

Trustees' Report & Financial Statements



Year Ended 31 March 2019

LEAH
Learn English
At Home

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LEARN ENGLISH AT HOME

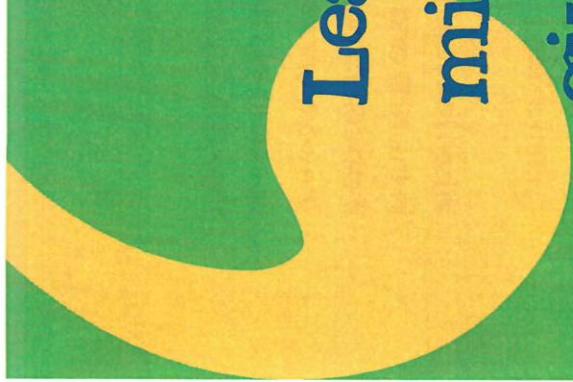
LEAH was established 36 years ago to advance the education of people from minority ethnic communities who do not speak English as a first language and who are unable to access adult education courses so that they may learn or improve their English.

LEAH's vision is for all people to be active members of their local communities. LEAH's mission is to offer clients a means to overcome isolation, increase confidence and gain knowledge of local services. LEAH empowers clients to become active members of society and in doing this, contributes to building stronger communities.

When referred by LEAH's network of partners in the NHS and voluntary sector, clients find it difficult to access the services they need. They are unable to attend formal ESOL (English Speakers of Other Language) classes because of their child-care responsibilities, ill-health, disabling

lack of self-confidence or illiteracy in their first language.

The core of LEAH's work, 1:1 home-based tuition, offers people who would not ordinarily be able to access language services a bespoke learning plan, addressing their current practical challenges, whilst developing their language through targeted support. LEAH's small-group classes enable clients to meet other students and learn outside of the home, when they are ready to do so. LEAH runs trips and social activities for clients to help them learn about their local area, how to get around on public transport; to help them to build social networks, reduce their isolation and promote social integration. LEAH supports clients to find out more about local services, be more aware of health provision, be more involved in their children's education and make more informed choices for their families. LEAH supports clients to progress to further learning, volunteering or employment.



Learning English for refugees and migrants is the essential tool which gives individuals, and their families, the power to communicate with confidence, participate in the local community, share life's experiences in one common language. It is also the tool that can open doors to new opportunities.

LEAH Referrer





241

ethnic
minority
adults
supported

121

LEAH clients
supported 1:1
in their homes

142

LEAH clients
supported in
community
classes

LEAH's year at a glance

10

community
classes
delivered

26

volunteers
completed LEAH's
comprehensive
38-hour training
course

125

client referrals
received
from partner
organisations

CHAIR'S STATEMENT

Introduction from Richard Williams, Chair of Learn English at Home (LEAH)



In the past year, LEAH has entered a period of transition while continuing to deliver much-needed English language teaching to migrants, refugees and asylum seekers in Kingston, Richmond and Hounslow.

Our main effort has been devoted to delivering teaching to disadvantaged individuals with low levels of English in their own home. We continue to work with other local support services to identify people most in need of help, with a view to providing teaching tailored to their needs and help them function effectively as members of the community. It is rewarding to see those we help become more confident and independent, and this year two of our students were recognised in the Kingston Adult Achievement Awards run by the Kingston Rotary Club to recognise exceptional academic progress in the borough by people who have been successful in learning despite difficulties or disadvantage. In addition to our one to one teaching, we also ran a record number of ten classes in schools and community centres for groups of students who were able to benefit from learning in a classroom setting but not yet ready to enter formal learning at a college.

We are always exploring ways to develop and enrich our services and this year, we introduced an improved programme of refresher training for our volunteer tutors to help them maintain and improve their teaching skills. We regularly review feedback from our tutors, clients and referrers – about the impact of our work, to inform our annual planning cycle and improve our services. We have established an Experienced Volunteers Group in which volunteers can share learning, manage support and mentoring networks, and feedback volunteer development suggestions to trustees and the LEAH team.

We are also examining new and innovative ways of using our programmes to promote community cohesion. We have secured our first lead partnership role in an innovative programme with Cultivate London and Merton Home Tutoring Service to teach English and promote social integration through gardening and are delighted this launched in April 2019. We have also started working with a local company, New England Seafood International on a literacy programme for their workforce with low levels of English. We are constantly seeking opportunities to work in partnership with other organisations to enrich and extend services that support our client group.

There has been one important change at senior level. In October 2018 our long-standing Director Kate Brown left the charity to pursue

other career aims. Our thanks to her for her calm and thoughtful leadership, and also to Abby Price who acted as interim Director while we recruited a replacement for Kate. Our new Director, Jenny Irish, joined us in January from the Central London Samaritans, and we look forward to working with her in the years to come.

