

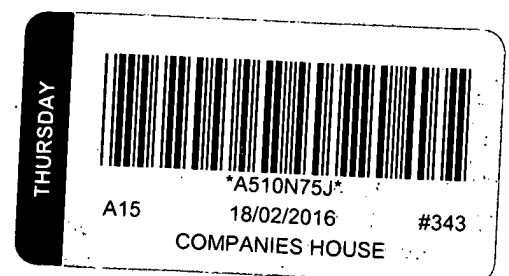
Company registration number: 04728521
Charity registration number: 1107631

C P Learning Trust

(A company limited by guarantee)

Annual Report and Financial Statements
for the Year Ended 31 July 2015

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



C P Learning Trust

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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	Mrs G Cooper
Bankers	Lloyds TSB bank Plc Minster Place Ely CB7 4EN
Accountant	PAUL A HILL & CO Suite L22 South Fens Business Centre Fenton Way Chatteris Cambs 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

The five year vision of CP Learning Trust is for everyone 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 has continued to conduct 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 enabling them to follow the best possible journey of learning.

Achievements and Performance

July 2015 marked the end of another exciting and very successful year for the Charity with continued relief from the many challenges of the austerity measures impacting on previous years.

Four smallish projects funded through Local Authority's Learning Services enabled a focus to be maintained on the Trust's core objectives and to continue supporting our key target groups – see below.

April 2015 saw the successful completion of the second year of the Trust's 'Learning for Wellbeing' project. Funded through the Big Lottery – Reaching Communities Fund, this project will run until April 2016. The project targets disadvantaged individuals and families in the most deprived communities across Cambridgeshire and Peterborough and uses learning as the vehicle to get people more involved in their communities. The overall objective is to improve their life chances both socially and economically and, thereby, impact 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 to ensure a contribution is made to local policy and strategy development. The Trust's CEO is involved in high level strategic groups in both Cambridgeshire and Peterborough.

Services successfully delivered to July 2015 include:

Big Lottery: 'Learning for Wellbeing'

This three year project began in April 2013 and provides second chance learning experiences to disadvantaged adults. Locally delivered, fun and enjoyable activities as diverse as wood sculpting, rug making, digital photography and cake decorating, have raised self-esteem and aspirations, improved confidence and provided learners with a vehicle to share their ever growing skills and achievements. This peer to peer encouragement and support has been key to the success of the project. All set targets were met, most were exceeded.

Neighbourhood Learning in Deprived Communities: 'My Music, My Memories'

Delivered in some of the most deprived wards in Peterborough, this project used the power of songs and music to evoke memories from the past. Much evidence exists linking music with areas of the brain responsible for motor actions, emotions and creativity. As well as producing their very own 'desert island disc' learners engaged in a variety of activities including scrapbooking, journaling and local history. All set targets were exceeded.

C P Learning Trust

Trustees' Report

Community Learning Trust: 'Engaging Individuals, Building Communities'

Delivered in partnership with Barnardo's and supporting their Parents United groups in Peterborough, this project was built upon the success of our 'Community Learning Exchange' project delivered in 2014. The aim was to widen participation in learning from those deemed hardest to reach. Using our well proven 'learning by stealth' methodology, learners participated in various workshops from craft based willow weaving, decoupage and floristry to Food Hygiene and First Aid, accredited at Level 2. All set targets were exceeded.

European Social Fund, Community Grants: 'Step-Up'

This project, delivered by the Trust, was designed to support the needs of Barnardo's Parents United group, Peterborough. By increasing confidence and skills, this project was aimed at preparing people for work. Ongoing, one-to-one interventions, supported the topics covered. These included CV preparation and production, volunteering including a presentation by Peterborough Council for Voluntary Service, Interview Skills and, with support from John Lewis staff, practice interviews. All set targets were exceeded.

Community Adult Learning Fund: 'Pink Sheds (Sisters DIYing it for Themselves)'

This project, delivered in Wisbech and following the successful project delivered in Peterborough in 2013, is built upon the innovative 'Men's Shed' concept. This gender specific project enabled those, perhaps lacking in confidence, to work and learn with like-minded individuals until they were comfortable enough to progress to more diverse programmes. Workshops included various home improvement and more traditional DIY topics. All set targets were exceeded.

