

Devon Development Education

**REPORT OF THE DIRECTORS
and
UNAUDITED FINANCIAL STATEMENTS**

for the year ending 31st March 2018

Charities Commission Registration Number: 1102233

Company Registration Number: 04824296
(a company limited by guarantee and not having a share capital)

Devon Development Education
at the Global Centre Devon

Report of the Trustees for the year ended 31st March 2018

Contents	Page
Report of the trustees	3
Independent Examiners' report	12
Statement of Financial Activities	13
Balance Sheet	14
Accounting policies	15
Notes on the financial statements	16

Devon Development Education
at the Global Centre Devon

Report of the Trustees for the year ended 31st March 2018

The trustees are pleased to present their report together with the unaudited financial statements of the charity for the year ended 31st March 2018.

These financial statements have been prepared in accordance with the Memorandum and Articles of Association, the Charities Act 2011, the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005 ('the Charities SORP 2005'), the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective April 2008).

Reference and administrative information

Charity number: 1102233

Company number: 04824296

Bankers:

Co-operative Bank PLC
PO Box 250
Delph House
Southway
Skelmersdale
WN8 6WT

Santander Corporate Banking
Bridle Road
Bootle
Merseyside
L30 4GB

Independent Examiner:

Exeter Community Accounting
c/o The Scrapstore, Gordon Road
Exeter, EX1 2DH

Directors and trustees

The directors of the company are also the charity trustees for the purposes of company law. The trustees during the year and up to the date this report was signed together with any special responsibilities they held were:

Sue Kay – Chair

Carolyn Hallett – Vice Chair

Dominic Richardson – Treasurer

Martyn Goss

Mic Morgan

Alison Sharpe

Nick Hawker

Jo Turner – currently standing back from active involvement due to maternity

Belinda Martin – appointed April 2018

Sue Errington – Company Secretary

Trustees

The trustees have delegated day-to-day management of the charity to Sue Errington the coordinator.

Objects

The charity's objects as set out in the Memorandum and Articles of Association are to promote, maintain, improve and advance public education, particularly by the promotion of global education in Devon.

Global education encompasses:

- Enabling people, including children and young people, to understand the links between their own lives and those of people living throughout the world;
- Increasing understanding of the economic, social, political and environmental forces which shape our lives;
- Developing skills, attitudes and values which enable people to work together to bring about change and take control of their own lives;
- Working towards achieving a more just and sustainable world in which power and resources are more equitably shared.

Our **Mission** is to provide a wide range of global learning opportunities for communities and schools in the South West, which increase their knowledge and understanding of global issues and enable them to take appropriate action.

Our **Vision**: A fairer and more sustainable world.

Structure and organisation

The charity is a company limited by guarantee and operates in accordance with the provisions of its Memorandum and Articles of Association. The charity may act only in accordance with its objects and may not trade otherwise.

DDE is managed by a Board of Trustees. Our chairperson, Sue Kay, is a former teacher now working as a researcher at Plymouth Marine Laboratory. Our vice chair is Carolyn Hallett, a Special Needs teacher. Our Treasurer, Dominic Richardson, an experienced business manager and consultant, continues to apply his financial knowledge to DDE's accounts.

The following trustees also sat on the Board throughout 2017-18: Alison Sharpe, a primary health care worker and educationalist with experience of working abroad; Mic Morgan, works as a Counsellor, is an ex-University Senior lecturer in Health and Nutrition, and has worked as an overseas aid worker in several countries. Nick Hawker, an IT specialist and former Secretary of Exeter City Supporters Trust, and Martyn Goss, Director of Church and Society at Exeter Diocese. Jo Turner remains on the Board but has at the moment stepped back from active participation following the birth of her first baby. We have recruited a new board member this spring 2018, Belinda Martin, an enthusiastic environmentalist and outdoor education teaching assistant. We are also delighted to have Angela Redmond come to take minutes at Trustee meetings.

We are very grateful for all the time and support provided by our trustees, and we are pleased to have excellent trustees, with a good balance of skills on the Board.

Details of the Board of Trustees for April 2017-March 2018 are summarised below. For purposes of company law the Trustees are directors of the company. New Trustees may be appointed by the Board, by ordinary resolution on recommendation of the existing Trustees. Each member has undertaken to contribute up to £1 to the assets of the company in the event of its being wound up with insufficient assets to meet its liabilities.