LEAH continues to deliver a vital service to an underprivileged and disadvantaged community. We benefit not only the people we teach but society more generally by supporting people to integrate into their local community, become more confident and contribute to their community in so many ways. The promotion of community cohesion is strongly supported by the government, London Assembly, the boroughs in which we work and by society at large and language learning is an important part of that work. The emergence of new programmes and initiatives provides us with new opportunities and new challenges. We relish the developments that the coming years will bring.

A handwritten signature in dark ink, appearing to read 'Richard Williams'.

Richard Williams, Chair of Trustees



TRUSTEES' REPORT 2018 - 2019

The trustees present below their report and the audited financial statements for the year ending 31st March 2019. The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Public benefit

In making decisions about the way in which LEAH achieves its charitable objectives, the trustees have regard to the Charity Commission's guidance on public benefit. LEAH's work is beneficial in that it offers clients a means to overcome isolation and improve their chances in life through improved English language skills, increased confidence and self-belief, and greater knowledge of local services.

LEAH's work changes people's lives. Through language LEAH empowers people to become active members of their local communities, contributing to stronger and more integrated communities.

LEAH's work is beneficial to a specific section of the public: to ethnic minority adults with very low levels of English. LEAH's work is focused on this group because of their vulnerability and isolation, and their exclusion from other language support.

LEAH works to ensure that all those who are eligible for our services can benefit, for example through developing strong referral networks with statutory and voluntary partners and offering LEAH's services at no cost to the clients.

LEAH's trustees work to manage risks of harm to the charity's beneficiaries and the public in general, for example through LEAH's safeguarding and health and safety policies and processes.



Achievements: 2018 – 2019

What LEAH has achieved this year

LEAH has continued to deliver vital services in Richmond and Kingston and has further expanded in Hounslow. This year LEAH ran more community classes than ever before, offering standalone opportunities for new clients and progression opportunities for clients on LEAH's 1:1 programme. LEAH's team of exceptionally committed volunteers, staff and trustees rose to the challenge to deliver the final year of LEAH's 2016-2019 strategic plan. LEAH's key achievements for the year are set out below.

1:1 ESOL support in the client's home

This year LEAH supported 121 clients through the 1:1 service across the boroughs of Kingston, Richmond and Hounslow. 37 of these clients were in Hounslow, where LEAH is responding to a high demand for services. LEAH found almost all the clients referred in Hounslow to be facing significant challenges beyond isolation, including having been trafficked to this country, being victims of domestic violence, having children with special needs, or living in severe poverty without access to public funds.

LEAH's clients either self-refer or are referred by midwives, health visitors, schools, social work teams, GPs and

other voluntary sector organisations. LEAH received 125 referrals during the year, the highest number ever received. LEAH staff coordinators carry out an initial assessment of the client's language and their home environment, liaise with the referrer, pair the client with a trained LEAH volunteer, and provide ongoing support and review.

The volunteers create a bespoke learning plan for the client. This plan addresses the client's current practical challenges, whether that be making appointments with the GP, navigating the bus system, or completing forms for their child's school, whilst at the same time developing their language through targeted support.

For clients LEAH had been supporting for at least six months by the end of March 19:

95%	made an improvement in their spoken English
90%	reported feeling more self-confident
85%	made a significant improvement in their English literacy skills
83%	reported feeling more confident in speaking to a health professional
71%	increased the number of activities they participated in outside the home
27%	moved on to a LEAH community class
13%	found work
12%	moved on to adult education college
12%	moved on to another community class



It is great that LEAH is a small local charity rather than a big national one. It provides a life-changing opportunity for so many - including reducing isolation in some cases and giving people confidence in their every-day life. I cannot speak too highly about what LEAH is achieving.



LEAH Referrer

1:1 project client countries of origin %

Syria	14		
Afghanistan	12	Romania	2
Albania	12	Korea North	2
Sri Lanka	9	Korea South	2
China	7	Tajikistan	2
Bangladesh	6	Vietnam	2
Bulgaria	6	Lithuania	1
Brazil	5	Nicaragua	1
Pakistan	5	Colombia	1
Poland	5	Egypt	1
Turkey	5	Jordan	1
Iran	4	India	1
Iraq	4	Peru	1
Hungary	2	Bolivia	1
		Russia	1
		Spain	1
		Sudan North	1
		Sudan South	1
		Algeria	1
		Thailand	1
		Venezuela	1

The parents who have been attending the class are more confident about coming into school and talking to the teachers. We find it is much easier to communicate with the parents, which in turn, helps the children. The parents have all made friends in the class which promotes inclusion and community within the school. Two of the parents have been helping in school which would not have been possible before the classes. The parents attend all the events and the LEAH team explain how to sign up and fill out necessary forms which is a great help to the parents and to the school.

