

Registered Company Limited by Guarantee No: 7018694
Registered Charity No: 1163027

**ASSOCIATION OF NORTHAMPTONSHIRE SUPPLEMENTARY SCHOOLS
LIMITED**

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEARD ENDED

30TH SEPTEMBER 2017

Association of Northamptonshire Supplementary Schools Limited
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2017

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Association of Northamptonshire Supplementary Schools Limited

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 SEPTEMBER 2017

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Registered Company Number: 7018694

Registered Charity Number: 1163027

Board of Directors: Alaa Abouzanad – Chair
Ilze Brilta – Vice Chair
Wlodzimierz Tarasiewicz – Treasurer
Danielle Stone
Mainjinder Kaur Atwal
Ellen Wallace – (appointed 01.10.14)

Company Secretary: Manjinder Kaur Atwal

Registered Office: Portfolio Innovation Centre
University of Northampton
St George's Avenue
Northampton
NN2 6FB

Independent examiner: CVS Northamptonshire
32-36 Hazelwood Road
Northampton
NN1 1LN

Bankers: HSBC
PO Box 7 9
High Street
Kettering
Northamptonshire
NN16 8ST

Association of Northamptonshire Supplementary Schools Limited

DIRECTORS REPORT

FOR THE YEAR ENDED 30 SEPTEMBER 2017

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The Board of Directors has pleasure in presenting this report and financial statements for the year ended 30th September 2017.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Association of Northamptonshire Supplementary Schools (ANSS) is a Company Limited by Guarantee, having no share capital. Directors and managers operate under the Memorandum and Articles of Association.

The officers of ANSS are appointed at the Annual General Meeting. There can be up to 14 Directors. Currently there are 6. The executive takes responsibility for the day to day running of the organisation and holds general meetings of the organisation 3 times a year

AIMS AND OBJECTIVES

To advance the educational work of Northamptonshire Supplementary Schools by:

- Provision of training to the schools
- Administrative services
- Quality Assurance
- Collaborative events
- Support for teaching and learning

ACHIEVEMENTS FOR THE YEAR

We have undertaken the following activities which deliver our charity objects.

Training Events

During the year, we have delivered the following training events for our member schools so that they continue to deliver their work in a safe environment and improve the educational work they offer:

- First Aid course was held in March 2017 in Northampton and Kettering, delivered by the Red Cross. 23 teachers attended from 9 schools
- National Resource Centre for Supplementary Education (NRCSE) Effective Teaching Course delivered by ANSS Development Officer and Anna Pawluk-Ponika from the Polish School Wellingborough. Both have been trained by NRCSE to deliver the course on behalf of NRCSE. The course run for 10 weeks from January to March 2018. 11 people achieved OCN Accreditation in Level 3.
- NRCSE SEND 1-day training course held in Northampton and Corby. 22 teachers attended from 10 schools and all achieved OCN accreditation in Level 2 or 3.
- Effective Teaching Workshops, delivered by the University of Northampton - 21 teachers from 10 schools attended the 2 workshops in June 2017

In total 14 of our 17 schools accessed at least one of our training courses. Most schools however accessed at least 2 or 3 courses.

Events

We delivered the following collaborative events for our member schools, providing opportunity to bring our member schools together to share and celebrate their culture and diversity:

- Awards Ceremony. – This was a fabulous event where we celebrated the achievements of the young people who attend our member schools. We celebrated 22 GCSEs, 8AS and 3 AS levels. We also celebrated the 'Most Improved', 'Most Creative' and the student with Best Attendance from each school. The Youth Forum performed a drumming piece and shared a song they had composed at the Leadership Course they attended in November 2016. We received a lot of coverage and congratulations on the achievements. The ceremony was well attended by Mayors, Councillors, Police, staff and parents from across the County. We also celebrated schools that achieved the NRCSE Bronze and Silver Awards and attended the NRCSE Effective Teaching Course.
- Concert – 9 schools took part in this event, all delivering a short performance of music, dance or drama that reflects the culture and heritage of their schools. The quality of performances was excellent. This was very well attended by parents, staff, Councillors and Mayors from across the County.
- 5 volunteers from our member schools attended the Year 7 International Day at Magdalen College in Brackley, where they talked about their home country and experiences of moving to England.