Sue Kay – Chair
Carolyn Hallett – Vice Chair
Dominic Richardson – Treasurer
Martyn Goss
Mic Morgan
Alison Sharpe
Nick Hawker
Jo Turner – currently standing back from active involvement due to maternity

Belinda Martin joined the Board in April 2018.

The charity trustees have had due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties. A statement of the charity's activities, performance and achievements is given here, followed by our financial report.

Overview of the year

In 2017, DDE celebrated 20 years of existence and we began discussing how to celebrate and use this to help us raise funds to keep DDE secure for the next 5 or more years. During the year April 2017 to March 2018 we have been able to maintain our level of activity, thanks to some successful grant applications, donations and work in schools funded by the schools themselves or the government's Global Learning Programme. Our programme of community events has continued and we are pleased that we have been able to reach people in schools and at community events in all areas of Devon, Plymouth and Torbay.

Premises. We continue to work in our small premises, which are adequate for our regular needs for desk space and smaller meetings. For larger events we rent a room in Exeter Community Centre as required.

Staffing. During the past year, DDE had a mixture of paid and unpaid staff.

- Unpaid staff continued to cover the main office roles, including website updating, emailing, book-keeping, community programme development and publicity. These included **Wendy Milne, Carolyn Hallett (as bookkeeper), Sue Stevens, Sue Errington and Mark Errington (IT)**. We are very grateful to them: their contribution is essential for enabling the work of DDE to continue and flourish.
- During the spring and summer terms of 2017, we continued to employ **Nicole Redfern**, for 1.5 days a week, working on the 3rd 'Food, Glorious Food' project, with 4 primary schools in Exeter. Nicole also worked on the 'Celebrate! Exeter Diver-city' project.
- In October 2017, we asked **Sandhya Dave** to continue her work, 1 day a week, as the Cultural Champions co-ordinator. Sandhya also led the hugely successful 'Celebrate Exeter Diver-city' project.
- We employed **Victoria Siddle-Virok** for 3 months (Jan-March 2018) on the Home Office-funded 'Building A Stronger Britain Together' (BSBT). We are sorry that Victoria resigned for health reasons and wish her well.
- Interns: **Akash Beri** and **Hannah Houghton** worked with us until the end of Exeter University's year (June 2017). We then applied for a further two and **Emily Clifford** and **Clara Miret** joined us in January 2018, as undergraduate student interns from Exeter University, 6 hours a week for 23 weeks (term time only), part funded by Santander.
- **Jane Habermehl, Alison Derrick, Jane Weatherby, Lorraine Cummings and Sue Errington** have been working as Associates, i.e. invited to carry out work when payment is available, including through the government's Global Learning Programme (GLP).
- **Alison Derrick** led the workshops during Fairtrade Fortnight, Feb-March 2018.

- **Lorraine Cummings** has recently moved to Exmouth from Reading, where she and her husband (both primary teachers) were very involved with our sister organisation RISC, so have good knowledge of global learning, its techniques and resources. Lorraine is working on a Dragons' Den project with schools in Exmouth.
- The **Cultural Champions** continue to work on a paid sessional basis.
- **Sue Errington** is our co-ordinator (currently unpaid), and leads on Fairtrade Devon and Food For Thought School Linking Programme with Uganda.
- We always try to say yes to young people asking for work experience with us. Last summer we welcomed **Nathaniel Waldron** and **Maya Richards**, each for a week.
- We also appreciate the on-going encouragement and help offered by our regular participants, **Angela Samuel, Gill Allen, Peter Wingfield-Digby, Di Cooper, Rick and Pat Blower** and many more.

DDE Strategic Plan

We have continued to implement the plans made at our review in autumn 2015. Our income and expenditure are now reasonably stable and we have a steady pattern of activity; however, we remain a flexible and responsive organisation, ready to pick up opportunities as they arise. The Trustees have been increasing our emphasis on project evaluation and completed a review of policies. For the longer term, we are aiming to employ an additional education worker and hence make a step change in our level of impact. We are currently fund-raising for this from our current supporters and by seeking new corporate sponsors.

Fund-raising.