Liaison Officer - Schools Class



Community classes

LEAH's classes are aimed at those who are ready to meet other people and learn outside their home, but are not yet able to progress to adult education or other ESOL support. Children under school age are welcome at all LEAH classes, with crèche workers freeing up their parent to learn. A total of 142 unique clients were supported through LEAH classes in the year:

- **Literacy class** supporting learners with their reading and writing skills around the theme of health, offered in Kingston, Whitton, Mortlake and an over 60's group in Hounslow;
- **Communicating with school class**, ran in Coombe Junior School, Alexandra School, Burlington School and King Athelstan to enable parents with low levels of English to gain the language skills they need to communicate with school and support their child/children;
- **ESOL for life**, a class integrated into LEAH's volunteer training, offering practically-focused English support for clients and teaching practice for LEAH volunteers;

LEAH's literacy class ran in four locations for the first

time: Central Kingston, Whitton and Mortlake in Richmond and Hounslow. The classes are aimed at those who find every-day reading and writing difficult, despite improvements in their spoken English. Often participants have had little or no formal education in their first language. LEAH's class in Kingston was split into two groups to allow differentiated and supported learning. LEAH was delighted to host a visit from Sir Vince Cable MP in November 2018 at LEAH's Whitton class. Clients were able to raise questions that mattered to them regarding A&E departments, concerns about schools, crime and a lack of affordable housing.

LEAH's Communicating with school class ran in four schools in Kingston this year, with the aim of integrating parents with low levels of English into the school community, improving communication with schools and teachers, and developing participants' confidence and social networks. In dialogue with teachers the classes covered topics including the school day, making phone calls to the school, reading letters from the school, parents evening, reading with your child and transitions to secondary school.



I value the work of LEAH enormously. I have seen a huge benefit to mothers who may visit in my role as a Health Visitor, when the English improved to the extent where they are engaging with me and the local community. Their self-esteem rises, and they feel more able to go out and about with the baby, and integrate with other families and children's activities. As a Health Visitor, it is a huge barrier in our work when we need to use interpreters to talk to our clients. Much of our conversation can be personal and sensitive, and an interpreter adds a barrier to communication and relationship building with that client. One obvious benefit when clients English improves, is that it saves my NHS trust money! Practically speaking, it gives me much more flexibility with visiting and communicating with the family if I do not need to schedule an interpreter to visit with me, or interpret over the phone. It also vastly reduces the length of time of visits and phone calls.

Health Visitor - Community Class Referrer

Client social activities

LEAH's social integration community visits are an informal and enjoyable way for clients to practise their English; meet new people and improve their confidence and knowledge of their local community, places of interest and services. LEAH's resident volunteers ran visits to places including Kew Gardens and Home Park, local picnics, walks and a guided tour of Central Kingston.

Taking part in the guided tour of Kingston offered participants the opportunity to learn about the local life and history. to share our daily lives as members of the local community. empowering individuals with confidence and a sense of belonging.

LEAH volunteer

I liked the walks I liked talking and listening English

LEAH client



LEAH volunteers

LEAH's work would not be possible without amazing volunteers and 26 volunteers completed the 38-hour training course in the year. This well-established course integrates ESOL theory and practice, sign-posting information about local services, and an introduction to LEAH. Over the year, we continued to develop ongoing communication and support for LEAH's volunteers, including access to training materials and advice from the staff coordinators at the Kingston office, regular email updates, and LEAH's peer-led tutor development network. LEAH introduced refresher training and specialist targeted literacy training delivered by ESOL qualified trainers alongside annual refresher safeguarding training. LEAH extended

a buddy scheme for newly trained volunteers and started plans for a peer mentoring scheme for delivery later in 2019. LEAH asks volunteers to commit to a year of volunteering, and on average volunteers stayed for 18 months. LEAH was delighted to be shortlisted for the annual Greater London Authority Team London Volunteering Awards to recognise the achievements of volunteers.

LEAH volunteers deliver 12,783 hours of volunteering hours annually. Based on a skilled volunteering cost of £14 per hour, volunteers delivered £178,962 annually of pro bono support. For every £10 invested, volunteers deliver £7.50 which means investment in LEAH leverages additional benefits for funders.

