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The Aireborough Learning Partnership – a Co-operative Trust

Trustees’ report and financial statements for the year ended 31 March 2024

**A Company limited by guarantee**

**Company number: 8819550**

Contents

[Legal and administrative information 3](#_Toc517715595)

[Report of the Trustees (incorporating the Directors’ report) for the year ended on 31 March 2020 4](#_Toc517715596)

[Structure, governance and management 4](#_Toc517715597)

[Company and charity status 4](#_Toc517715598)

[Purpose of the Trust 4](#_Toc517715599)

[Recruitment and appointment of Trustees 4](#_Toc517715600)

[Members 5](#_Toc517715601)

[Governance 5](#_Toc517715602)

[Trustees’ induction and training 5](#_Toc517715603)

[Management 5](#_Toc517715604)

[Risk Management 5](#_Toc517715605)

[Vision and Values 6](#_Toc517715606)

[Vision 6](#_Toc517715607)

[The Co-operative values 6](#_Toc517715608)

[The Co-operative principles of membership 6](#_Toc517715609)

[Key objectives **Error! Bookmark not defined.**](#_Toc517715610)6

[Achievements and Performance 6](#_Toc517715611)

[Financial Statements 6](#_Toc517715614)

[Statement of the Trustees’ responsibilities 7](#_Toc517715615)

[Statement of financial activities, incorporating the income and expenditure account, for the year ended 31 March 2024 **Error! Bookmark not defined.**](#_Toc517715616)

[Notes to the accounts](#_Toc517715618) 9

# Legal and administrative information

|  |  |  |
| --- | --- | --- |
| **Company registration number** | 8819550 |  |
| **Registered office** | Guiseley School. Fieldhead Road, Guiseley. | Jan 2019 |
| **Trustees/Directors** | [BELL, Sophie](https://find-and-update.company-information.service.gov.uk/officers/f8bg2KZodq3erfyuKy7vWAbLcds/appointments)  [BROCKLEBANK, Ian Paul](https://find-and-update.company-information.service.gov.uk/officers/F_RmRMuLRL8YG1Tsp2r-ieJSNCU/appointments)  [CLAPHAM, Lynette](https://find-and-update.company-information.service.gov.uk/officers/x6cNtcjwWKCcV-9IilnYOjDSREM/appointments)  [CLAYTON, Paul](https://find-and-update.company-information.service.gov.uk/officers/i_ZKRdyp6G2jUDgkmS2zm5bCPs4/appointments)  [COOKE, David](https://find-and-update.company-information.service.gov.uk/officers/zFKfb3i5K_nswPv9UG0egRfXk94/appointments)  [DAVIES, Jonny](https://find-and-update.company-information.service.gov.uk/officers/2j6pPV-DjswIl4QUrbVSqpXQbvU/appointments)  [DUCE, Mark](https://find-and-update.company-information.service.gov.uk/officers/pAW9SXOadW2MOiQSMqUWcnEvw7U/appointments)  [FINLEY, Kirsten](https://find-and-update.company-information.service.gov.uk/officers/D_BF9Av12dbbz80Au1J3MyVHHyg/appointments)  [FORDE, Kevin](https://find-and-update.company-information.service.gov.uk/officers/4e7e5fa8HF3ISDHki6EPlYYnGOM/appointments)  [JARVIS, Graham](https://find-and-update.company-information.service.gov.uk/officers/5eqMryqzzXmSj38dOitvQPvIGeo/appointments)  [JENNINGS, Kathryn](https://find-and-update.company-information.service.gov.uk/officers/CR649vH_Gul0FetcbUGDJJpzms8/appointments)  [LOWRY, Dawn](https://find-and-update.company-information.service.gov.uk/officers/G3810tlJHLuuCb1xkue5xPG-0bM/appointments)  [MARTIN, Delia](https://find-and-update.company-information.service.gov.uk/officers/VtQTLutm4e-aHXuUAgmaask-QCw/appointments)  [MARTIN, Duncan](https://find-and-update.company-information.service.gov.uk/officers/Y-h3BtMEDXt2uaKvd-s5faykgJA/appointments)  [NORRIS, Dale](https://find-and-update.company-information.service.gov.uk/officers/wBugtGwapFgGBC62plEfPVb8F9U/appointments)  [PIOTROWICZ, Lisa](https://find-and-update.company-information.service.gov.uk/officers/H6vax8JJwvDs-ak1SAWH7s6V1V8/appointments)  [PLACE, Jennifer](https://find-and-update.company-information.service.gov.uk/officers/88F6mwj-L0YCk_pvlEg_0Wnil_A/appointments)  [TAYLOR, Steve](https://find-and-update.company-information.service.gov.uk/officers/fwjq_gP72xWi8ojDAFo1yWBedX0/appointments)  [THANDI, Sharon](https://find-and-update.company-information.service.gov.uk/officers/tEpL_a_RxqEMt23R92yuVzMPmQ8/appointments)  [TOYNE, Simon](https://find-and-update.company-information.service.gov.uk/officers/iXRvjJivTmPTmv8AFoFlxtXt49Q/appointments)  [WHARTON, Fiona](https://find-and-update.company-information.service.gov.uk/officers/TR3-TMdZU9EHsR0qcUncvVBcn6U/appointments)  [WOOD, Debbie](https://find-and-update.company-information.service.gov.uk/officers/uWLiCuCOwmFhr9WPIPduxz0JGrs/appointments) |  |
| **Company Secretary** | LEWIS-OGDEN, Richard |  |
| **Solicitors** | Browne Jacobsen LLP  (Acting on Land Transfer – liaising through M.Haworth) |  |
| **Member Schools** | Guiseley School  Guiseley Primary School and Aireborough Children’s Centre  Queensway Primary School and Aireborough  Children’s Centre  Rawdon Littlemoor Primary School  Rufford Park Primary School  Tranmere Park Primary School  Yeadon Westfield Infant School  Yeadon Westfield Junior School |  |
| **Partner Schools** | Benton Park School  Hawksworth C of E Primary School  Rawdon St. Peter’s C of E VC Primary School  St. Oswald’s C of E Primary School |  |
| **Partner Organisations** | Aireborough Children’s Services  Leeds City Council  Leeds Trinity University  Guiseley Community Foundation Trust  Codswallpo CIC |  |