Quality Framework

We supported our member schools to undertake the NRCSE quality assurance framework so that they run well managed and safe schools

There were 17 schools who have or were awarded Bronze Awards this year:

Amalgamation, Arabic, Chinese, Greek, Gujarati Northampton, Russian, Latvian Northampton, Latvian Corby, Lithuanian Corby, Polish Corby, Polish Kettering, Polish Northampton, Polish Wellingborough, Serbian Corby, Corby, Tamil, Phoenix

The following schools were awarded the Silver Award:

Serbian, Polish Corby, Kettering, Northampton, Wellingborough

The following schools were awarded the Gold Award:

Polish Northampton and Wellingborough

Supplementary Schools Premises

ANSS supports schools to run from premises, which are safe and appropriate for the work that is delivered. During this year, the schools ran at the following centres:

- Caroline Chisholm School in Northampton, 9 schools are based here on Saturday and Sunday mornings. Schools are charged per classroom used per week. The rate is reduced as it is a block booking.
- Woodnewton, a learning Academy in Corby, 4 schools are based here on Saturday mornings. The schools split the caretaker costs charged by Woodnewton.
- St Andrews, CoE Primary School in Kettering, 1 school is based here on a Saturday morning for free
- Sikh Community Centre in Northampton, 1 school is based here on a Sunday morning for free
- Abington Community Centre, 1 school is based here on a Saturday morning for low cost rent

Other Activities

During this year, we have continued to run the ANSS Youth Forum. This forum is made up of young people from our member schools mainly based in Northampton. The forum is to provide the young people with a voice to express their ideas and opinions on ANSS activities and work. During the year they have undertaken the following:

- In November 2016, we partnered by Northamptonshire Music and Performing Arts Trust (NMPAT) to deliver a 2-day Leadership Training workshop. During this time, they worked together to compose and perform their own original song. They took turns in leading different elements of the workshop and conducting the work.
- In June 2017, Pedestrian delivered a week-long project called 'Concept', which worked with Youth Forum members to compose and perform their own songs to create an album of music. They also completed an Arts Award as part of this project. The album and arts award qualifications will be received/launched at our Awards Ceremony in November 2017.
- During the year, the Youth Forum have been invaluable in helping to organise and run our events, especially the Awards Ceremony and Concert.

We have worked with Northamptonshire Police Community Engagement Officers support the Chief Constables Community Supper, where we provided a stand of the work of ANSS and the Polish Northampton school performed.

In October 2016, ANSS had a stand at the Side by Side Wellbeing Conference at Royal & Derngate. This event was about supporting communities with wellbeing issues.

Organisation Activities

ANSS staff have undertaken several training courses to enable the organisation to develop its offer and up skill staff. This includes refresher mentor training for NRCSE Quality Framework, First Aid and attending the Voluntary Impact Conference in February 2017.

This year ANSS joined the Northamptonshire Chamber of Commerce and Consortia. It is hoped that both organisations will provide support and funding opportunities for ANSS.

In June 2017, our Northampton schools at Caroline Chisholm were pleased to welcome the Leader of Northampton Borough Council Cllr Jonathan Nunn and the Councillor for Communities Cllr Anna King. Both saw first hand the work these supplementary schools deliver and had opportunity to talk to volunteers and children about their schools.

All trustees contributed to the running of the ANSS, however the Chairman gave approximately 100 hours to be involved in the running of the ANSS and its events.

During this year there were two employees, the Finance & Admin Officer and the Development Officer. Both roles are part time. In July 2017, total hours were reduced from 30 hours per week to 15 hours per week.