Our income from public fundraising rose to 46% of our total income this year, up from 36% last year. Staff, volunteers and supporters have helped with many activities and with donations. Our major fundraiser was an Open Day at Beech Hill, Morchard Bishop, in May 2017. We organised Thai lunches and afternoon tea, a teddy bears' picnic, hair plaiting and games. The residents of Beech Hill organised tours round their sustainable energy and ecological resources; and children from Morchard Bishop Primary School entertained us with music. It was a very successful afternoon, with beautiful weather, and we raised over £1000 (net of expenses).

Dominic Richardson (our treasurer) and his wife Caroline hosted a Garden Party in their Pennsylvania garden, Exeter, with an expert talking about quinces.

To raise money for the hostel building for blind and partially sighted children at Katente West School, Mubende, Uganda, we held various fundraising activities, including a second sponsored cycle ride and a half-marathon run. Two very generous donors offered up to £1000 each, if we could match that – which we did. Our regular fundraiser for the Food For Thought work in Uganda is the Globe Trotters social evenings. During the year we organised seven, attended by 12-15 people.

We always ask for donations to cover the cost of room hire for World At Lunch Special Speaker meetings, occasional discussion events and Gown Meets Town meetings. We try to collect some funds at the Exeter Respect Festival (June) and the Green Fair (September).

We continue to receive individual donations, including from a number of regular givers. We wish to increase the number of regular givers – and find a way to entice people to promise DDE legacies in their wills! We are very grateful to all these supporters.

Grant applications.

We made many grant applications during the year. Sadly most were unsuccessful. However, we completed the 2 projects funded by the Big Lottery of £10,000 each: Awards For All, for our Food, Glorious Food project; and 'Celebrate' for our 'Celebrate Exeter Diver-city'. Locality grants from Devon County Councillors supplemented these grants.

Quaker Peace & Social Witness approved a second grant to work with 12 new rural primary schools in Uganda. This work began in September 2017 for 3 terms.

Our biggest success was the Building a Stronger Britain Together (BSBT) grant from the Home Office of £20,000, payable in quarterly payments, always late! The start of this project was greatly delayed (we received the first funds in December rather than April), which has caused challenges.

Publicity.

In 2017 we were able to work with our intern, Akash Beri, to develop our Facebook and other publicity. During 2018, Emily Clifford took on this role, especially setting up a Facebook page for Fairtrade Devon. Sandhya set up a Celebrate! Facebook page which is on-going and very successful.

To mark DDE's 20 years, the trustees took the lead in designing a brochure explaining what we do, as a tool to raise our profile and interest companies and individuals in supporting us. This is now in its second print run. We have also redesigned our basic DDE leaflet.

We are refreshing our website design; unfortunately progress has been slower than we'd hoped, for various reasons, but we hope to resolve these difficulties very soon.

Work carried out during 2017-18.

Education/Schools:

We have found that many schools are still engaged in re-organisation into academy chains; primary schools are focussed on literacy and maths and changes to many GCSEs has resulted in fewer secondary schools being willing to engage with global learning. Now cuts to school budgets are beginning to bite, so even less time is available for more creative ways of working, for teachers to take part in projects and CPD, and there is less money for schools to pay for our services. For example, some schools have said that in the next academic year they will not be able to buy in Cultural Champions sessions in the same way as they have for the past 5 years.

Primary Schools:

Food, Glorious Food 2nd Big Lottery Award, Jan-July 2017. Nicole ran this very successful project with 4 schools in Exeter. This was much appreciated by the schools and pupils. It was excellent to be able to invite a head teacher from one of our link schools in Uganda to join us for 2 weeks and work with the pupils and teachers.

Wynstream Primary School had been involved in the first project and having the second project enabled the work to become embedded in the school. Countess Wear also absorbed the project and made it their own. Newtown and Whipton Barton schools also took part, and all four schools will continue community activities developed during the project.

'Reaching Our Goals' project, working with three year groups in two schools in Exmouth. Lorraine has been running this short project. Schools chose a few of the UN Sustainable Development Goals as their focus. The final activity will be presentations to dragons in the 'Dragons' Den' in June and July 2018.

Food For Thought School Linking Programme, between primary schools in Uganda and UK.

Our school linking programme with Uganda continues but we were not able to invite a Ugandan teacher to Devon this year due to lack of funds and because the current British Council Connecting Classrooms programme does not include reciprocal exchange visits by teachers.