# Report of the Trustees (incorporating the Directors’ report) for the year ended on 31 March 2024

The Trustees present their report and financial statements for the year ended 31 March 2024. The Trustees who are also directors for the Aireborough Learning Partnership Trust (ALPT) for the purposes of company law and who served during the period and up to the date of this report are set out on page 3.

## Structure, Governance and Management

### Company and charity status

The Aireborough Learning Partnership Trust is a charitable Trust and company limited by guarantee created under the auspices of the School Standards and Framework Act 1998 and uses a DfE approved model Memorandum and Articles of Association. The company was registered on 18 December 2013 with company number 8819550 and is a private company limited by guarantee. As the ALPT is a Foundation Trust for the schools it is an exempt charity regulated by the DfE and therefore does not need to register with the Charities Commission.

### Purpose of the Trust

The Trust was set up to act as the foundation of the Schools for the purpose of the School Standards and Framework Act 1998 and as such administers and manages the property and other assets of The Aireborough Learning Partnership - a Trust for the public benefit as defined by the Memorandum and Articles of Association

The purpose of the Trust is set out in the objects of the Articles of Association:

The Objects of the Trust are to advance the education of the learners at the Schools, to advance the education of other members of the community, and otherwise to benefit the community, it being acknowledged that in carrying out the Objects the Trust must (where applicable) have regard to its obligation to promote community cohesion under the Education Acts.

