

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 2018

Association of Northamptonshire Supplementary Schools Limited
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2018

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Association of Northamptonshire Supplementary Schools Limited

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 SEPTEMBER 2018

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Legal and Administrative Information

Registered Company Number: 7018694

Registered Charity Number: 1163027

Board of Directors: Alaa Abouzanad – Chair
Ilze Brilta – (resigned 16.04.18)
Wlodzimierz Tarasiewicz – Treasurer
Danielle Stone
Yullya Hyams – (appointed 11.03.19)
Mainjinder Kaur Atwal – (resigned 16.04.18)
Ecaterina Watkins – (resigned 17.10.18)
Ellen Wallace – (resigned 16.04.18)
Elbieta Smykla – Vice Chair (appointed 18.10.17)

Company Secretary: Manjinder Kaur Atwal – (resigned 16.04.18)
Chhotubhai Vasanji Mistry- (appointed 17.10.18)

Registered Office: Northampton International Academy 55
Barrack Road
Northampton
Northamptonshire
NN1 1AA

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 2018

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The Board of Trustees who are also Directors under Company Law have pleasure in presenting this report and unaudited financial statements of the Charity for the year ended 30th September 2018.

Structure, Governance and Management:

Governing Document:

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 5. 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

Performance and Achievements:

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

Training Events:

- Safeguarding Course delivered and funded by Connected Together. This was attended by 14 learners from 10 different schools.
- 1. We were able to offer 2 workshops that were funded and delivered by the University of Northampton on Class management and Lesson Planning. This was attended by 12 learners from 8 different supplementary schools.
- 2. We also organised and delivered 60 hours (30 hours taught and 30 hours self-study) Effective Teaching Course which was attended by 15 learners from 8 different schools. This course was funded by the Northamptonshire Community Foundation and delivered by the ANSS Development Officer.

Association of Northamptonshire Supplementary Schools Limited

DIRECTORS REPORT

FOR THE YEAR ENDED 30 SEPTEMBER 2018

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Services to schools:

We visited all schools in all of our centres in Wellingborough, Corby, Kettering and Northampton, that all our members were DBS checked, had Liability Insurance and all policies that are required within our Quality Assurance Framework.

Events:

On 17th November 2017, we organised our annual Awards Ceremony. We shared the following achievements with our member schools, mayors, councillors and other community dignitaries:

29 young people achieved the GCSE in the ethnic language.

4 students achieved the AS Level in their ethnic language

6 students achieved the A2 Level in their ethnic language.

We also celebrated the achievements of the younger students and each school nominated students for Best Attendance, Most Creative and Most Improved.

Teachers that attended the Effective Teaching Course the previous year also received their Certificates. Schools provided international food. The event was a great success.

On 17th March 2018 we celebrated the achievements of our schools with our annual Concert. Schools shared what they have learnt in dance, poetry, drama and song with the other members, mayors, councillors and other community dignitaries. 7 Northampton Supplementary Schools attended this event.

We also took part the annual International Day for Year 7 students at Magdalen College. Members of different communities speak about their home countries, bringing the world into a rural secondary school. 8 people from a variety of ethnic communities took part in the day.

Association of Northamptonshire Supplementary Schools Limited

DIRECTORS REPORT

FOR THE YEAR ENDED 30 SEPTEMBER 2018

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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.
- Brooke Weston Academy, Corby, 3 schools are based here on Saturday mornings. Schools are charged a community rate.
- 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
- Woodnewton Learning Community, 3 schools are based here on Saturday mornings.

Organisation Activities:

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.

Financial Review:

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:

- Award for All (Core Funding)
- Northampton Community Foundation (Effective Teaching Course)
- Borough Council Small Grant

Future Plans:

In the short term we need to secure funding for the organisation to survive. 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.

Association of Northamptonshire Supplementary Schools Limited

DIRECTORS REPORT

FOR THE YEAR ENDED 30 SEPTEMBER 2018

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ANSS continues to work with the new main stream school in the county who partially opened in September 2016 and who are interested in working with us. In August 2018 we moved our office into the Northampton International Academy. The office is

guaranteed to be free of charge until at least 2020 when the Academy Trust will review the situation.