Association of Northamptonshire Supplementary Schools Limited

DIRECTORS REPORT

FOR THE YEAR ENDED 30 SEPTEMBER 2017

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FUNDING

Funding has continued to be a challenge this year, as funding becomes more difficult to attract. During the year, we received funding from the following organisations:

- Northampton Borough Council (NBC) Partnership Fund until June 2018.
- Northamptonshire County Council's (NCC) Wellbeing Fund until June 2017.
- NBC Small Grants for delivery of the Effective Teaching Course
- NCC Empowerment funding for events
- NBC Councillor funds for events
- Walk for a Cause for delivery of first aid training

PLANS FOR FUTURE PERIODS

In the short term, we need to secure funding for the organisation beyond February 2018. Staff have been working to research and submit applications to raise the funds required to keep the organisation going, so it can continue to support our member schools and deliver our Charity's Object in the longer term.

In the mid to long term, ANSS continues to consult with a new main stream school in the county who partially opened in September 2016 and who are interested in working with us. We hope that these discussions may lead to a new home for ANSS and its member schools, and a closer working relationship with the mainstream schools.

PUBLIC BENEFIT STATEMENT

2000 plus young people attend schools that run after school and at the weekends. They are volunteer learners doing extra maths, English, science or their mother tongue and culture. The importance of ANSS is many layered, research shows that students entering into learning voluntarily do better at school. The communities that care for their young people like this work together on community cohesion and good citizenship. The supplementary schools support parents and reduce the pressure on welfare and health services; above all they help raise achievement and aspirations.

RESERVES POLICY

The current reserves policy is to maintain sufficient cash flow for known commitments, and the replacement of certain assets.

INVESTMENT POLICY

The company has no investments except its bank balance.

Association of Northamptonshire Supplementary Schools Limited

DIRECTORS REPORT

FOR THE YEAR ENDED 30 SEPTEMBER 2017

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DIRECTORS' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The directors are required by company law to prepare financial statements for each financial year, which gives a true and fair view of the financial activities of the company and of its financial position at the end of the period. In preparing those financial statements the directors are required to:

Select suitable accounting policies and apply them consistently

Make judgements and estimates that are reasonable and prudent

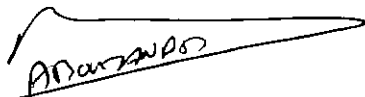
State whether the policies adopted are in accordance with the Companies Act 2006 and with applicable accounting standards and statements of recommended practice, subject to any material disclosed and explained in the financial statements

Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in operation

Make themselves aware of any information relevant to the audit, establish that the company's auditors are aware of that information and that as far as the directors are aware, there is no information relevant to the audit of which the company's auditors are aware.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company, hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the directors at a management meeting held on 7th March 2018 and signed on their behalf by:



Alaa Abouzanad

Director



**Independent Examiner's Report to the Trustees of:
ASSOCIATION OF NORTHAMPTONSHIRE SUPPLEMENTARY SCHOOLS
Registered Charity Number: 1163027**

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We report on the accounts of the company for the year ended 30th September 2017, which are set out on the attached pages 8 to 12.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company 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 an audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's statement

Our 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 of 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:

1. which gives me reasonable cause to believe that in any material respect, the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - 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 Charitieshave not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

L Scullion

Lorraine Scullion MAAT
26th March 2018

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 30 SEPTEMBER 2017

	Notes	Unrestricted 2017 £	Restricted 2017 £	Total 2017 £	Unrestricted 2016 £	Restricted 2016 £	Total 2015 £
Income from:							
Donations and legacies		-	-	-	-	-	-
Charitable activities	1	35,187	-	35,187	31,963	11,926	43,889
Investments		-	4,560	4,560	-	-	-
Other		-	-	-	-	-	-
Total Income		35,187	4,560	39,747	31,963	11,926	43,889
Expenditure on:							
Raising Funds		-	-	-	-	-	-
Charitable activities	2	39,831	12,830	52,661	40,651	22,618	63,269
Other		-	-	-	-	-	-
Total Expenditure		39,831	12,830	52,661	40,651	22,618	63,269
Net Income/(Expenditure)		(4,644)	(8,270)	(12,914)	(8,688)	(10,692)	(19,380)
Transfer between funds		-	-	-	672	(672)	-
Net movement in funds		(4,644)	(8,270)	(12,914)	(8,016)	(11,364)	(19,380)
Reconciliation of Funds							
Total funds brought forward		27,810	9,270	37,080	35,827	20,634	56,460
Total funds carried forward		23,166	1,000	24,166	27,810	9,270	37,080

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised during the year.