83%

feel well or very well supported

I feel I am doing something useful in my retirement. The regular contact with clients gets me out of the house and gives me a focus to the week. I've become more aware of people from other countries and the difficulties they face when they cannot understand or speak English. I have learnt something of their different cultures and faiths. Volunteers have also had training on child protection, and awareness of women's health, mental health and domestic abuse. I am more confident now than when I first became a volunteer

LEAH Volunteer

have a greater sense of the challenges facing different groups within their community

92%

Organisational and service development

LEAH has continued to grow and develop by:

- Recruiting 3 new Trustees recruited to the Board
- Increasing unrestricted reserves to address the risk of reliance on grants and trusts
- Securing lead partner role in an innovative high profile social integration gardening project
- Launching 19-22 strategic plan to extend service further in Hounslow, expand partnership working and diversifying income
- Securing capacity building support via Pilotlight to support the growth of paid for services

LEAH is committed to ensuring services meet the needs of clients and are shaped by their opinions and regularly ask for feedback to ensure LEAH continues to improve services to best support them. LEAH regularly collects and reviews feedback throughout the 1:1, community classes and social integration community visits. LEAH also sends out client, volunteer and referrer surveys annually to review the full service and it is the role of the Programme Development Committee to review this feedback and ensure this feeds into the annual planning and development cycle.



REFERENCE & ADMINISTRATIVE DETAILS

Registered Charity number

1153425

Principal address

Sidleley House
50 Canbury Park Road
Kingston Upon Thames
Surrey
KT2 6LX

Trustees

R Williams (Chair) appointed as chair	-	12.12.18
F Gandolfo		
H Henn		
S Kabre	resigned	- 09.10.18
M Maguire (Treasurer)		
I McGrath		
A Musgrave		
K Steinnes	resigned	- 01.06.19
F Kitson	appointed	- 09.10.18
L Devi	appointed	- 09.10.18

Key management personnel

K Brown - Director (to October 2018)
A Price - Interim Director (October 2018 to January 2019)
J Irish - Director (from January 2019)
L Gibson - Head of Programmes

Independent examiner

Rajesh Amin FCA
BDA Associates Limited
Chartered Accountants
Annex Court
Ferry Works
Summer Road
Thames Ditton
Surrey KT7 0QJ

Bankers

Metro Bank
1 Southampton Row
London
WC1B 5HA

Structure, governance and management

Governing document

The charity was registered with the Charity Commission as a Charitable Incorporated Organisation (CIO) on 15th August 2013.

The CIO was established under a Constitution which sets out its objects and powers. In the event of the CIO being wound up, the trustees have no liability to contribute to its assets and no responsibility for settling its debts and liabilities.

Recruitment and appointment of new trustees

New trustees are appointed, for a term of two years, by a resolution passed at a convened meeting of the charity trustees. Trustees may serve for a total of two terms. LEAH seeks trustees with the skills and experience to complement our existing Board and support the organisation as it grows and develops. LEAH advertises widely for new trustees, using national websites, social media, posters in local community settings, and trustee and staff networks. LEAH has appointed three new trustees this year.

Organisational structure

The trustees are responsible for the overall management and strategic direction of LEAH. The Director is appointed by the trustees to manage the day to day operations of the charity. The Director has delegated authority from the trustees for operational matters including finance, employment and representing the charity. Trustees work to support and supervise the Director and to set strategy, manage risks and maintain financial oversight.

Induction and training of new trustees

On appointment, trustees are given an induction including a policy pack, constitution, key

strategic documents and opportunities to meet staff and visit LEAH services. Ongoing training is made available.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The trustees use an annually-reviewed organisational risk framework to assess the major risks to which the charity is exposed, in particular those risks related to the operations and finances of the organisation, and are satisfied that systems are in place to mitigate the charity's exposure to these risks.

Financial review

The financial results are set out on page 20 in the Statement of Financial Activities and the financial position on page 21.

LEAH continues to be principally funded through grant sources, and are grateful to the range of funders who have made LEAH's work possible, including:

The 29th May 1961 Charity, The AB Charitable Trust, The Austin Hope Pilkington, RBK Controlling Migration Fund, The Co-Operative Group Limited, Garfield Weston Foundation, Hampton Fund, Heathrow Community Fund, Hounslow Community Fund, Kew Village Market, London Catalyst, Love Kingston, The Aubrey Orchard Lisle Charitable Trust, The Rayne Foundation, RBK New Initiatives, RBK Your Kingston, LBRUT Civic Pride, Richmond Parish Lands Charity, RBK Active Commissioning, Santander, The Scriveners Company, Tampon Tax Community Grant, The

National Lottery Community Fund, The Restitution Fund, The Worshipful Company of Dyers. LEAH would also like to thank all the individuals who have donated across the year and to everyone who has undertaken a challenge or a fundraising event on our behalf.

