

THE CHELMSFORD AND WEST ESSEX TRAINING GROUP
Trustees' Report and Accounts for the Year ended 30 June 2019

THE CHELMSFORD AND WEST ESSEX TRAINING GROUP

Annual Report for the Year ended 30 June 2019

General Information

The Chelmsford and West Essex Training Group is governed by a Constitution dated 10 July 1996. The Charity is registered with the Charity Commission number 1064624. The Charity's postal address is 2 Salisbury Cottages, Maldon Road, Hatfield Peverel, Essex CM3 2HS, and its website is www.cwetg.co.uk.

Management Committee

A Management Committee of Officers and members is elected every year by the members at the Annual General Meeting. During the year, the Management Committee (who comprise the Trustees of the Charity) was as follows:

John Upson, Chairman
Debbie Wedge, Secretary (and Training Officer)
Neville Williams, Treasurer
John Bucknell
Robert Gemmill
Robert Hodge
Trevor Horsnell
David Webber
Patrick Wreathall

Independent Examiner

The Independent Examiner is Christopher Kirk, a retired accountant.

Objects, Organisation and Activities

The Charity aims to advance education and training in the agricultural, horticultural and related industries.

Review of Progress and Achievements

Membership continues at just over 90. Overall incoming resources before interest income, i.e. membership fees and course fees, grew by 21% over the previous year. Course fees grew by 10% while BASIS / Facts income grew by an excellent 39%. Costs were contained to a rise of 13% on these increased activity levels. Operations continue stable and the Charity recorded a surplus of £23,270 (2018 - £10,177) in the year bringing the level of financial reserves up to £201,602 (2018 - £178,322).

THE CHELMSFORD AND WEST ESSEX TRAINING GROUP
Annual Report for the Year ended 30 June 2019 (Cont'd)

Policy on Reserves

Given the lack of grant income and the variability of farmers' financial positions between years and the affordability therefore of adequate training, the Trustees consider it prudent to maintain a level of reserves comparable to the annual incoming resources.

Bankers

The Charity's main bankers are Santander, Bridle Road, Bootle, Merseyside L30 4GB.

The Charity also uses Lloyds Bank, 77-81 High Street, Chelmsford CM1 1DU.

Signed on behalf of the Trustees of The Chelmsford and West Essex Training Group
on 31 March 2020

JOHN UPSON
Chairman

THE CHELMSFORD AND WEST ESSEX TRAINING GROUP

Notes to the Accounts for the Year ended 30 June 2019

1. Accounting Policies

These accounts have been prepared under the historical cost convention in accordance with applicable accounting standards and the Charity Commission's Statement of Recommended Practice (SORP 2005) and the Charities Acts 2006 and 2011.

2. Depreciation

The Charity does not account for depreciation, as the costs of the few assets which it holds are written off as expenditure in the year of purchase. Purchases of fixed assets in the year were £nil (2018 - £nil).

3. Trustees' Remuneration and Expenses

The Treasurer and the Secretary were the only Trustees to be paid for services rendered to the Charity. In the case of the Secretary, the remuneration includes for services rendered as Training Officer and for conducting courses in agronomy. Their aggregate remuneration in the year was £30,344 (2018 - £26,207).

Two Trustees received reimbursement for reasonable and proper expenses incurred on business for the Charity. The aggregate expenses incurred were £3,363 (2018 - £3,439) and related to mileage, postage, stationery, telephone and other office costs.

4. Other Costs

Other costs in the year amounted to £29,666 (2018 - £29,417) and comprised mainly the costs of room hire and refreshments for courses; registration and assessment fees to BASIS and other training organisations, and insurance premiums.

THE CHELMSFORD AND WEST ESSEX TRAINING GROUP

Independent Examiner's Report to the Trustees of The Chelmsford and West Essex Training Group

I report on the accounts of the Charity for the year ended 30 June 2019 which are set out on pages 1 to 5.

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 of the Charities Act 2011 (the Charities Act) and that an Independent Examination is needed.

It is my responsibility:

- To examine the Accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, 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 no opinion is given as to the 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:

(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 Charities Act, and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

Signed on 31 March 2020

Christopher Kirk
27, Blackthorn Avenue
Billingshurst
West Sussex
RH14 9GW

THE CHELMSFORD AND WEST ESSEX TRAINING GROUP

Balance Sheet for the Year ended 30 June 2019

	<u>2019</u> £	<u>2019</u> £	<u>2018</u> £	<u>2018</u> £
<u>Assets</u>				
Cash at Bank		186,922		159,677
Subscriptions and Course Fees Receivable		35,265		32,113
Total Assets		<u>222,187</u>		<u>191,790</u>
<u>Liabilities</u>				
Tuition Fees Payable	8,959		8,118	
VAT	1,376		3,706	
Other Creditors	<u>10,250</u>		<u>1,634</u>	
Total Creditors		20,585		13,458
Total Liabilities		<u>20,585</u>		<u>13,458</u>
Total Assets less Liabilities		<u>201,602</u>		<u>178,332</u>
Total Resources carried forward		<u>£201,602</u>		<u>£178,332</u>

Signed on behalf of the Trustees on 31 March 2020

J R Upson
Chairman

THE CHELMSFORD AND WEST ESSEX TRAINING GROUP

Statement of Financial Activities for the Year ended 30 June 2019

	<u>2019</u> £	<u>2018</u> £
<u>Incoming Resources</u>		
Members' Subscriptions	36,900	34,125
Course Fees – Members	29,506	40,464
Course Fees – Non-Members	21,734	5,929
BASIS/Facts/Beta Income	72,469	51,882
Sundry Income	3,609	2,634
Interest Income	1	0
Total Income	<u>164,219</u>	<u>135,034</u>
<u>Expenditure</u>		
Tuition Fees	77,576	65,794
Employments Costs (Note 3)	30,344	26,207
Secretarial and Office Costs	922	1,159
Travel and Subsistence (Note 3)	2,441	2,280
Other Costs (Note 4)	29,666	29,417
Total Expenditure	<u>140,949</u>	<u>124,857</u>
	<u>2019</u> £	<u>2018</u> £
Net Incoming Resources	23,270	10,177
Total Resources Brought Forward as at 1 July 2018	178,332	168,155
Total Resources Carried Forward as at 30 June 2019	<u>£201,602</u>	<u>£178,332</u>

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