Charity Co-ordinator, Volunteer, Media & PR Co-ordinator and Administrative Assistant. SELFA has 2 permanent full-time and 3 permanent part-time employees delivering services and over 20 sessional staff who work in our after-school and holiday clubs..

We keep overheads to an absolute minimum and fundraising costs are just over 2% of our total expenditure – down 1% on last year.

Income



Expenditure



Plans for the Future

SELFA works to a 3 year funding strategy based on applying for grants from a range of local, regional and national sources and income generated from our Ofsted Registered Holiday Club. We are also planning to develop our relationships with local businesses, and we are seeking a new Charity Business Partner to support the work we do.

Our main aim is to sustain delivery at its current level, although as the competition in applying for grant funding gets tougher, we have developed a fundraising plan which will start to look at ways we can increase donations to the charity.

The Charity Account currently has had an average bank balance of £62,265.38 at any one time over the last 12 months, of which one-half was unrestricted funding. The unrestricted funds are from donations received, fundraising and income from our holiday club. .

Our financial target is to raise £175,000 for 2015/16. We need to raise income of £11,250 a month to continue to deliver services at current levels.

The more funding we can secure, the better the provision we can offer to children and families.

Assets

The resources the charity holds are either at our offices in Belle Vue Mills or held in secure storage at Ings Primary School or The Skipton Academy when not in use where they are secure and insured. These resources will remain the property of the charity.

Policies

The charity has reviewed and updated all policies over the last 12 months to ensure compliance with Ofsted, this includes Child Protection & Safeguarding, Working with Vulnerable Adults, Health & Safety, Equal Opportunities, Financial Management, Inclusion & Accessibility and Education Policy.

Reserves

The charity's reserves policy explains that as we apply for grants for specific projects, the grant should cover the full cost of the project. However, should there be any unforeseen expenses or complications with a project and the need to cover annual expenses e.g. redundancy payments, we believe a small level of reserves is justified. We have set this at £23,353.18 for 2016.

The current reserves are £23,354 in the Reserve Account and unrestricted reserves of £36,775 in the Current Account.

If the charity's bank balance in the current account goes below £7,500, this will trigger the 3-month process of winding up the charity.

The charity does not make investments.

Responsibilities of the Trustees

The Trustees prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity including the balance sheet to-date and the charity's incoming resources and application of resources; including income and expenditure, for the financial year. In preparing those financial statements, the Trustees follow best practice and:

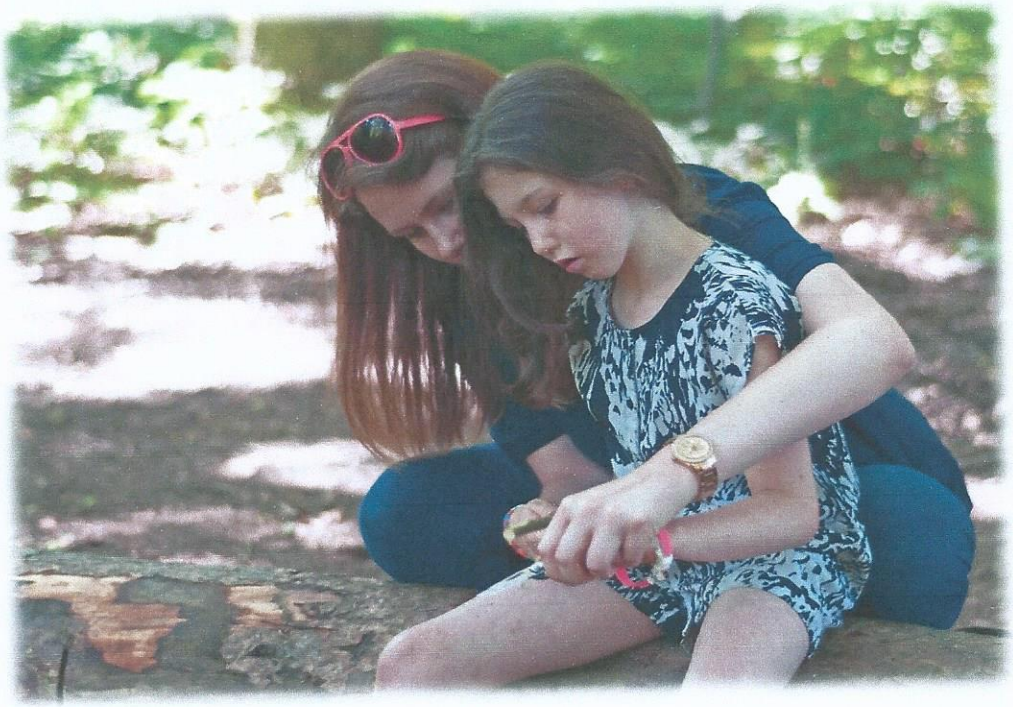
- select suitable accounting policies and then apply them consistently:
- make judgments and estimates that are reasonable and prudent and;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue on that basis.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charity Commission's requirements. The Trustees 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.