LEAH's income for the period is £194,773. LEAH's expenditure has increased from 2017/18 - £177,383 to £194,397 in 2018/19. LEAH has invested in staffing resources across the senior team and administration to ensure LEAH has the resources to expand services and diversify the income base in line with the 3 year strategy. A surplus of £376 secured for the period.

Reserves Policy

LEAH's policy is to hold three months running costs as unrestricted reserves, to enable business continuity in the event of unanticipated changes in the funding environment.

The reserves held by the charity at 31st March 2019 were £140,434. £83,039 of this was unrestricted. £57,395 was restricted, secured from grant funders and committed to specific project work in the financial year ahead. Of LEAH's unrestricted funds, £10,170 is designated by the trustees as the Freda Lambert Memorial Fund, for volunteer training. LEAH has been able to increase unrestricted reserves by £17,650 across the year, meeting the 3-month target.

Approved by order of the board of trustees on 12 December 2019 and signed on its behalf by:

R Williams (Chair) - Trustees



INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LEARN ENGLISH AT HOME

I report on the accounts for the year ended 31 March 2019 set out below.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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 required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the 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 statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Rajesh Amin FCA
BDA Associates Limited
Chartered Accountants
Annex Court
Ferry Works
Summer Road
Thames Ditton
Surrey
KT7 0QJ



Date: 17 December 2019

STATEMENT OF FINANCIAL ACTIVITIES

for the Year Ended 31 March 2019

INCOME AND ENDOWMENTS FROM	Notes	Unrestricted funds £	Restricted funds £	31.3.19 Total funds £	31.3.18 Total funds £
Donations and legacies		23,521	-	23,521	16,234
Charitable activities					
Providing 1:1 English tuition and community class support		-	169,751	169,751	220,634
Investment income	2	390	-	390	115
Other income		1,111	-	1,111	-
Total Income		<u>25,022</u>	<u>169,751</u>	<u>194,773</u>	<u>236,983</u>
EXPENDITURE ON					
Charitable activities					
Providing 1:1 English tuition and community class support		7,372	187,025	194,397	177,383
NET INCOME		<u>17,650</u>	<u>(17,274)</u>	<u>376</u>	<u>59,600</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>65,389</u>	<u>74,669</u>	<u>140,058</u>	<u>80,458</u>
TOTAL FUNDS CARRIED FORWARD		<u>83,039</u>	<u>57,395</u>	<u>140,434</u>	<u>140,058</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

BALANCE SHEET as at 31 March 2019

	Notes	31.3.19 £	31.3.18 £
FIXED ASSETS			
Tangible assets	6	567	1,133
CURRENT ASSETS			
Debtors	7	971	1,518
Cash at bank and in hand		142,083	140,443
		<u>143,054</u>	<u>141,961</u>
CREDITORS			
Amounts falling due within one year	8	(3,187)	(3,036)
NET CURRENT ASSETS		<u>139,867</u>	<u>138,925</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
NET ASSETS		<u>140,434</u>	<u>140,058</u>
FUNDS	11		
Unrestricted funds		72,869	59,034
Designated funds		10,170	6,355
Restricted funds		57,395	74,669
TOTAL FUNDS		<u>140,434</u>	<u>140,058</u>

The financial statements were approved by the Board of trustees on 12th December 2019 and were signed on its behalf by:

M Maguire –Trustee



NOTES TO THE FINANCIAL STATEMENTS FOR

THE YEAR ENDED 31 MARCH 2019

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income received from the government and other grants is recognised once the above criteria are met, together with any performance conditions attached to the grant.

Income is deferred only when the charity has yet to fulfil its performance conditions.

Expenditure

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 a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Charitable activities

The income for charitable activities which provides 1:1 English tuition and community support is provided in the form of grants from trusts and foundations.

Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake the charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. These costs have been allocated between the restricted funds in expenditure on charitable activities.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings- 20% on cost

Computer equipment- 33% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds - can be used in accordance

with the charitable objectives at the discretion of the trustees.

Designated funds - are funds set aside by the trustees out of unrestricted general funds for specific future purposes or project. The aim and use of each designated fund is set out by the trustees in the notes to the financial statements.

Restricted funds - can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the statement of financial activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

LEAH staff with qualifying earnings are entered into a salary sacrifice workplace pension scheme with contributions matched by LEAH up to 6 % of salary. The company operates a defined contribution pension scheme and contributions are charged to the statement of financial activities in the period to which they relate.

Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, and conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be reliably measured. In accordance with the charities SORP (FRS 102) general volunteer time is not recognised and refer to the Trustees' Annual Report for more information about their contribution.

