

Company registration number: 04728521
Charity registration number: 1107631

C P Learning Trust

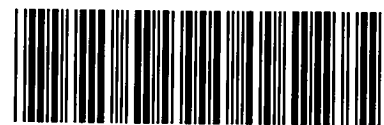
(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 July 2014

PAUL A HILL & CO
Chartered Accountants
Suite L22
South Fens Business Centre
Fenton Way
Chatteris
Cambs
PE16 6TT

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C P Learning Trust

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 4
Independent examiner's report	5
Statement of financial activities	6
Balance Sheet	7
Notes to the financial statements	8 to 16

C P Learning Trust
Reference and Administrative Details

Charity name	C P Learning Trust
Charity registration number	1107631
Company registration number	04728521
Principal office	L2 South Fens Business Centre Fenton Way Chatteris Cambridgeshire PE16 6TT
Registered office	L2 South Fens Business Centre Fenton Way Chatteris Cambridgeshire PE16 6TT
Trustees	Mrs K Beckwith Mrs K Bennett Mr A Church Mrs S Luke Mr A Rees
Secretary	Mr R Brown
Bankers	Lloyds TSB bank Plc Minster Place Ely CB7 4EN
Accountant	PAUL A HILL & CO Suite L22 South Fens Business Centre Fenton Way Chatteris Cams PE16 6TT

C P Learning Trust

Trustees' Report

Structure, Governance and Management

The Learning Partnerships of Cambridgeshire and Peterborough set up the charity on The 9th April 2003, to provide a 'contracting' facility for the two partnerships. The two Learning Partnerships subsequently merged in April 2005.

Partners and key stakeholders, who are members of the Trust, elect the Trustees to the Board of Management of the Trust. The Trust's Articles of Association set out the procedure for this election process and a procedure covers their induction. The Board is responsible for corporate governance, setting the business strategy and overseeing the development and implementation of policies and procedures. The day to day running of the Trust is the responsibility of the Chief Executive Officer.

Through a procedure for risk management the Trustees regularly monitor and review potential risks at Board meetings, and where, appropriate, take mitigating action. A procedure for the management of finances is dealt with similarly.

Objectivities and Activities

Objectives

The objects of the Charity are to promote and develop the provision of life long learning for the general public, especially in Cambridgeshire including Peterborough, and discharged through the following vision, mission and key goals for the coming five years, along with their associated strategic themes.

Vision

CP Learning Trust's five year vision is for everybody to have the opportunity to improve their life through learning. The vision is supported by our following mission:

"To provide creative and inspiring learning opportunities, enabling individuals and communities to fulfil their potential."

Key goals

- To maintain our community-led approach, creating new opportunities to encourage participation in learning, activate community volunteering and supporting individuals to develop their own life chances;
- To maintain our range of accessible and diverse community-based learning opportunities, in a high quality and safe environment, and;
- To actively seek innovative ways to develop, widen and improve our services and partnership working.

Strategic themes

- Innovation and development
- Communication
- Management and quality
- Finance

C P Learning Trust

Trustees' Report

Activities

The Charity continues to conducted extensive consultation within the areas where it works, and consequently, understands the needs of those individuals most disadvantaged and the communities where they live. Working in collaboration with these communities, local volunteers and key partners, the Trust provides a diverse range of 'first-step' learning opportunities for individuals and families, and follow this with various progression opportunities as confidence is developed.

The Trust has built its reputation and integrity through a partnership working approach. This maximises the opportunities for the Trust's learners and ensures their needs are put first and they follow the best possible journey of learning.

Achievements and Performance

The year to July 2014, as usual, was exciting and very successful. The Charity continued to see relief from the many challenges of the austerity measures impacting on previous years.

Three smallish projects funded through Local Authority's Adult Learning Services and Children's Services enabled the Trust to maintain focus on core objects and enabling support for our key target groups to be continued – see below.

April 2014 saw the completion of the first full year of the Trust's 'Learning for Wellbeing' project, funded from the National Lottery through the Big Lottery Fund. This Reaching Communities funded project will run for a further two years, through to April 2016. The project targets disadvantaged individuals and families in the most deprived communities across Cambridgeshire and Peterborough and will use learning as the vehicle to get these folk more involved in their communities. The overall objective is to improve their life chances both socially and economically, and thereby, impacting on their wellbeing, that of their families and the communities where they live.

Additionally, the Trust continues to work closely with existing formal strategic and community learning and skills partnerships. This ensures a contribution is made to local policy and strategy development. This year has seen the Trust's CEO involved in high level strategic groups in both Cambridgeshire and Peterborough.