A new British Council programme is expected in September. We anticipate that the new programme will continue to require teachers in Uganda and the UK to complete training courses in global learning before applying for visit grants. But we expect the new programme to include reciprocal exchange visits by teachers.

Meanwhile, Quaker Peace and Social Witness renewed their grant to Food For Thought, so 12 more rural Ugandan schools have benefitted.

We completed the building and decorating of a hostel for blind and visually impaired children, at Katente West Primary School, in Mubende District. The first 2 children started there in February 2018.

Food For Thought trainers continue to work on organic growing with students at Mukuju Teachers' Training College in Tororo, when funds allow. This has had a positive impact, as UK visitors have seen for themselves. The students all have their plots where they practice the new skills. Food For Thought was also asked by the college to train students to make washable sanitary pads, which has now been carried out by 3 teachers from FFT schools.

Primary and Secondary Schools:

Fairtrade Fortnight 2018 and Fairtrade work in schools:

For Fairtrade Fortnight 2018 the focus was tea and we invited Esther Chepkwony and Victor Biwot from Sireet Co-operative in Nandi Hills, Kenya. Finally we were successful in having a woman visit us! Esther found the UK very cold (and that was before the snow came and made us stay in the house for 2 days). Both visitors were excellent at speaking about Fairtrade tea and how Fairtrade has improved their lives. So it is very sad that Sainsburys' has decided to stop using Fairtrade-certified tea in their own label tea. Sireet has lost 80% of its Fairtrade sales as a direct result, and also 80% of its Fairtrade Premium - which has meant that community projects have just stopped!

It was a very busy fortnight for our visitors, although the 2 days of snow imposed a break in activities. Alison Derrick led the very successful schools conferences, including a new venue at Chudleigh. The community meetings were also successful, including two interrupted by the snow and then re-arranged at two days' notice but still well-attended (in Sidmouth and Plymouth).

We are pleased to have the continued support of Devon County Council and commitment from Exeter University. 'Fairtrade Town' signs are now displayed on roads leading into Dawlish, Sidmouth, Teignmouth and Okehampton. Totnes and Exeter signs are almost ready to go up.

Three people visited Sireet in Kenya earlier in 2018 and a plan to visit Fairtrade coffee and cocoa growers in Peru is being seriously considered.

'Hola Peru' and 'Take Mali': during the year we sold only 5 copies of Take Mali and 2 of Hola Peru. However, we have many copies of the resource. So, we took the decision to offer free copies to Spanish teachers in Devon. Clara Miret, our intern, set out to phone every school in Devon to find out which school teach Spanish – and then to offer the teachers a free copy, plus a visit or a skype discussion about the resource with Clara, who is Spanish. Clara has been put in touch with Spanish teachers across the country, so more copies of the resource will be out in schools.

The Cultural Champions continue to work in schools, when invited, and have maintained a steady flow of bookings. But the number of bookings is down compared to recent years. In 2016-17 it was over 30 visits, in 2017-18 it was 20 visits.

Having tried and failed to access a grant to train a much needed new cohort of Cultural Champions, trustees agreed to allocate a small sum of money so that the training could be carried out. This is now underway, and a very good cohort of new Cultural Champions is being created. Some of these will be involved in one day of the BSBT work.

We have also struggled to obtain funding to run Youth Cultural Champions training. However, this is one strand of the BSBT project, so Black, Asian, and minority ethnic (BAME) pupils in 3 rural Devon

secondary schools will have that training. We are also hopeful that our 20th anniversary fundraising efforts will help fund this work too.

Secondary Schools:

Building A Stronger Britain Together project, funded by the Home Office, under their Prevent strategy. Our project is to work with three rural secondary schools, involving multiple activities in each school: one group of BAME students to train as Youth Cultural Champions; a second group, white British young people in danger of becoming right-wing extremists, who we will work with to reduce that possibility; the whole year group from which these two groups are drawn; CPD for the teachers and two small engagements with local community groups. This project is hard work: the schools are distant (Okehampton, Holsworthy and Cullompton); the delays at the start of the project have made fixing meetings and dates very difficult; changes of staff and insufficient funding have added to the challenges. However, the project team (Nicole and Sandhya, plus Cultural Champions) is making good progress and we are confident of having a positive impact in all three schools.