Notes to the financial statements for the year ended 31 March 2019 (continued)

2. INVESTMENT INCOME

	31.3.19 £	31.3.18 £
Deposit account interest	<u>390</u>	<u>115</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2019 nor for the year ended 31 March 2018.

Trustees' expenses

One of the trustees has claimed expenses for £265 in the year 31 March 2019 (£0, 2018).

4. STAFF COSTS

	31.3.19 £	31.3.18 £
Wages and salaries	129,118	122,017
Social security costs	6,584	5,585
Other pension costs	6,457	6,415
	<u>142,159</u>	<u>134,017</u>

The average monthly number of employees during the year was as follows:

	31.3.19	31.3.18
Total number on payroll	12	13
Full time staff equivalent	4.3	4.6

Total staff numbers include all active members of LEAH's bank of creche workers in the period and LEAH's part time staff. The FTE figure therefore gives the more accurate picture of LEAH's staff resource (and includes one full-time employee).

No employees received emoluments in excess of £60,000.

Notes to the financial statements for the year ended 31 March 2019 (continued)

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES (from the 17/18 financial year)

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	16,234	-	16,234
Charitable activities			
Providing 1:1 English tuition and community class support	2,200	218,434	220,634
Investment income	115	-	115
Total	<u>18,549</u>	<u>218,434</u>	<u>236,983</u>
 EXPENDITURE ON			
Charitable activities			
Providing 1:1 English tuition and community class support	<u>316</u>	<u>177,067</u>	<u>177,383</u>
Total	<u>316</u>	<u>177,067</u>	<u>177,383</u>
NET INCOME	18,233	41,367	59,600
 Transfers between funds	-	-	-
Net movement in funds	<u>18,233</u>	<u>41,367</u>	<u>59,600</u>
 RECONCILIATION OF FUNDS			
Total funds brought forward	<u>47,156</u>	<u>33,302</u>	<u>80,458</u>
Total funds carried forward	<u>65,389</u>	<u>74,669</u>	<u>140,058</u>

6. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
Cost			
At 1 April 2018 and 31 March 2019	<u>6,317</u>	<u>1,477</u>	<u>7,794</u>
Depreciation			
At 1 April 2018	5,184	1,447	6,631
Charge for year	<u>566</u>	<u>-</u>	<u>566</u>
At 31 March 2019	<u>5,750</u>	<u>1,447</u>	<u>7,197</u>
Net book value			
At 31 March 2019	<u>567</u>	<u>-</u>	<u>567</u>
At 31 March 2018	<u>1,133</u>	<u>-</u>	<u>1,133</u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.19 £	31.3.18 £
Trade debtors	500	-
Prepayments	<u>471</u>	<u>1,518</u>
	<u>971</u>	<u>1,518</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.19 £	31.3.18 £
Trade creditors	394	871
Accrued expenses	<u>2,793</u>	<u>2,165</u>
	<u>3,187</u>	<u>3,036</u>

Notes to the financial statements for the year ended 31 March 2019 (continued)

9. COMMITMENTS UNDER OPERATING LEASES

	Equipment £	31.3.19 £
Operating leases which expire: Not later than one year	419	419
Later than one year and not later than five years	628	628
later than five years	-	-
	<u>1,046</u>	<u>1,046</u>

10. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Designated funds £	Restricted funds £	31.3.19 Total funds £	31.3.18 Total funds £
Fixed assets	567	-	-	567	1,133
Current assets	74,113	10,170	58,771	143,054	141,961
Current liabilities	(1,811)	-	(1,376)	(3,187)	(3,036)
	<u>72,869</u>	<u>10,170</u>	<u>57,395</u>	<u>140,434</u>	<u>140,058</u>

Notes to the financial statements for the year ended 31 March 2019 (continued)

11. MOVEMENT IN FUNDS

	At 1.4.18 £	Net movement in funds £	At 31.3.19 £
Unrestricted funds			
General fund	59,034	13,835	72,869
General fund- RBK - Controlling Migration Fund	-	-	-
Total unrestricted fund	<u>59,034</u>	<u>13,835</u>	<u>72,869</u>
Designated funds			
Freda Lambert Memorial Fund	<u>6,355</u>	<u>3,815</u>	<u>10,170</u>
Restricted funds			
The 29th May 1961 Charity	4,000	(4,000)	-
RBK - Controlling Migration Fund	13,162	(13,162)	-
Hampton Fund	9,413	(2,445)	6,968
Hounslow Community Fund	2,119	(160)	1,959
London Catalyst	-	1,000	1,000
The Aubrey Orchard Lisle Charitable Trust	4,428	(4,428)	-
The Rayne Foundation	3,776	(1,371)	2,405
RBK - Your Kingston	750	(750)	-
RBRT - Civic Pride Fund	2,297	(2,297)	-
Richmond Parish Lands Charity	3,154	3,164	6,318
RBK - Active Commissioning	-	622	622
Santander Foundation	4,962	(4,962)	-
The London Community Foundation - Tampon Tax Community Grant	-	4,965	4,965
The National Lottery Community Fund	25,608	7,550	33,158
The Restitution Fund	1,000	(1,000)	-
	<u>74,669</u>	<u>(17,274)</u>	<u>57,395</u>
	<u>140,058</u>	<u>376</u>	<u>140,434</u>