Services successfully delivered to July 2014 include:

Big Lottery Funding – Learning for Wellbeing – this project started on April 2013 and launched at two high profile events. Activities in year 1 and up to 31st July 2014 have extremely varied and very successful. They have covered a broad spectrum of learning topics and activities and establish many community based support groups. Key has been the peer to peer encouragement and support among participants, and in particular, the setting-up of 'share and learn' events where learners have shared their particular skills with other within their group. A great example being where one group learnt how to knit from their colleague and then knitted and delivered blankets to the Baby Care Unit of Peterborough City Hospital.

Peterborough Community Learning Trust – Two initiatives were funded through this fund, as follows:

- Community Learning Exchange; this initiative built on the Trust's successful Learning Communities model. It met a demand from funders to widen participation in learning from those deemed hardest to reach. The Trust has used its well proven 'learning by stealth' methodology to engage and motivate target groups of non-learners. The project exceeded its set targets.

C P Learning Trust

Trustees' Report

Peterborough Learners' Voice; this initiative sort to understand the views of identified target groups of non-learners, across a range of core topics and in Peterborough's deprived communities. It was planned to speak with around 200 individuals and ask them to comment of the types of learning that they felt was a priority for those identified as most disadvantaged in their particular community. Topics included; parenting; basic and life skills; employability skills; health & wellbeing; IT skills; money management; environment & culture, and; creativity. Questionnaires were completed, facilitated by a range of partner organisations, and a professional evaluator has been engaged to analysis the findings and prepare a report. The report will be used to inform development of provision and to support subsequent funding applications.

Cambridgeshire County Council – Children's Services; this fund was used to support a continuation of the Waterlees Literacy project. The Trust provided the coordination for this project which brought together a wide range of partners. The primary aim was to support parents and families in this disadvantaged ward of Wisbech in Fenland with their reading skills, and particular, to assist parents with reading with their children. The project was a great success and exceeded all set targets.

Job Centre Training Delivery – this project ran in partnership with the Rosmini Centre. The aim was to provide woodwork skills, conversational English and job search skills to a range of learners, mainly migrant workers from Eastern Europe.

Financial Review

The principal funding sources for the year were from:

- The National Lottery through the Big Lottery Reaching Communities Fund
- The two Local Authorities, Cambridgeshire County Council and Peterborough City Council.
- This money originated from the Skills Funding Agency and Adult and Community Learning budgets.

Plans for Future Periods

As indicated above, the Trust is seeing some relief from challenges presented by the austere measures of past years. Therefore, the Trust continues to think about and plan for growth. The Strategic Plan for 2014 is now well establish and activities commenced to address the strategic themes set out below:

- CP Learning Trust will continue to develop and deliver innovative models of learning to meet the identified needs of our target individuals and communities;
- CP Learning Trust will build and maintain an effective and positive high profile;
- CP Learning Trust will strive to continuously improve in all aspects of its operations, and;
- CP Learning Trust will grow and maintain a strong financial base.

Evidence links those disadvantaged by their educational and employment status with many traits of poverty, and including low levels of health and wellbeing. However, evidence also exists demonstrating the strong links between participation in learning and improved health and social-economic wellbeing. It is based on this evidence that the Charity plans for the future.

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Independent Examiner's Report to the Trustees of C P Learning Trust

I report on the accounts of the company for the year ended 31 July 2014, which are set out on pages 6 to 16.

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 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; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 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 my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


PAUL A HILL & CO
Chartered Accountants
Date: 12/12/14

Suite L22
South Fens Business Centre
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PE16 6TT

C P Learning Trust
Statement of Financial Activities (including Income and Expenditure Account)
for the Year Ended 31 July 2014

		Unrestricted Funds	Restricted Funds	Total Funds 2014	Total Funds 2013
	Note	£	£	£	£
Incoming resources					
Incoming resources from generated funds					
Voluntary income	2	766	122,886	123,652	123,310
Activities for generating funds	3	-	-	-	615
Incoming resources from charitable activities	4	-	-	-	1,192
Total incoming resources		<u>766</u>	<u>122,886</u>	<u>123,652</u>	<u>125,117</u>
Resources expended					
Charitable activities	5	11,928	137,923	149,851	126,472
Governance costs	5	659	1,856	2,515	2,275
Total resources expended		<u>12,587</u>	<u>139,779</u>	<u>152,366</u>	<u>128,747</u>
Net movements in funds		(11,821)	(16,893)	(28,714)	(3,630)
Reconciliation of funds					
Total funds brought forward		<u>82,771</u>	<u>36,524</u>	<u>119,295</u>	<u>122,635</u>
Total funds carried forward		<u>70,950</u>	<u>19,631</u>	<u>90,581</u>	<u>119,005</u>

The notes on pages 8 to 16 form an integral part of these financial statements.