BALANCE SHEET AS AT 30 SEPTEMBER 2017

Company Number **7018694**

	Notes	Unrestricted £	Restricted £	Total 2017 £	Total 2016 £
Fixed Assets	4	-	-	-	-
Current Assets					
Debtors	5	2,469	-	2,469	4,174
Cash at bank and in hand		23,466	1,000	24,466	34,076
		25,935	1,000	26,935	38,250
Creditors					
Amounts falling due within one year					
Sundry Creditors	6	(2,219)	-	(2,219)	(420)
Accruals		(550)	-	(550)	(750)
		(2,769)	-	(2,769)	(1,170)
Net Current Assets		23,166	1,000	24,166	37,080
NET ASSETS		23,166	1,000	24,166	37,080
FUNDS					
Unrestricted funds	7	23,166	-	23,166	27,810
Restricted	8	-	1,000	1,000	9,270
		23,166	1,000	24,166	37,080

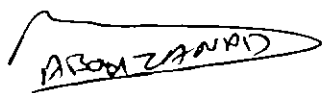
For the year ending 30th September 2017, the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (i) the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.
- (ii) the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- (iii) these accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The accounts have been prepared in accordance with the special provisions relating to small companies within the Companies Act 2006.

Approved by the directors at a management meeting held on 7th March 2018 and signed on their behalf by:



Alaa Abouzanad

Director

PRINCIPAL ACCOUNTING POLICIES

FOR THE YEAR ENDED 30 SEPTEMBER 2017

Accounting Policies

The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP) (FRS 102) "Accounting and Reporting by Charities" issued in January 2015 and applicable UK Accounting Standards and the Charities Act 2011

Format

The company has taken advantage of the provisions of the Companies Act 2006 and presented an income and expenditure account in the form of a Statement of Financial Activities on the grounds that it enables the financial statements to show a true and fair view of the result for the year.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the directors in furtherance of the general objectives of the non-profit making charity which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated funds is set out in the notes to the financial statements. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes.

Incoming resources

Voluntary income and donations are included in incoming resources when they are receivable and the amount can be quantified with reasonable accuracy. Grants are brought into account on a receivable basis.

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it has been received - there was no deferred income in the period

Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is stated inclusive of value added tax.

Tangible fixed assets and depreciation

Depreciation is calculated to write down the cost of all tangible fixed assets by instalments over the expected useful lives. The period generally applicable are:

Intangible income

Intangible income, in the form of donated facilities and voluntary help etc., is not included in the financial statements since it is not considered practicable to quantify such income.

Reserves

The current reserve policy is to maintain sufficient cash flow for known commitments, and the replacement of certain assets. Not all grants are received at the beginning of the financial year others are received in arrears.

Risk

The directors/trustees do not believe the organisation is subject to any substantial risk beyond those disclosed in the Directors Report and Accounts.

The organisation has employer and public liability insurance to protect it in the case of a claim.