CPD for teachers:

Global Learning Programme: This government programme has now ended. We were a 'provider' of CPD for teachers, for which GLP-registered schools receive £500 of e-credits. We have found it very difficult to persuade schools to register for this programme – and then spend their e-credits when they have done so. We designed CPD courses to meet teachers' requests – but still could not get the buy-in. During 2016-17 we ran only 8 courses; April 2017-March 2018 we ran 11. Then in the final 2 months (April- end of May 2018) we ran another 10 sessions earning £3,850.

Philosophy for Children: Jane Habermehl offered an introduction to P4C as a CPD session. This was well-received by the three schools that booked it.

Persona Dolls: Jane Habermehl has worked with Persona Dolls for many years and offered this as a CPD session.

Global Teacher's Award: Jane is also our main person to deliver this GTA, through CPD.

GLP has now ended and there are plans to have a follow-on programme, perhaps starting in the autumn. We have no details as yet.

Community education, events and meetings:

'Celebrate Exeter Diver-City', funded by the Big Lottery, was a great success in 2017, led by Sandhya. We engaged with four different communities in Exeter (Polish, Italian, Muslim and Hindu) and invited everyone in Exeter to join in celebrating these cultures, with workshops, dance and feasts.

We are delighted that we have a further Big Lottery Awards for All grant to repeat this work with new community groups.

Fruit-full Communities, is a small but complicated project! The aim is to encourage young people, usually living in YMCA or Foyer residences, to enjoy the outdoors and get involved in planting an apple orchard, with the expectation that they or later residents will care for the trees.

Jane Weatherby is working on this for DDE, with the global dimensions of apples, trees and food. Over the winter, Jane worked with staff from Learning Through Landscapes, at the Plymouth YMCA. Later this year and over next winter, she will be working at Exeter and Plymouth Foyers.

Community events and meetings:

We have maintained our programme of regular events and activities this year, making good use of the Facebook page, emails and the website to advertise them. We also decided to ask Viv Calderbank to create a termly events leaflet for us and we have had a limited number of printed copies produced. Again, the aim is to raise the profile of DDE.

The World at Lunch continues to attract regular attenders, with about 15-20 coming to the World At Lunch Specials. During April 2017-March 2018, we held 11 specials, including one from Maya Richards about Ladakh.

The **Global Book Club** met 6 times in Exeter and 8 times in Plymouth attracting 6-12 people.

Devon Globe Trotters evenings are social events where Devon residents talk about visits to other part of the world. We held 7 in the year, including one by Natty Waldron about his three months in Northern Ghana. Natty's family and friends also attended, very keen to find out what he had been doing!

Gown Meets Town is an evening meeting where university staff and PhD students present their research to a community audience. We run one a term, so 3 this year, and the quality of the speakers has been excellent

Other work:

The Legacy of British Slave Ownership (LBS) Group has been active throughout the year. The major event was a half day workshop in July, with all the History Department teachers at South Dartmoor Community College. They subsequently used ideas from the group for a year 8 assignment.

Dawlish Community College asked Gill Allen to run a class session. Gill carried out some local research in Dawlish to share with the students. She found records of a man with the same surname as a member of the class, which caused great interest; also a mixed heritage woman who came to Dawlish with her mistress (or owner?) but subsequently became the owner herself of an enslaved person.

The group contacted all the libraries and museums in Devon. Tiverton Museum responded by hosting the LBS exhibition, carrying out their own local research and organising two evening meetings on the topic – which were very well supported. Lucy MacKeith from the LBS group was the speaker at one of these events.

Other activities:

We held stalls at the **Respect Festival** in June 2017, the **Exeter Green Fair** in September, the **Christmas Without Cruelty Fair** in December, and we contributed to community events around Devon during Fairtrade Fortnight.

Disappointments and Challenges:

Grant applications: we have again applied for many grants during the year, both large and small, with many rejections. However, this remains a key source of income for us – 23% of our income in 2017-18 – and we will continue to apply.

Trustee appointment and induction

We are always pleased to find potential new trustees, and we recruit by a mixture of advertising and word of mouth. Prospective trustees hold discussions with the Chair and Co-ordinator and are invited to attend a Board meeting as observers. Once agreement had been reached among the existing trustees, their appointment can be confirmed at the following Board meeting, in accordance with our Memorandum and Articles. A character reference is taken up for prospective trustees not already known to us. All new trustees are provided with a pack of information to familiarise them with the charity's work, its structure and its governance.