C P Learning Trust (Registration number: 04728521)

Balance Sheet as at 31 July 2014

		2014		2013	
	Note	£	£	£	£
Fixed assets					
Tangible assets	10		3,105		4,718
Current assets					
Debtors	11	10,589		1,981	
Cash at bank and in hand		84,342		123,047	
		<u>94,931</u>		<u>125,028</u>	
Creditors: Amounts falling due within one year	12	<u>(7,455)</u>		<u>(10,741)</u>	
Net current assets			<u>87,476</u>		<u>114,287</u>
Net assets			<u>90,581</u>		<u>119,005</u>
The funds of the charity:					
Restricted funds in surplus			24,920		43,825
Restricted funds in deficit					
Gruntdivig project			(5,289)		(5,289)
Calf 12/13 - yaxley & farcet learners voice			-		(2,013)
Total restricted funds			<u>19,631</u>		<u>36,523</u>
Unrestricted funds					
Unrestricted income funds			<u>70,950</u>		<u>82,482</u>
Total charity funds			<u>90,581</u>		<u>119,005</u>

The notes on pages 9 to 17 form an integral part of these financial statements.

C P Learning Trust (Registration number: 04728521)

Balance Sheet as at 31 July 2014

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For the financial year ended 31 July 2014, 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 (effective April 2008).

Approved by the Board on 12/12/14 and signed on its behalf by:



Mrs K Beckwith
Trustee

The notes on pages 9 to 17 form an integral part of these financial statements.

C P Learning Trust

Notes to the Financial Statements for the Year Ended 31 July 2014

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities (SORP 2005)', issued in March 2005, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes.

Further details of each fund are disclosed in note 16.

Incoming resources

Grants that provide core funding or are of a general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract or where entitlement to grant funding is subject to specific performance conditions. Grant income included in this category provides funding to support programme activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Fixed assets

Individual fixed assets costing £0 or more are initially recorded at cost.

C P Learning Trust

Notes to the Financial Statements for the Year Ended 31 July 2014

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Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Office equipment	33.33% straight line basis
Fixtures and fittings	25% straight line basis
Computer equipment	33.33% straight line basis

Foreign currencies

Transactions in foreign currencies are translated into sterling at the exchange rate ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the closing rates at the balance sheet date and the exchange differences are included in the statement of financial activities.

Pensions

The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

2 Voluntary income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Grants				
Other funding	766	122,886	123,652	123,310

3 Activities for generating funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Operating activity 1				
Fees and supplies	-	-	-	615

C P Learning Trust
Notes to the Financial Statements for the Year Ended 31 July 2014

..... continued

4 Incoming resources from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Charitable activity 1				
(Profit)/loss on foreign currency	-	-	-	1,192

5 Total resources expended

	Charitable activity 1 £	Governance £	Total £
Direct costs			
Employment costs	75,905	-	75,905
Other direct costs	73,946	-	73,946
Accountancy fees	-	246	246
Auditors' remuneration	-	2,222	2,222
Bank charges	-	15	15
Other finance charges	-	32	32
	<u>149,851</u>	<u>2,515</u>	<u>152,366</u>

6 Trustees' remuneration and expenses

No trustees received any remuneration during the year.

7 Net expenditure

Net expenditure is stated after charging/(crediting):

	2014 £	2013 £
Foreign currency losses/(gains)	<u>1,748</u>	<u>(1,192)</u>

C P Learning Trust
Notes to the Financial Statements for the Year Ended 31 July 2014

..... *continued*

8 Employees' remuneration

The average number of persons employed by the charity (including trustees) during the year, analysed by category, was as follows:

	2014 No.	2013 No.
Project Team	2	5
Support	2	2
Management and administration	1	1
	<u>5</u>	<u>8</u>

The aggregate payroll costs of these persons were as follows:

	2014 £	2013 £
Wages and salaries	67,341	59,793
Social security	4,191	6,011
Other pension costs	4,373	4,220
	<u>75,905</u>	<u>70,024</u>

9 Taxation

The company is a registered charity and is, therefore, exempt from taxation.