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.
- European Social Fund through Community Grants.

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 five year Strategic Plan devised in 2014 is now well established 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.

C P Learning Trust
Trustees' Report

Small company provisions

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

KJ Beckwith

KJ BECKWITH

11th Feb 2016

Trustee - Chair

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 2015, which are set out on pages 7 to 17.

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: 11/2/2016

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C P Learning Trust

Statement of Financial Activities (including Income and Expenditure Account) for the Year Ended 31 July 2015

		Unrestricted Funds	Restricted Funds	Total Funds 2015	Total Funds 2014
	Note	£	£	£	£
Incoming resources					
Incoming resources from generated funds					
Voluntary income	2	-	174,481	174,481	123,652
Incoming resources from charitable activities		-	-	-	-
Total incoming resources		<u>-</u>	<u>174,481</u>	<u>174,481</u>	<u>123,652</u>
Resources expended					
Charitable activities	3	15,750	158,642	174,392	149,851
Governance costs	3	1,016	1,629	2,645	2,515
Total resources expended		<u>16,766</u>	<u>160,271</u>	<u>177,037</u>	<u>152,366</u>
Net movements in funds		(16,766)	14,210	(2,556)	(28,714)
Reconciliation of funds					
Total funds brought forward		70,950	19,631	90,581	119,295
Total funds carried forward		<u>54,184</u>	<u>33,841</u>	<u>88,025</u>	<u>90,581</u>

The notes on pages 10 to 17 form an integral part of these financial statements.

C P Learning Trust (Registration number: 04728521)

Balance Sheet as at 31 July 2015

		2015		2014	
	Note	£	£	£	£
Fixed assets					
Tangible assets	8		1,272		3,105
Current assets					
Debtors	9	11,434		10,589	
Cash at bank and in hand		83,057		84,342	
		<u>94,491</u>		<u>94,931</u>	
Creditors: Amounts falling due within one year	10	<u>(7,738)</u>		<u>(7,455)</u>	
Net current assets			<u>86,753</u>		<u>87,476</u>
Net assets			<u>88,025</u>		<u>90,581</u>
The funds of the charity:					
Restricted funds in surplus			35,366		24,920
Restricted funds in deficit					
Gruntdivig project			-		(5,289)
Big lottery - 2014 - 2015			<u>(1,525)</u>		<u>-</u>
Total restricted funds			<u>33,841</u>		<u>19,631</u>
Unrestricted funds					
Unrestricted income funds			<u>54,184</u>		<u>70,950</u>
Total charity funds			<u>88,025</u>		<u>90,581</u>

The notes on pages 10 to 17 form an integral part of these financial statements.

C P Learning Trust (Registration number: 04728521)

Balance Sheet as at 31 July 2015

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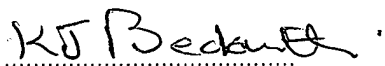
For the financial year ended 31 July 2015, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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 11/2/2016 and signed on its behalf by:



Mrs K Beckwith
Trustee

The notes on pages 10 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 2015

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 15.

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 £100 or more are initially recorded at cost.

C P Learning Trust

Notes to the Financial Statements for the Year Ended 31 July 2015

..... continued

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 benefit pension scheme. The scheme is a multi-employer pension scheme where it is not possible to separately identify the assets and liabilities of participating employers on a consistent and reasonable basis as assets are co-mingled for investment purposes and benefits are paid from total scheme assets. Therefore, employer contributions payable to the scheme are accounted for as a charge in the revenue account for the period under review.

2 Voluntary income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2015 £	Total Funds 2014 £
Grants				
Other funding	-	174,481	174,481	123,652

3 Total resources expended

	Charitable activity 1 £	Governance £	Total £
Direct costs			
Employment costs	100,274	-	100,274
Other direct costs	74,118	-	74,118
Accountancy fees	-	253	253
Auditors' remuneration	-	2,392	2,392
	<u>174,392</u>	<u>2,645</u>	<u>177,037</u>

C P Learning Trust
Notes to the Financial Statements for the Year Ended 31 July 2015

..... *continued*

4 Trustees' remuneration and expenses

No trustees received any remuneration during the year.