NOTES TO THE ACCOUNTS

	Unrestricted £	Restricted £	Total 2017 £	Total 2016 £
1 Charitable activities				
Membership	-	-	-	630
Workshops	1,005	-	1,005	270
School rent	19,768	-	19,768	11,230
Other Income	1,864	-	1,864	1,383
Grants				
NCC	1,300	-	1,300	950
NBC	11,250	-	11,250	17,500
Restricted NCF - NCC Wellbeing	-	-	-	10,000
Restricted - Walk for a Cause	-	470	470	-
Restricted - NCF - NBC Quality Assurance	-	2,990	2,990	-
Restricted - NBC Awards Ceremony	-	1,100	1,100	50
Restricted NCF - Concert	-	-	-	1,876
	35,187	4,560	39,747	43,889

	Unrestricted £	Restricted £	Total 2017 £	Total 2016 £
2 Charitable activities				
Employment Costs	10,652	10,013	20,665	41,264
Venue Hire - Rent	1,200	-	1,200	1,300
Schools	21,549	10	21,559	11,245
Office Costs	1,013	35	1,048	1,849
Insurance	370	-	370	360
Events	2,143	150	2,293	3,015
DBS Checks	1,271	-	1,271	295
Training	909	2,622	3,531	2,391
Marketing & Promotion	-	-	-	-
Other Expenditure	-	-	-	231
Bad Debts written off	35	-	35	418
Governance costs				
Independent Examination	689	-	689	901
	39,831	12,830	52,661	63,269

	Unrestricted £	Restricted £	2017 £	2016 £
3 Employment Costs				
Gross salaries	10,058	10,013	20,071	38,880
Employer National Insurance	-	-	-	1,701
Travel	474	-	474	328
Training	120	-	120	355
	10,652	10,013	20,665	41,264

There are no employee being paid in excess of £60,000 per annum.

The number of employees by head count during the year was: 2 (2015/2016 = 4)

During the year, no trustees received any remuneration £nil (2015/2016 £nil)

Total expenditure reimbursed to trustees amounted to £nil (2015/2016 £nil)

Remuneration paid to Key Management Personnel in the year amounted to £12,781

NOTES TO THE ACCOUNTS

4 Fixed Assets

There are no Fixed Assets

5 Debtors

Other	1,972	-	1,972	1,738
Prepayments	497	-	497	2,436
	<u>2,469</u>	-	<u>2,469</u>	<u>4,174</u>

6 Creditors - Amounts falling due within one year

Sundry creditors	(300)	-	(300)	(420)
Accruals	(550)	-	(550)	(750)
Deffered Income	(1,919)	-	(1,919)	-
	<u>(2,769)</u>	-	<u>(2,769)</u>	<u>(1,170)</u>

7 Unrestricted Reserves

Unrestricted

Opening Balance 01.10.16	Movement In	Movement Out	Transfer between funds	Closing Balance 30.09.17
£	£	£	£	£
27,810	35,187	(39,831)	-	23,166
<u>27,810</u>	<u>35,187</u>	<u>(39,831)</u>	-	<u>23,166</u>

8 Restricted Funds

	Opening Balance 01.10.16	Movement In	Movement Out	Transfer between funds	Closing Balance 30.09.17
	£	£	£	£	£
Grant - NBC - Awards Ceremony	50	1,100	(150)	-	1,000
Grant - NCF - NCC Wellbeing	9,007	-	(9,007)	-	-
Grant - Walk for a Cause	-	470	(470)	-	-
Grant - NCF - NBC Quality Assurance	-	2,990	(2,990)	-	-
Grant - NAYC - Yth Group	213	-	(213)	-	-
	<u>9,270</u>	<u>4,560</u>	<u>(12,830)</u>	-	<u>1,000</u>

NBC - Awards Ceremony - Councillor Community Fund towards awards ceremony 2016/17

NCF - NCC Wellbeing - Towards increasing social and mental well being through training and education.

Walk for a Cause - Towards First Aid Training

NCF - NBC Quality Assurance - To give different ethnic communities the opportunity to improve the teaching and learning enviroment.

NAYC - Youth Group - Funding towards new start up Youth Group

9 Ultimate Controlling Party

The company is under the ultimate control of its directors, and whose names are shown at the front of the financial statements.

10 First Year Adoption

This is the first year in which the financial statements have been produced on FRS 102.

There have been no adjustments to the reported income for the year or the opening and closing funds as a result of the transition.