Notes to the financial statements for the year ended 31 March 2019 (continued)

11. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	21,102	(2,362)	18,740
General fund – RBK - Controlling Migration Fund	-	(4,905)	(4,905)
Total unrestricted fund	<u>21,102</u>	<u>(7,267)</u>	<u>13,835</u>
Designated fund			
Freda Lambert Memorial Fund	<u>3,920</u>	<u>(105)</u>	<u>3,815</u>
Restricted funds			
The 29th May 1961 Charity	-	(4,000)	(4,000)
The AB Charitable Trust	10,000	(10,000)	-
The Austin and Hope Pilkington	1,000	(1,000)	-
RBK - Controlling Migration Fund	19,620	(32,782)	(13,162)
Garfield Weston Foundation	10,000	(10,000)	-
Hampton Fund	14,000	(16,445)	(2,445)
Heathrow Community Fund	1,875	(1,875)	-
Hounslow Community Fund	4,000	(4,160)	(160)
Kew Village Market	1,000	(1,000)	-
London Catalyst	1,000	-	1,000
Love Kingston	1,697	(1,697)	-
The Aubrey Orchard Lisle Charitable Trust	-	(4,428)	(4,428)
The Rayne Foundation	5,000	(6,371)	(1,371)
RBK - New Initiatives	1,500	(1,500)	-
RBK - Your Kingston	-	(750)	(750)
RBRT - Civic Pride Fund	-	(2,297)	(2,297)
Richmond Parish Lands Charity	13,652	(10,488)	3,164
RBK - Active Commissioning	18,000	(17,378)	622
Santander Foundation	-	(4,962)	(4,962)
The Scriveners Company	1,000	(1,000)	-
The London Community Foundation - Tampon Tax Community Grant	8,834	(3,869)	4,965
The National Lottery Community Fund	56,573	(49,023)	7,550
The Restitution Fund	-	(1,000)	(1,000)
The Worshipful Company of Dyers	<u>1,000</u>	<u>(1,000)</u>	<u>-</u>
Total funds	<u>169,751</u>	<u>(187,025)</u>	<u>(17,274)</u>
	<u>194,773</u>	<u>(194,397)</u>	<u>376</u>

Notes to the financial statements for the year ended 31 March 2019 (continued)

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.17 £	Net movement in funds £	At 31.3.18 £
Unrestricted funds			
General fund	47,156	11,878	59,034
Total unrestricted fund	<u>47,156</u>	<u>11,878</u>	<u>59,034</u>
Designated fund			
Freda Lambert Memorial Fund	<u>-</u>	<u>6,355</u>	<u>6,355</u>
Restricted funds			
The 29th May 1961 Charity	-	4,000	4,000
RBK - Controlling Migration Fund	-	13,162	13,162
Hampton Fuel Fund	4,307	5,106	9,413
Hounslow Community Fund	-	2,119	2,119
The Aubrey Orchard Lisle Charitable Trust	-	4,428	4,428
People's Health Trust	703	(703)	-
The Rayne Foundation	-	3,776	3,776
RBK - Your Kingston	-	750	750
RBRT - Civic Pride Fund	-	2,297	2,297
Richmond Parish Lands Charity	3,775	(621)	3,154
The Santander Foundation	-	4,962	4,962
The National Lottery Community Fund	20,138	5,470	25,608
The Henry Smith Charity	4,379	(4,379)	-
The Restitution Fund	-	1,000	1,000
	<u>33,302</u>	<u>41,367</u>	<u>74,669</u>
Total funds	<u>80,458</u>	<u>59,600</u>	<u>140,058</u>

Notes to the financial statements for the year ended 31 March 2019 (continued)