It is intended that:

* the curriculum and ethos of the Schools will place an emphasis on, and include a commitment to students learning about shared values, with the aim of encouraging all learners to become better citizens, not only while they are learners but during the rest of their lives;

### Recruitment and appointment of Trustees

Members of the Trust’s Board are directors for the purpose of company law and Trustees for the purpose of charity law. The composition of the Trustee board is as follows:

* 2 Trustees appointed by each of the Member Schools
* 1 Trustee appointed by each organisation designated1 as a partner organisation

*Note 1: An organisation designated as a partner organisation in accordance with Article 13.1.4 of the Trust’s Memorandum and Articles of Association.*

*Note 2: The Forum is a stakeholder group of people elected by each constituency of members. There have been no trustees appointed by the forum to date.*

### Members

The subscribers to the Memorandum are the first members of the Trust.

Subject to any restrictions imposed by the Education Acts, membership of the Trust is open to any other individuals or organisations interested in promoting the Objects who qualify for membership of one of the constituencies specified below and are approved by the Trustees and consent in writing to become a member.

The Trust will have the following constituencies of members3:

1. a learners’ constituency, open to learners currently registered at any of the Schools
2. a parents’ and carers’ constituency, open to any parent or registered carer of a learner currently registered at any of the Schools
3. a staff constituency, open to any person employed by any of the Schools
4. a local community constituency, open to any person who, in the absolute discretion of the Trustees, has a legitimate interest in any of the Schools
5. community organisations, open to any organisation, whether statutory, charitable, voluntary, or trading for social or commercial purposes, which in the absolute discretion of the Trustees, has a legitimate interest in any of the Schools

In addition, the Trust may have an Alumni constituency, open to anyone who was at any time a learner registered at any of the Schools.

### Governance

The Trust Board meets at least three times a year and elects a Chair from amongst its number. During the year ended 31 March 2024 the Chair of the Trustee Board was Paul Clayton. The Trustee Board is responsible for the strategic direction and policy of the Trust, working towards the key objectives:

• to raise standards and attainment for all children in the partnership

• to increase and create vibrant learning opportunities for all

• to create strong working relationships between all co-operative members

• to use resources in a more creative and collaborative way.

### Trustees’ induction and training

All Trustees are provided with induction training, including reference to the SOGGS4 guidance booklet which explains the responsibilities of a charity Trustee and where to find further information about being a company director. Trustees are referred to the Articles of Association of the Trust and required to make themselves familiar with the provisions contained within this document.

### Management

During the year ended 31 March 2024 the Headteachers’ group continued to work on developing teaching and learning to meet the key objectives of the Trust:

### Risk Management

The Trustees have assessed the major risks to which the charity is exposed and continue to monitor the arrangements and systems in place to mitigate those risks. The Trustees seek appropriate advice, for example, through Leeds City Council who are partners of the Trust.

*Note 3: To date, no members have been formally admitted.*

*Note 4: SGOSS is a charity that exists to recruit volunteers with transferable skills to join governing bodies in schools.*

## Vision and Values

### Vision

The Trust’s vision is:

**Making a difference through: collaboration, aspiration, inclusion, challenge and reflection.**

### Shared values

Self-help, self-responsibility, democracy, equality, equity and solidarity.

### The principles of membership

Voluntary and open membership, democratic member control, member economic participation, autonomy and independence, education, training and information, cooperation among members, concern for the community.

## Achievements and Performance

During the year ended 31 March 2024 the Trustees met three times for formal Trustee board meetings and the Headteachers’ group have met a further six times the focus of that work this year has been to provide collaborative peer support in delivering school improvement priorities and to further the work of Trust curriculum networks in supporting curriculum development in each school.

The Headteachers’ group reports back to the Trustee Board through the minutes of the meetings. Key work in the 23-24 Academic Year has been:

**Teaching and Learning (Curriculum)**

Teaching and learning has continued to be the key area of work for the Trust. Since the last AGM Headteachers have continued to work together to develop the quality of teaching and learning. The particular focus this year had been:

* Continuing to develop the quality of the curriculum across the Trust through the effective delivery of subject networks. Curriculum and Subject specialists have been engaged to support in Geography and History the development of Networks with a focus on curriculum development.
* School Leaders have provided Peer-Peer support and evaluation in partnership with trust schools where they have shared improvement priorities and relevant expertise.
* A joint ALPT training day delivered training in SEN, History, Geography and the Thrive approachand wider training for staff in various areas of school responsibility.
* Schools have supported each-other through shared moderation days.