The Trustees who served during the year and up to the date of this report are set out on page 3.

ON BEHALF OF THE TRUSTEES

E Woodthorpe ---------- CHAIR OF TRUSTEES 22/9/2015 ---------- DATE



SKIPTON EXTENDED LEARNING FOR ALL
STATEMENT OF FINANCIAL ACTIVITIES - FOR THE YEAR ENDING 31 MARCH 2015

	Unrestricted	*Restricted*	*This Year*	*Last Year*
Balance as at 1st April 2014	57,549	12,202	69,751	26,968
Income				
North Yorkshire County Council				
Disabled Children's Team	12,134	—	12,134	10,051
Early Intervention Team	1,474		1,474	4,172
Holiday Club Income	22,902	—	22,902	20,528
Consultancy	—	—	—	125
Pupil Premium	21,067	—	21,067	11,617
Sports Coaching	4,295	—	4,295	2,893
Donations	47,177	—	47,177	57,555
Grants	—	68,041	68,041	71,150
Interest (Reserve Account)	8	—	8	4
Income Total	*109,057*	*68,041*	*177,098*	*178,095*
Expenditure				
Cost of generating funds				
Fundraising	**3,718**	**—**	**3,718**	**3,110**
Charitable activities				
Holiday Club - Staff	22,721	4,410	27,131	31,262
Holiday Club - Resources & Equipment	4,624	2,470	7,094	6,170
Workshops - Staff	9,254	12,054	21,307	12,660
Workshops - Resources & Equipment	2,719	15,453	18,172	14,759
Out-of-school Activities - Staff	12,191	13,248	25,439	12,888
Out-of-school Activities - Resources & Equipment	1,951	10,589	12,540	7,498
Small Grants	1,610	—	1,610	2,191
Trips & Holidays	7,089	4,720	11,809	15,400
Charitable activities - totals	**62,159**	**62,944**	**125,103**	**102,828**
Running costs				
Salaries	29,574	2,861	32,435	22,071
Transport & Travel	573	—	573	453
Insurance	455	—	455	1,349
Office Equipment	924	—	924	728
Postage, Printing & Stationery	901	304	1,205	1,286
Telephone & Internet	1,014	—	1,014	1,703
PR & Publicity	603	54	657	1,000
Training & Recruitment Costs	3,177	—	3,177	337
Rental Costs	2,925	—	2,925	—
Miscellaneous	248	294	542	446
Running costs - totals	**40,393**	**3,513**	**43,906**	**29,374**
Expenditure Total	*106,270*	*66,457*	*172,727*	*135,312*
Balance as at 31st March 2015	60,336	13,786	74,122	69,751

		2015	**2014**
Cash funds (31.03.2015)	Bank balance	50,348	51,105
	Reserve Account	23,353	18,554
	Petty Cash	411	91
		74,112	69,751
Liabilities	Accrued costs	288	7,424
Assets	Debtors	61	749
		1990	—
		2051	749

SKIPTON EXTENDED LEARNING FOR ALL

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

Report to the Trustees of Skipton Extended Learning for All on accounts for the year ended 31 March 2015 set out on page 11.

Respective responsibilities of Trustees and examiner
The charities Trustees consider that an audit is not required for this period (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.38 of the Charities Act 2006) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended); and
- to state whether particular matters have come to my attention.

Basis of Independent examiner's statement
My examination was carried out in accordance with 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 the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the account.

Independent examiner's statement
In the course of my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that in, any material respect, the Trustees have not met the requirements to ensure that:
  - proper accounting records are kept (in accordance with section 41 of the Act); and
  - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; and

- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Ian Pollitt ACA
10 Rockwood Drive
Skipton
BD23 1NF

Chartered Accountant

Signed

Date: 6/9/15