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds included in the above as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	12,051	(173)	11,878
Total unrestricted fund	<u>12,051</u>	<u>(173)</u>	<u>11,878</u>
Designated fund			
Freda Lambert Memorial Fund	<u>6,498</u>	<u>(143)</u>	<u>6,355</u>
Restricted funds			
The 29th May 1961 Charity	8,000	(4,000)	4,000
RBK - Controlling Migration Fund	24,525	(11,363)	13,162
Hampton Fuel Fund	18,500	(13,394)	5,106
Heathrow Community Fund	1,875	(1,875)	-
Hounslow Community Fund	15,000	(12,881)	2,119
The Aubrey Orchard Lisle Charitable Trust	5,000	(572)	4,428
People's Health Trust	3,000	(3,703)	(703)
The Rayne Foundation	5,000	(1,224)	3,776
RBK - Your Kingston	750	-	750
RBRT - Civic Pride Fund	2,793	(496)	2,297
Richmond Parish Lands Charity	7,500	(8,121)	(621)
RBK - Active Commissioning	18,000	(18,000)	-
Santander	5,000	(38)	4,962
The National Lottery Community Fund	101,491	(96,021)	5,470
The Henry Smith Charity	-	(4,379)	(4,379)
The Restitution Fund	1,000	-	1,000
The Worshipful Company of Dyers	1,000	(1,000)	-
	<u>218,434</u>	<u>(177,067)</u>	<u>41,367</u>
Total funds	<u>236,983</u>	<u>(177,383)</u>	<u>59,600</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2019.

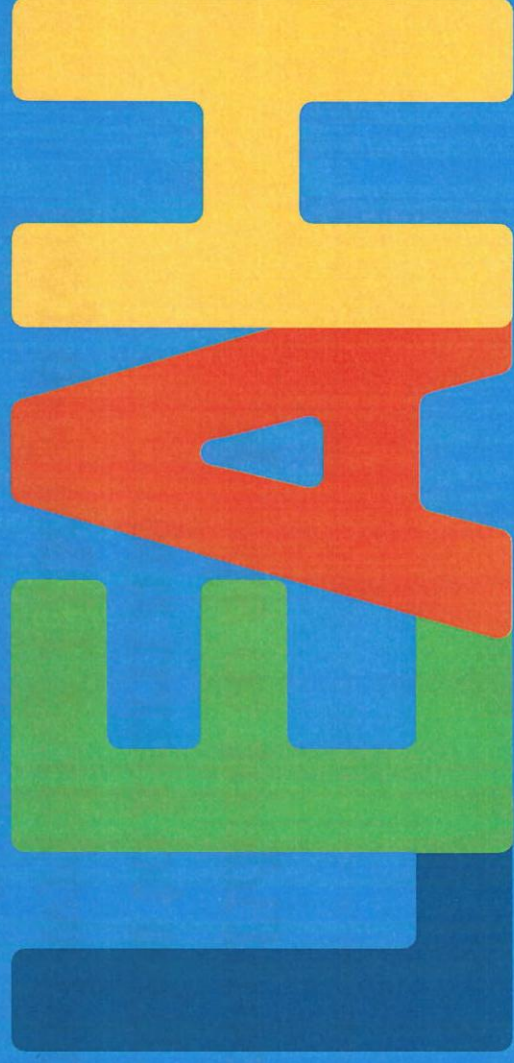
DETAILED STATEMENT OF FINANCIAL ACTIVITIES for the Year Ended 31 March 2019

	31.3.19 £	31.3.18 £
Income and endowments		
Donations and legacies		
Donations	23,521	16,234
Investment income		
Deposit account interest	390	115
Charitable activities		
Grants	169,751	220,634
Other income		
Services	1,111	-
Total incoming resources	<u>194,773</u>	<u>236,983</u>
Expenditure		
Charitable activities		
Salaries and wages	129,118	122,017
Social security	6,584	5,585
Pensions	6,457	6,415
Books and teaching aid	-	127
Commission Fees	373	315
Consulting and outsourcing	15,145	8,934
Consumables	2,362	354
Insurance	980	909
Fixtures and fittings	566	566
IT and office equipment expense	1,329	891
Lighting and heating	723	981
Miscellaneous	1,244	1,750
Petrol and fares	1,603	1,583
Photocopying and stationery	1,758	2,079
Postage	246	-
Rates	1,021	902
Rent	12,533	12,533
Room hire	4,558	2,768
Social events (volunteers, staff and trustees)	120	567
Staff training	130	144
Subscriptions	220	43
Telephone	1,176	1,160
Volunteer training	4,691	4,994
Water rates	20	-
	<u>192,957</u>	<u>175,617</u>
Support costs		
Finance		
Bank charges	300	386
Governance costs		
Accountancy and legal fees	1,140	1,380
Total resources expended	<u>194,397</u>	<u>177,383</u>
Net income	<u>376</u>	<u>59,600</u>



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