Summary of work done to promote the charity's purposes for the public benefit

As detailed above, Devon Development Education has undertaken a wide range of educational work in schools and in the wider community. We have worked across Devon, Plymouth and Torbay raising

awareness and understanding of lives in other parts of the world through both formal and informal education. Through our work children have learned about where food comes from, both for their own families and for village communities in Uganda; Exeter residents have mixed with parts of their community they had not encountered before; schools and community groups have met Fairtrade producers at first hand and the Cultural Champions have demonstrated and celebrated the diversity that exists within Devon. These and all the other activities of DDE encourage people to reflect on the connections between their own lives and those of others around the world. The trustees are proud of the range of activities that DDE has been able to undertake on a very limited budget, through the hard work of our co-ordinator, project staff and volunteers.

Conclusion.

Despite the challenges, this has been a busy and successful year for DDE and the Global Centre. Our work and impact has increased, with more paid staff (although on minimal hours), paid interns and core (unpaid) staff. We can sustain our work at this fairly low level of activity, but we have ambitions to do more and that is why we are undertaking major efforts to raise significant funds.

Responsibilities of the board of trustees in relation to the financial statements

The trustees (who are the directors of Devon Development Education for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the surplus or deficit of the charitable company for that period. In preparing these financial statements the trustees are required to

- Select suitable accounting policies and then apply them consistently,
- Observe the methods and principles in the charities SORP,
- Make judgements and accounting estimates that are reasonable and prudent,
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure the financial statements comply with the Companies act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the board of trustees on 9th July 2018 and signed on their behalf by



Ms S Kay
Chair



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Devon Development Education

On accounts for the year
ended

31 March 2018

Charity no
(if any)

1102233

Set out on pages

1

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 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 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.

Signed:

Date: 26/06/2018

Name:

Veronica Mathieson

Relevant professional
qualification(s) or body (if
any):

Exeter Community Accounting

Address:

c/o The Scrapstore, Gordon Road, Exeter EX1 2DH

Devon Development Education
Statement Of Financial Activities
Incorporating the Summary Income & Expenditure Account
and Statement of Recognised Gains and Losses
For The Year Ended 31st March 2018

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	<i>Total Funds</i>
		2018	2018	2018	2017
		£	£	£	£
Incoming Resources					
Grants Receivable	2.1	0	13,581	13,581	26,539
Donations	2.2	8,894	22,512	31,406	24,905
Miscellaneous	2.4	123	450	573	350
Sales & Services	2.3	3,505	11,203	14,708	13,382
Investment income - bank interest	2.4	13	0	13	60
Total Incoming Resources		12,535	47,746	60,281	65,236
Expenditure					
Costs of generating voluntary income		0	0	0	0
Fundraising trading: costs of goods sold & other costs		0	0	0	0
		0	0	0	0
Charitable activities					
Global Dimension for Schools	3.1	2,012	41,829	43,840	37,155
Informal Community Education	3.1	8,677	23,368	32,045	29,799
Governance Costs	3.2	781	333	1,113	846
Total expenditure		11,469	65,529	76,999	67,800
Net incoming resources/expenditure before transfers		1,066	-17,783	-16,718	-2,564
Transfers between funds	9.1	-9,250	9,250	0	0
Net movement in funds		-8,184	-8,533	-16,718	-2,564
Reconciliation of funds					
Total funds brought forward		21,683	36,185	57,868	60,432
Total funds carried forward		13,499	27,652	41,150	57,868

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derived from continuing activities.

The notes on pages 15 to 18 form part of these accounts

**Devon Development Education
Balance Sheet
For the year ended 31st March 2018**

	Notes	2018 £	2017 £
Current Assets			
Stock		1,047	1,659
Trade D	6	2,297	1,947
Cash At	7	37,978	62,006
		41,322	65,612
Creditors			
Liabilitie	8	-172	-7,744
Net Current Assets		41,150	57,868
Net Assets		41,150	57,868
The Funds Of The Charity			
Restricted Funds		27,651	36,185
General		13,499	21,683
Total Charity Funds		41,150	57,868

For the financial year ended 31 March 2018, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities

Approved by the board of trustees on 9th July 2018 and signed on their behalf by:



Ms S Kay
Chair

The notes on pages 15 to 18 form part of these accounts

**Devon Development Education
Notes to the Accounts
For the year ended 31st March 2018**

1 Statement of Accounting Policies

1.1 Basis of accounts preparation

These accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards, the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (the Charities SORP 2005), the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective April 2008).