5 Net expenditure

Net expenditure is stated after charging:

	2015 £	2014 £
Foreign currency (gains)/losses	-	1,748
	<u> </u>	<u> </u>

6 Employees' remuneration

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

	2015 No.	2014 No.
Project Team	2	2
Support	2	2
Management and administration	1	1
	<u> </u>	<u> </u>
	5	5

The aggregate payroll costs of these persons were as follows:

	2015 £	2014 £
Wages and salaries	89,655	67,341
Social security	6,135	4,191
Other pension costs	4,484	4,373
	<u> </u>	<u> </u>
	100,274	75,905

7 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 2015

..... continued

8 Tangible fixed assets

	Fixtures, fittings and equipment £
Cost	
As at 1 August 2014 and 31 July 2015	<u>27,343</u>
Depreciation	
As at 1 August 2014	24,238
Charge for the year	<u>1,833</u>
As at 31 July 2015	<u>26,071</u>
Net book value	
As at 31 July 2015	<u>1,272</u>
As at 31 July 2014	<u>3,105</u>

9 Debtors

	2015 £	2014 £
Trade debtors	10,034	9,188
Prepayments and accrued income	<u>1,400</u>	<u>1,401</u>
	<u>11,434</u>	<u>10,589</u>

10 Creditors: Amounts falling due within one year

	2015 £	2014 £
Trade creditors	3,140	4,233
Taxation and social security	2,318	1,162
Accruals and deferred income	<u>2,280</u>	<u>2,060</u>
	<u>7,738</u>	<u>7,455</u>

11 Members' liability

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

C P Learning Trust
Notes to the Financial Statements for the Year Ended 31 July 2015

..... *continued*

12 Contingent liabilities

C P Learning Trust has been notified by The Pensions Trust of the estimated employer debt on withdrawal from the Plan based on the financial position of the Plan as at 30 September 2014. As of this date the estimated employer debt for C P Learning Trust was £34,572.

13 Pension scheme

Most recent actuarial valuation

The most recently completed triennial actuarial valuation was performed by an independent actuary for the trustees of the scheme and was carried out on 30 September 2014. See note 12.

C P Learning Trust
Notes to the Financial Statements for the Year Ended 31 July 2015

..... continued

14 Related parties

Controlling entity

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

15 Analysis of funds

	At 1 August 2014	Incoming resources	Resources expended	At 31 July 2015
	£	£	£	£
General Funds				
Unrestricted income fund	70,950	-	(16,766)	54,184
Restricted Funds				
Grundtvig Project	(5,289)	-	5,289	-
Waterlees Literacy Project 12/13	240	-	-	240
Adult Learners Week 2013	39	-	-	39
BIG Lottery - 2014 - 2015	22,987	50,308	(74,820)	(1,525)
CLT - Learners Survey	1,654	2,000	(3,654)	-
CCC - Pink Sheds Wisbech	-	6,188	(6,188)	-
CLT - My Music My Memories	-	29,046	(29,046)	-
CLT - Barnados	-	19,224	(19,224)	-
TCHC - Step Up	-	14,905	(14,905)	-
BIG Lottery 2015-16	-	52,810	(17,723)	35,087
	19,631	174,481	(160,271)	33,841
	90,581	174,481	(177,037)	88,025

C P Learning Trust

Notes to the Financial Statements for the Year Ended 31 July 2015

..... continued

Gruntdivig Project

European partnership project, working with European providers, developing 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, Reaching Communities 2014/15

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

CLT Learners Survey 2013/14

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

CALF: Pink Sheds (Sisters DIYing it for Themselves)

Development of learning adults in Wisbech and surrounding villages.

NLDC 2014/15: My Music. My Memories

Development of learning adults in Peterborough.

CLT 2014/15: Engaging Individuals, Building Communities (in partnership with Barnado's)

Development of learning adults in Peterborough.

ESF, Community Grants: Step Up

Development of learning adults in Peterborough.

C P Learning Trust
Notes to the Financial Statements for the Year Ended 31 July 2015

..... continued

16 Net assets by fund

	Unrestricted Funds	Total Funds 2015	Total Funds 2014
	£	£	£
Tangible assets	1,272	1,272	3,105
Current assets	94,491	94,491	94,931
Creditors: Amounts falling due within one year	(7,738)	(7,738)	(7,455)
Net assets	<u>88,025</u>	<u>88,025</u>	<u>90,581</u>