



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 1<sup>st</sup> May 2019 To 31<sup>st</sup> December 2019**

**Charity name: Open Learning**

**Charity registration number: 1183209**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>For the public benefit to advance education among socially disadvantaged secondary school students in the Aylesbury Vale District Council area who are identified by the schools they attend, in particular but not exclusively, by providing supplementary education in English and Mathematics.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Provision of 1:1 tuition in English and Mathematics for disadvantaged students from Aylesbury Vale Academy in Aylesbury and the John Colet School in Wendover.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The trustees have at all times had full regard for the Charity Commission's guidance on public benefit.</b>

### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>N/A</b>
Policy on social investment including program related investment	Para 1.38	<b>N/A</b>
Contribution made by volunteers	Para 1.38	<b>One of our tutors, James Binks, has provided tuition on a voluntary basis for pupils at the John Colet School. This is a significant voluntary contribution.</b>



		Our Trustees Nick Andrews and Jenny Smart have given significant time on a voluntary basis to organise and support the provision of tuition. Again a very significant contribution.
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Open Learning has had a strong start through the Autumn Term of the 2019 academic year. Good relationships have been established with the John Colet School and the Aylesbury Vale Academy, with a number of eligible students receiving tuition through Open Learning.</p> <p>The Mid Bucks Association agreed funding for the first learning unit with Aylesbury Vale Academy to begin in the Autumn term of 2019, with an agreement in principle to fund further learning units in the Spring and Summer terms after positive evaluation of the outcomes from the Autumn term.</p> <p>The first unit was completed; with the help and full co-operation of the school. Tuition and mentoring were in Maths and English and four independent tutors were deployed.</p> <p>The Lionel Abel Smith trust agreed funding for the first academic year of operations with the John Colet school in Wendover.</p> <p>Operations started and continued smoothly with the John Colet school and worked well with several pupils through the Autumn term 2019.</p> <p>Recruitment of tutors has followed a rigorous process and we have a small panel of tutors now, some former teachers and some from strong professional backgrounds, affording them the skills and knowledge to help, guide and support pupils.</p> <p>The recruitment process is being reviewed with a view to streamlining and simplifying the process where</p>



		<p>possible, without losing the integrity of the process.</p> <p>All DBS checks required have been carried out. Safer recruitment and safeguarding have been central to our approach throughout.</p> <p>We are very grateful to the Rt Hon David Lidington CBE for agreeing to become our patron.</p>
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#### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>The objective to provide tutoring to disadvantaged students from at least two schools in Aylesbury was met and provides a foundation to build on for the future.</p> <p>The objective to scale out into further schools in the area and find the funding to do so is still on-going.</p> <p>Tuition was provided successfully to a number of pupils at both schools, with positive feedback on improvements in pupil attitude to learning and progress from both schools.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>Funds were successfully raised to meet the initial objectives with John Colet and the Aylesbury Vale Academy. Further funding sources will need to be found to enable operations to be expanded to more schools locally. Some progress has been made, with relationships being developed with Heart of Bucks and others locally.</p>
Investment performance against objectives	Para 1.41	N/A
Other		



## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>As can be seen in the accounts, the charity has a positive cash balance of £5778 at the end of the period.</p> <p>We have obtained a commitment from the Mid Bucks Association for a further grant to enable tutoring to continue at Aylesbury Vale Academy, into the Spring Term of 2020.</p> <p>Open Learning therefore has the funds to continue tuition into the Spring term of 2020 with the Aylesbury Vale Academy and the John Colet School.</p> <p>Tuition costs for operations to date have totalled £921 at AVA.</p> <p>Tuition costs for operations to date have totalled £702 at the John Colet School.</p> <p>Total overheads to date have been £370 – primarily to fund a website, mobile phone and insurance.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	At present Open Learning does not hold any reserves. We are funded by grant funding so have no source to build up reserves from.
Amount of reserves held	Para 1.22	£0
Reasons for holding zero reserves	Para 1.22	If funding stopped, we would be able to pause operations until further funding could be found. The charity has not on-going costs for employees, rent and similar overheads, except for the website which could be covered by personal contribution by the trustees if required.
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>Longer term there is uncertainty about securing funding and with the time commitment required on a voluntary basis from Trustees. Another possible challenge will be finding and securing the services of tutors</p> <p><b>Mitigation is as follows:</b></p> <ul style="list-style-type: none"> <li>- New funding sources are being explored as well as the potential for direct fund raising.</li> <li>- Adaptation of the operating model from what we have learnt to date is being explored with a view to reducing the overhead on trustee's time.</li> <li>- New approaches to tutor recruitment, such as advertising</li> </ul>



		<b>to retired teachers and retired professionals with the right skills are being explored.</b>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Grant funding – currently from the Mid Bucks Association and the Lionel Abel Smith Trust</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal risks facing the charity	Para 1.46	<b>See above</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution of a Charitable Incorporated Organisation who's only voting members are its charity trustees</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Every charity trustee must be a natural person. Trustees must be over 16 years of age. Trustees must formally accept appointment as a trustee in writing and may only become a trustee with the full agreement of all existing trustees. There must be at least 3 trustees. The maximum is 12. Trustees are appointed for 3 years (except for the founding trustees where the term is set out in the CIO constitution). Open Learning has regard for the skills, knowledge and experience needed for the effective administration of our CIO.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>The policies are reviewed annually and published on the website.</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Open Learning
Other name the charity uses	N/A
Registered charity number	1183209



Charity's principal address	12 BROOKSIDE WESTON TURVILLE AYLESBURY HP22 5YN

**Names of the charity trustees who manage the charity**

Names of the charity trustees who manage the charity				
	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Simon Weaver	Chair		
2	Nick Andrews	Operations		
3	Jenny Smart	Operations		
4	Randal Stokes	Education and Safeguarding		
5				
6				
7				
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9				
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11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

## Name of trustees holding title to property belonging to the charity

[illegible]



### Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

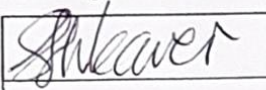
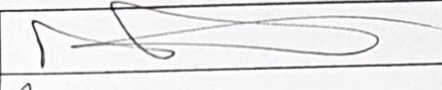
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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	SIMON JOHN WEAVER	RANDAL A. B. STOKES.
Position (eg Secretary, Chair, etc)	CHAIR	TRUSTEE
Date	30/8/20	





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Open Learning

No (if any)  
1183209

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## Receipts and payments accounts

For the period from	Period start date 1st May 2019	To	Period end date 31st Dec 2019
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### Section A Receipts and payments

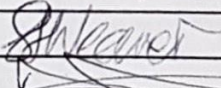

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Mid Bucks Association	-	1,980	-	1,980	-
Lionel Abel Smith Trust	-	5,790	-	5,790	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	-	7,770	-	7,770	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	7,770	-	7,770	-
<b>A3 Payments</b>					
Overheads - Mobile Phone		100		100	-
Overheads - Website hosting & domain		160		160	-
Overheads - Public Liability Insurance		110		110	-
				-	-
Tutors - AVA	-	921	-	921	-
Tutors - John Colet	-	702	-	702	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	1,993	-	1,993	-
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	-	1,993	-	1,993	-
<b>Net of receipts/(payments)</b>	-	5,778	-	5,778	-
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-	-
<b>Cash funds this year end</b>	-	5,778	-	5,778	-



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>		-	5,778	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	-	5,778	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>				
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>				
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>				
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
		SIMON JOHN WEAVER	30/8/20
		RANDALL A.B. STOKES	03/09/2020