C P Learning Trust
Notes to the Financial Statements for the Year Ended 31 July 2014

..... continued

10 Tangible fixed assets

	Fixtures, fittings and equipment £
Cost	
As at 1 August 2013	27,108
Additions	235
As at 31 July 2014	<u>27,343</u>
Depreciation	
As at 1 August 2013	22,390
Charge for the year	1,848
As at 31 July 2014	<u>24,238</u>
Net book value	
As at 31 July 2014	<u>3,105</u>
As at 31 July 2013	<u>4,718</u>

11 Debtors

	2014 £	2013 £
Trade debtors	9,188	529
Prepayments and accrued income	1,401	1,452
	<u>10,589</u>	<u>1,981</u>

12 Creditors: Amounts falling due within one year

	2014 £	2013 £
Trade creditors	4,233	7,804
Taxation and social security	1,162	927
Accruals and deferred income	2,060	2,010
	<u>7,455</u>	<u>10,741</u>

C P Learning Trust
Notes to the Financial Statements for the Year Ended 31 July 2014

..... *continued*

13 Members' liability

CP Learning Trust is a company limited by guarantee, the liability of each member is restricted to £

14 Pension scheme

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the charity to the scheme and amounted to £4,373 (2013 - £4,220).

There were no outstanding or prepaid contributions at either the beginning or end of the financial year.

C P Learning Trust
Notes to the Financial Statements for the Year Ended 31 July 2014

..... continued

15 Related parties

Controlling entity

The charity is controlled by the trustees who are all directors of the company.

16 Analysis of funds

	At 1 August 2013	Incoming resources	Resources expended	At 31 July 2014
	£	£	£	£
Designated Funds				
AWL 2012	(217)	217	-	-
Development Fund SfL	3,849	(3,849)	-	-
Development Fund Event Stewarding	4,150	(4,150)	-	-
	<u>7,782</u>	<u>(7,782)</u>	<u>-</u>	<u>-</u>
General Funds				
Unrestricted income fund	<u>74,989</u>	<u>8,548</u>	<u>(12,587)</u>	<u>70,950</u>
Restricted Funds				
Grundtvig Project	(5,289)	-	-	(5,289)
NLDC 2010/2011	1	-	(1)	-
NLDC 12/13 - Pink Sheds	1	-	(1)	-
Waterlees Literacy Project 12/13	-	-	240	240
CALF 12/13 - Yaxley & Farcet				
Learners Voice	(2,014)	2,013	1	-
CALF 12/13 - Whittlesey Learners				
Voice	(1)	-	1	-
Waterlees Literacy 13/14	22,120	-	(22,120)	-
BIG Lottery	21,566	50,588	(72,154)	-
Adult Learners Week 2013	140	-	(101)	39
JC Training Delivery	-	1,200	(1,200)	-
CLT P'boro - Learning Exchange	-	15,328	(15,328)	-
BIG Lottery - 2014 - 2015	-	51,757	(28,770)	22,987
CLT - Learners Survey	-	2,000	(346)	1,654
	<u>36,524</u>	<u>122,886</u>	<u>(139,779)</u>	<u>19,631</u>
	<u>119,295</u>	<u>123,652</u>	<u>(152,366)</u>	<u>90,581</u>

C P Learning Trust

Notes to the Financial Statements for the Year Ended 31 July 2014

..... *continued*

Gruntdivig Project

European partnership project, working with European providers, devolving projects and cross Europe partnerships.

Waterlees Literacy Project 2012/13

Development of "Learning Communities" for the learning adults in Cambridgeshire.

CALF 2012/13 Yaxley & Farcet Learners Voice

Development of "Learning Communities" for the learning adults in Cambridgeshire: Yaxley and Farcet.

Waterlees Literacy Project 2013/14

Development of "Learning Communities" for the learning adults in Cambridgeshire.

BIG Lottery 2013/14

Development of "Learning Communities" for the learning adults in Cambridgeshire and Peterborough.

Adult Learners Week 2013

NIACE funded project to host adult learners week celebrations.

Jobcentre Plus Training Delivery

Eastern European partnership project, providing and developing skills for migrant workers.

CLT Peterborough Learning Exchange 2013/14

Development and widening of "Learning Communities" for the learning adults in Cambridgeshire deemed hardest to reach.

BIG Lottery 2014/15

Development of "Learning Communities" for the learning adults in Cambridgeshire and Peterborough.

CLT Learners Survey 2013/14

Development of "Learning Communities" for non -learners in Peterborough's deprived communities.

C P Learning Trust
Notes to the Financial Statements for the Year Ended 31 July 2014

..... continued

17 Net assets by fund

	Unrestricted Funds	Total Funds 2014	Total Funds 2013
	£	£	£
Tangible assets	3,105	3,105	4,718
Current assets	94,931	94,931	125,028
Creditors: Amounts falling due within one year	(7,455)	(7,455)	(10,741)
Net assets	<u>90,581</u>	<u>90,581</u>	<u>119,005</u>