To be sustainable, we have also considerably increased membership prices and have introduced an administration fee for schools that are based at Caroline Chisholm Academy. This will guarantee enough income to sustain a minimum of one part-time post and overheads. We have applied for further funding from Awards for All, National Lottery. We will continue to apply for funding not only for core costs but also for training of the staff of supplementary schools. We will also apply for funding for leadership training for our young people.

Public Benefit Statement:

The Trustees take into accounts the Charity Commissions require regarding public benefit when planning activities. For the public benefit, the advancement of education by supporting educational work of supplementary schools in Northamptonshire, in particularly but not exclusively by the provision of training, resources, administrative services, quality assurance, collaborative events and general support for teaching and learning.'

Reserve 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.

Risk Policy:

The directors/trustees do not believe the organisation is subject to any substantial risk beyond those disclosed in the Annual Report and Accounts. The organisation has employer and public liability insurance to protect it in the case of a claim.

DIRECTORS REPORT

FOR THE YEAR ENDED 30 SEPTEMBER 2018

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DIRECTORS' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

Company law requires the members of the Executive Committee to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the income and expenditure of the company for that period. In preparing those financial statements, the members of the Executive Committee are required to:

- select suitable accounting policies and then apply them consistently;
- make adjustments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue its activities.

The members of the Executive Committee are responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They have a general responsibility for taking such steps as are reasonably open to them to safe guard the assets of the company and to prevent and detect fraud and other irregularities

Approved by the directors at a management meeting held on 10th June 2019, and signed on their behalf by:



Danielle Stone

Director



Independent Examiner's Report to the Trustees of:
ASSOCIATION OF NORTHAMPTONSHIRE SUPPLEMENTARY SCHOOLS LIMITED

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Registered Charity Number: 1163027

I report on the accounts of the company for the year ended 30th September 2018, 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 of the Charities Act 2006 (the 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(1) of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Act, as amended; and
- 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 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 the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities.

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.

Brenda Peers-Ross FMAAT, ACIE
12th June 2019

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 30 SEPTEMBER 2018

	Notes	Unrestricted 2018 £	Restricted 2018 £	Total 2018 £	Unrestricted 2017 £	Restricted 2017 £	Total 2017 £
Income from:							
Donations and legacies		-	-	-	-	-	-
Charitable activities	1	26,611	12,990	39,601	35,187	4,560	39,747
Investments		-	-	-	-	-	-
Other		-	-	-	-	-	-
Total Income		26,611	12,990	39,601	35,187	4,560	39,747
Expenditure on:							
Raising Funds		-	-	-	-	-	-
Charitable activities	2	29,737	6,787	36,524	39,831	12,830	52,661
Other		-	-	-	-	-	-
Total Expenditure		29,737	6,787	36,524	39,831	12,830	52,661
Net Income/(Expenditure)		(3,126)	6,203	3,077	(4,644)	(8,270)	(12,914)
Transfer between funds		-	-	-	-	-	-
Net movement in funds		(3,126)	6,203	3,077	(4,644)	(8,270)	(12,914)
Reconciliation of Funds							
Total funds brought forward		23,166	1,000	24,166	27,810	9,270	37,080
Total funds carried forward		20,040	7,203	27,243	23,165	1,000	24,166

All income and expenditure derive from continuing activities.

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

**ASSOCIATION OF NORTHAMPTONSHIRE SUPPLEMENTARY
SCHOOLS LIMITED**

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BALANCE SHEET AS AT 30 SEPTEMBER 2018

Company Number

7018694

	Notes	Unrestricted £	Restricted £	Total 2018 £	Unrestricted £	Restricted £	Total 2017 £
Fixed Assets	4	-	-	-	-	-	-
Current Assets							
Debtors	5	3,594	-	3,594	2,469	-	2,469
Cash at bank and in hand		17,596	7,203	24,799	23,466	1,000	24,466
		21,190	7,203	28,393	25,935	1,000	26,935
Creditors							
Amounts falling due within one year							-
Sundry Creditors	6	(1,150)	-	(1,150)	(2,219)	-	(2,219)
Accruals		-	-	-	(550)	-	(550)
		(1,150)	-	(1,150)	(2,769)	-	(2,769)
Net Current Assets		20,040	7,203	27,243	23,166	1,000	24,166
NET ASSETS		20,040	7,203	27,243	23,166	1,000	24,166
FUNDS							
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
				2018			2017
Unrestricted funds/designated	7	20,040	-	20,040	23,166	-	23,166
Restricted	8	-	7,203	7,203	-	1,000	1,000
		20,040	7,203	27,243	23,166	1,000	24,166

For the year ending 30th September 2018, 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 10th June 2019, and signed on their behalf by:


Danielle Stone Director

The notes on pages 11 to 12 form part of these financial statements.