1.2 Fund accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Restricted funds are subjected to restriction on their expenditure imposed by the donor or through the terms of an appeal.

1.3 Incoming resources

Incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of those resources can be measured with sufficient reliability. Income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Policies relating to particular areas of income are:

Voluntary income received by way of grants, gifts, donations and legacies is included in full statement of the financial activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

1.4 Resources expended

Expenditure is accounted for on an accruals basis. Overhead and other costs not directly attributable to particular functional activity categories are apportioned over the relevant categories on the basis of management estimates of the amount attributable to that activity in the year. Details of the basis of apportionment are given in the notes to the accounts.

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examination fees and costs of the strategic management of the charity.

1.6 Funds structure

The charity holds restricted funds to account for situations where a donor requires that a donation must be spent on a particular purpose or where funds have been raised for a specific purpose. Upon completion of a project the Trustees will, subject to any agreement with or limitations imposed by, the donors transfer any balance remaining from restricted to unrestricted funds. The Trustees have resolved that a minimum £5,000 reserve will be maintained in its unrestricted funds.

1.7 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limit to £1.

Devon Development Education
Notes to the Accounts
For the year ended 31st March 2018

2 Analysis Of Income

Voluntary Income

2.1 Grants Receivable

Global Dimensions For Schools
 Informal Community Education

Unrestricted Funds	Restricted Funds
2018	
£	£

Total Funds	Total Funds
2018	2017
£	£

0	13,631	13,631	12,739
0	-50	-50	13,800
£0	£13,581	£13,581	£26,539

2.2 Donations

Global Dimensions For Schools
 Informal Community Education

100	21,735	21,835	15,647
8,794	777	9,571	9,258
£8,894	£22,512	£31,406	£24,905

2.3 Sales & services

Global Dimensions For Schools
 Informal Community Education

3,152	-40	3,112	5,005
353	11,243	11,596	8,377
£3,505	£11,203	£14,708	£13,382

2.4 Summary Of Incoming Resources

	Global Dimensions For Schools	Informal Community Education	Sustainable Organisation	Total
Grants Receivable	13,631	-50	0	13,581
Donations & Gifts	21,835	9,571	0	31,406
Miscellaneous	0	0	573	573
Sales & services	3,112	11,596	0	14,708
Bank Interest	0	0	13	13
	£38,578	£21,117	£586	£60,281

3 Resources Expended for Charitable Activities

3.1 Charitable activities

Personnel
 Materials, resources & equipment
 Consultancy fees
 Establishment costs
 Office costs

	Global Dimensions For Schools	Informal Community Education	Sustainable Organisation	Total 2018	Total 2017
	£	£	£	£	£
Personnel	8,885	11,983	0	20,868	19,622
Materials, resources & equipment	612	0	0	612	0
Consultancy fees	11,922	8,576	0	20,498	19,484
Establishment costs	21,789	4,983	0	26,772	20,580
Office costs	632	6,503	0	7,136	7,268
	£43,840	£32,045	£0	£75,885	£66,954

Total 2018 **Total 2017**
 £ £

3.2 Governance

Meeting costs
 Accountancy etc

995	746
118	100
£1,113	£846

Expenditure on charitable activities includes both directly charged costs and an appropriate proportion of indirect costs. Indirect costs are allocated according to the level of activity on each project subject to the limitations that may be imposed by the individual

4 Transactions with Trustees & Connected Parties

During the year none of the Trustees nor any connected parties received remuneration directly or indirectly from the charity.