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**Community Engagement (Wellbeing)**

* ALPT continued to work with students and families on community activities including inter school sports activities, and the annual Arts exhibition.

**Resource Collaboration (Finance and Partnership working)**

* The Trust continues to work alongside Browne Jacobsen LLP to act on its behalf on the matter of ongoing land transfers into the Trust with Mark Haworth as sub-contracted liaison point on this work.
* School Leaders have continued to liaise on student intake numbers and projections with the LA sufficiency and planning team to understand implications. A number of schools have consulted on subsequent PAN reductions and the Trust continues to monitor this situation.

**Financial Statements**

## Statement of the Trustees’ responsibilities

The Trustees, who are also directors of The Aireborough Learning Partnership – a Co-operative Trust for the purposes of company law, are responsible for preparing the Trustees’ annual report and the financial statements in accordance with applicable law and generally accepted accounting practices.

Company law requires the Trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for that period. In preparing these financial statements the Trustees are required to:

* Select suitable accounting policies and apply them consistently
* Observe the methods and principles in the charities SORP (Statement of Recommended Practice)
* Make judgements and estimates that are reasonable and prudent
* State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
* 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that 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.

**Small company provisions**

This report has been prepared in accordance with the special provisions for small companies under part 15 of the Companies Act 2006.

**On behalf of the Board of Trustees**

**Richard Lewis-Ogden**

**Company Secretary**

**Date**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Statement of financial activities, incorporating the income and expenditure account, for the year ended 31 March 2024** | | | | |
|  | **23/24** | | **22/23** | |
|  | **£** | **£** | **£** | **£** |
| **Balance b/f** |  | **13,150** |  | **13,380** |
|  |  |  |  |  |
| Prior Year Adjustment |  |  |  |  |
| School Contributions |  | 12,000 |  | 12,000 |
|  |  |  |  |  |
| **Funds available** |  | **25,150** |  | **25,380** |
|  |  |  |  |  |
| **Governance Costs** |  |  |  |  |
| Salary costs | 5607 |  | 4,748 |  |
| Telephone costs | 78 |  | 73 |  |
| Travel costs | 5 |  | 13 |  |
| Companies House, ICO registration & Company Secretary fees | 793 |  | 753 |  |
| Consultation fees - Land transfer | 3090 |  | 1795 |  |
| DPO | 429 |  | 463 |  |
| Charitable donation (to Guiseley Theatre) |  |  | 250 |  |
| Other costs | 444 |  | 90 |  |
| **Total** |  | **10,446** |  | **8,185** |
| **Activities costs:** |  |  |  |  |
| Training | 2911 |  | 4045 |  |
| Sports Coordinator 20/21,21/22 and 22/23 | 7052 |  |  |  |
| **Total** |  | **9,963** |  | **4045** |
|  |  |  |  |  |
| **Total Expenditure** |  | **20,409** |  | **12,230** |
|  |  |  |  |  |
| **In Year net income / expenditure** |  | **-8,409** |  | **-230** |
|  |  |  |  |  |
| **Funds carried over** |  | **4,741** |  | **13,150** |
|  |  |  |  |  |

In approving these financial statements as Trustees of the company we hereby confirm that:

1. for the period stated above the company was entitled to the exemption from audit requirements conferred by section 477 of the Companies Act 2006
2. no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 March 2023
3. we acknowledge our responsibilities for:
   1. ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act 2006 and
   2. preparing financial statements which give a true and fair view of the state of affairs of the company at the end of the financial period and of it profit and loss for the period then ended in accordance with the requirements of sections 394 and 395 and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the board of on 8th July 2024 and signed on its behalf by

**Paul Clayton**

**Chair of Trustees**

The notes on pages 9 to 12 form an integral part of these financial statements.