PRINCIPAL ACCOUNTING POLICIES

FOR THE YEAR ENDED 30 SEPTEMBER 2018

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

Note	Note	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
		£	£	2018	£	£	2017
				£			£
1	Charitable activities						
	Membership	949	-	949	-	-	-
	Workshops	-	-	-	1,005	-	1,005
	School rent	22,304	-	22,304	19,768	-	19,768
	Other Income	858	-	858	1,864	-	1,864
	Grants						
	NCC	-	-	-	1,300	-	1,300
	NBC	-	-	-	11,250	-	11,250
	Restricted NCF - NCC Wellbeing	-	2,990	2,990	-	-	-
	Restricted - Walk for a Cause	-	-	-	-	470	470
	Restricted - NCF - NBC Quality Assurance	-	-	-	-	2,990	2,990
	Restricted - NBC Awards Ceremony	-	-	-	-	1,100	1,100
	Restricted - BIG Lottery	-	10,000	10,000	-	-	-
	Designated - NBC Partnership Funding	2,500	-	2,500	-	-	-
		26,611	12,990	39,601	35,187	4,560	39,747

		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
		£	£	2018	£	£	2017
				£			£
2	Charitable activities						
	Employment Costs	9,639	3,818	13,457	10,652	10,013	20,665
	Venue Hire - Rent	17,296	-	17,296	1,200	-	1,200
	Schools	-	-	-	21,549	10	21,559
	Office Costs	30	52	82	1,013	35	1,048
	Insurance	411	-	411	370	-	370
	Events	(211)	984	773	2,143	150	2,293
	DBS Checks	745	-	745	1,271	-	1,271
	Training	48	1,873	1,921	909	2,622	3,531
	Other Expenditure	722	60	782	-	-	-
	Bad Debts written off	-	-	-	35	-	35
	Governance costs						
	Independent Examination, accounting	1,057	-	1,057	689	-	689
		29,737	6,787	36,524	39,831	12,830	52,661

	Unrestricted	Restricted	2018	Unrestricted	Restricted	2017
	£	£	£	£	£	£
3	Employment Costs					
	Gross salaries	9,315	3,775	13,090	10,058	20,071
	Employer National Insurance	(4)	-	(4)	-	-
	Travel	253	43	296	474	474
	Training	75	-	75	120	120
		9,639	3,818	13,457	10,652	20,665

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

The number of employees by head count during the year was: 1.5 (2017:2)

During the year, no trustees received any remuneration £nil (2017: £nil)

Total expenditure reimbursed to trustees amounted to £nil (2017: £nil)

NOTES TO THE ACCOUNTS

				Unrestricted
				Total
				Total
				2018
				2017
				£
				£
4	Fixed Assets			
	There are no Fixed Assets			
5	Debtors			
	Trade, Other	3,004	-	3,004
	Prepayments	590	-	590
		3,594	-	3,594

6	Creditors - Amounts falling due within one year			
	Sundry creditors	(150)	-	(150)
	Accruals	(1,000)	-	(1,000)
	Deferred Income	-	-	(1,919)
		(1,150)	-	(1,150)

7	Unrestricted/designated Reserves				
		Restated			
		Opening	Movement	Movement	Transfer
		Balance	In	Out	between
		01.10.17			funds
		£	£	£	£
	Unrestricted	18,359	24,111	(22,430)	-
	Designated: NCC Empowerment Fund	550	-	(550)	-
	Designated: NBC Partnership Funding	4,257	2,500	(6,757)	-
		23,166	26,611	(29,737)	-

8	Restricted Funds				
		Opening	Movement	Movement	Transfer
		Balance	In	Out	between
		01.10.17			funds
		£	£	£	£
	Grant - NBC - Awards Ceremony	1,000	-	(1,000)	-
	Grant - NCF - NCC Wellbeing	-	2,990	(2,990)	-
	Grant - BIG Lottery	-	10,000	(2,797)	-
		1,000	12,990	(6,787)	-

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.

BIG Lottery - provides funds for 2 part-time employees plus overheads to enable visits to schools.

- 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.