5 Staff costs & numbers

Total staff costs were as follows:

	2018	2017
	£	£
Salaries	4,474	5,970
Employer's national insurance	16	291
	£4,490	£6,261

No employee was paid over £60,000

Remuneration paid to Trustees during the year was £Nil (2017: £Nil)

The average number of staff (headcount) employed during each year were

	2018	2017
Project activities	0	0
Management & administration	1	1
	1	1

All staff are part-time

Devon Development Education
Notes to the Accounts
For the year ended 31st March 2018

6 Debtors & Prepayments

2018	2017
£	£
Debtors	1,837
Prepayments	460
Accrued Income	0
£2,297	£1,947

7 Cash at bank & in hand

2018	2017
£	£
Santander deposit account	2,801
Co-op current account	35,177
£37,978	£62,006

8 Creditors

2018	2017
£	£
Creditors	74
Accruals	0
Deferred revenue	98
£172	£7,744

9 Analysis of Charitable Funds

Summaries of movements on each fund and description of the purpose of each fund follows:

	Balance at start of period	Incoming resources	Resources expended	Transfers	Balance at end of period
	£	£	£	£	£
9.1 Restricted Funds					
Cultural Champions	920	5,065	5,355	3,565	4,195
Cultural Champions Co-ordinator	2,758	0	3,830	5,000	3,928
TOSFOR 2	247	60	200	0	107
Food for Thought	3,996	30,336	29,978	3,650	8,004
Intern Scheme	904	1,150	2,020	600	634
Fairtrade	6,219	4,454	4,565	-2,000	4,108
New Build Uganda	1,263	0	0	0	1,263
MDG Dragons Den	1,500	0	200	0	1,300
NQT Global	1,565	0	0	-1,565	0
Food, glorious food!	359	-100	0	0	259
Awards for All - Food Glorious Food	7,938	819	7,300	0	1,457
Exeter Diver-city	8,516	0	6,737	0	1,779
Building a Stronger Britain	0	4,211	4,150	0	61
Fruit-full Communities	0	1,750	1,194	0	556
	36,185	47,745	65,529	9,250	27,651

Devon Development Education
Notes to the Accounts
For the year ended 31st March 2018

Cultural Champions	A programme which trains members of Black and Minority Ethnic communities in Devon and prepares them to go into schools to talk about their culture, faith or country
Cultural Champions Co-ordinator	Promoting Cultural Champions to schools and other groups
TOSFOR 2	Telling Our Stories, Finding Our Roots: Exeter's Multi-Coloured History is a programme funded by the Heritage Lottery Fund. Starting in Sept 2012, this project worked with volunteer researching Exeter's Black and Minority Ethnic history and interviewing people who have moved to the city to hear their stories. The project outputs will include story-telling events, resources for schools, a website, film recordings and a guided tour
Food For Thought School Linking Programme	Linking schools in Uganda and UK around food – growing, preparing, cooking, eating and recycling. This is a curriculum programme as well as practical, with all schools in both countries having organic food growing gardens
Intern Scheme	Provision of a paid intern to work in the DDE office and develop a personal project
Fairtrade Devon & Schools	Promoting Fairtrade and the Fairtrade Schools Award to schools and communities in Devon, Plymouth and Torbay
New Build Uganda	An associated project of young professionals, benefitting link schools in Uganda
MDG Dragons Den	Working with schools on the UN Development Goals
NQT Global	A small grant from the Co-operative Community Fund to work on global learning and Fairtrade
Food, glorious food!	Awards for All grant working with 8 primary schools and their communities in Exeter
Awards for All - Food Glorious Food	Linking 4 Exeter primary schools and their local communities with food-related activities
Exeter Diver-city	A year-long celebration of Exeter's different heritages and communities funded by National Lottery
Building a Stronger Britain	A one-year project, funded by the Home Office, to help build more inclusive and contented schools communities in three rural Devon secondary schools
Fruit-full Communities	Joint project with International Tree Foundation and Learning Through Landscapes, working with young people (connected to a YMCA) to develop an orchard and consider the global connections of growing plants

9.2 Unrestricted Funds

	Balance at start of period £	Incoming resources £	Resources expended £	Transfers £	Balance at end of period £
Retained in the charity	21,683	12,535	11,469	(9,250)	13,499

Projects funded from unrestricted funds include:

'Take Mali', 'Hola Peru'	Resources developed by DDE for use in schools
Global Learning CPD	CPD training for teachers via Global Learning Programme or direct to schools.

10 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Current Assets	13,671	27,651	41,322
Current Liabilities	-172	0	-172
	13,499	27,651	41,150