# Notes to the accounts

1. **Basis of preparation**

These accounts have been prepared on the basis of historic cost in accordance with Accounting & Reporting by Charities - Statement of Recommended Practice (SORP 2005) and with Accounting Standards and with the Charities Act 1993 and the Companies Act 2006.

1. **Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the accounting period.

* 1. **Incoming resources**

Incoming resources are included in the Statement of Financial Activities (SoFA) when:

* the charity becomes entitled to the resources
* the Trustees are virtually certain they will receive the resources and
* the monetary value can be measured with sufficient reliability.

Where incoming resources have related expenditure the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources and are recognised in full in the year in which they are receivable.

Income from investments is included in the year in which it is receivable.

Donated services and facilities are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

The value of any voluntary help received is not included in the accounts but is described in the Trustees’ annual report.

* 1. **Resources expended**

Expenditure is recognised on an annual basis as a liability is incurred. Expenditure includes VAT, which cannot be recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of the 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.

1. **Investment income**

There was no investment income received during the period.

1. **Incoming resources from charitable activities**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Unrestricted**  **funds** | **Year ended**  **31 March 2024** | **Year ended**  **31 March 2023** |  |
| Contributions from Trust schools  Grant received | £12,000  £0  £12,000 | £12,000  £0  £12,000 | £12,000  £0  £12,000 |

1. **Cost of charitable activities – by fund type**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Unrestricted**  **funds** | **Year ended**  **31 March**  **2024** | **Year ended**  **31 March**  **2023** |
| Children’s and community events | £0 | £0 | £0 |
| Professional development | £0 | £0 | £0 |
|  | £0 | £0 | £0 |
|  |  |  |  |

1. **Cost of charitable activities - by activity**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Activities undertaken directly** | **Year ended**  **31 March**  **2024** | **Year ended**  **31 March**  **2023** |
| Children’s and community events | £0 | £0 | £0 |
| Professional development | £0 | £0 | £0 |
|  | £0 | £0 | £0 |

1. **Governance costs**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Unrestricted Funds 31 March 2024 | Year ended 31 March 2024 | Year ended 31 March 2023 |
| Salary costs | £5,607 | £5,607 | £4,748 |
| Telephone costs | £78 | £78 | £73 |
| Travel costs | £5 | £5 | £13 |
| Companies House, ICO registration & Company Secretary fees | £793 | £793 | £753 |
| Consultation fees - Land transfer | £3,090 | £3,090 | £1,795 |
| DPO | £429 | £429 | £463 |
| Charitable donation (to Guiseley Theatre) | £0 | £0 | £250 |
| Other costs | £444 | £444 | £90 |
|  |  |  |  |
|  | £10,446 | £10,446 | £8,185 |

1. **Prior Year Adjustments**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
| There were no prior year adjustments. |  |  |  |

1. **Employees**

The Trust has one employee with the associated costs reflected above. No expenses are paid to Trustees.

1. **Taxation**

The charity’s activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes act 1988. Accordingly, there is no taxation charge in these accounts.

1. **Value Added Tax**

The Trust is not registered for VAT.

1. **Analysis of net assets between funds**

|  |  |  |
| --- | --- | --- |
| Fund balances at 31 March 2024 as represented by: | **Unrestricted funds**  **£** | **Total funds**  **£** |
| Net Assets held | 4,741 | 4,741 |
|  | £4,741 | £4,741 |

1. **Unrestricted funds**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **At**  **01 April 2023** | **Prior year Adjustments** | **Incoming**  **resources** | **Outgoing**  **resources** | **At**  **31 March 2024** |
| General unrestricted funds | **£13,150** |  | **£12,000** | **£20,409** | **£4,741** |

1. **Restricted funds**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **At**  **01 April 2023** | **Incoming**  **resources** | **Outgoing**  **resources** | **At**  **31 March 2024** |
| Restricted grant funds | **£0** | **£0** | **£0** | **£0** |

1. **Company limited by guarantee**

Aireborough Learning Partnership - a Co-operative Trust is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required, not exceeding £1, to the assets of the charitable company in the event of this being wound up while he or she is a member or within one year after he or she ceases to be a member.