



AIREBOROUGH LEARNING PARTNERSHIP TRUST

The Aireborough Learning Partnership – a Co-operative Trust

Trustees' report and financial statements for the year ended 31 March 2018

**A Company limited by guarantee
Company number: 8819550**

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Legal and administrative information

Company registration number	8819550	
Registered office	Rufford Park Primary School	05 Feb 2018
Trustees	<p>Alison A Anslow Simon D Armstrong Julie Beardwell Maxine G Bell Veronica H Dandy Alun J Davies Paul R Dickinson Kirsten J Finley Jason King Anne Lawton Dawn M Lowry Delia Martin Duncan Martin Paul F Morrissey Andrew Mottram Dale Norris Heather L Pinches Lisa Piotrowicz Jennifer J Place Jennifer A Rivas Pérez Caroline E Sibson Simon R Toyne David JM Winters</p>	<p><i>Appointed/Resigned during the year on:</i></p> <p><i>Resigned 31 Dec 17</i> <i>Resigned 13 Jun 17</i></p> <p><i>Appt 23 Jan 17</i> <i>Appt 23 Jan 17</i></p> <p><i>Appt 02 Jan 18</i> <i>Resigned 31 Dec 17</i> <i>Resigned 29 Mar 18</i></p>
Company Secretary	Catherine A Beaton Richard Lewis-Ogden	Resigned 05 Feb 18 Appointed 05 Feb 18
Solicitors	DWF LLP 1 Scott Place 2 Hardman Street Manchester M3 3AA	
Member Schools	<p>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 Infants School Yeadon Westfield Junior School</p>	
Partner Schools	<p>Benton Park School Hawthornthwaite C of E Primary School NW SILC Rawdon St. Peter's C of E VC Primary School</p>	Withdrew 03.10.17

	St. Oswald's C of E Primary School	
Partner Organisations	Aireborough Children's Services Leeds City Council Leeds Trinity University	
Co-operative Partner	SA Soccer Ltd. (Previously 5's Soccer Yeadon Ltd.)	

Report of the Trustees (incorporating the Directors' report) for the year ended on 31 March 2018

The Trustees present their report and financial statements for the year ended 31 March 2018. 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 – a Co-operative 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 Co-operative 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, the Co-operative 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;
- the Schools will actively participate in the work and activities of The Schools Co-operative Society and provide and receive support through the mutual support network for schools established by The Schools Co-operative Society; and
- the Trust will be a member of The Schools Co-operative Society

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
- 2 Trustees appointed by the Forum² from amongst their number and
- 1 Trustee appointed by or with the approval of The Schools Co-operative Society.

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 2018 the Chair of the Trustee Board was Alison Anslow. The Trustee Board is responsible for the strategic direction and policy of the Trust.

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 2018 the Headteachers' group continued to work effectively on developing teaching and learning to meet the key objectives of the Trust:

- 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.

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.

The Co-operative values

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

The Co-operative 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.

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.

Achievements and Performance

During the year ended 31 March 2018 the Trustees met three times for formal Trustee board meetings and the Headteachers' group have met a further six times to develop the work on the key areas identified as:

1. Teaching and Learning, including Partnership
2. Development of Membership, Marketing, Events and Community
3. Resources

The Headteachers' group reports back to the Trustee Board through the minutes of the meetings. Reports on the achievements and performance are presented below.

Teaching and Learning

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 'shared review' activities across schools. This work has been quality assured/validated by Tim Richards, School Improvement Adviser for the primary schools. There has been a particular focus on Pupil Premium provision and this is to feed into a report to the ALPT Board in July.

In addition, a programme of subject leader meetings has been held across the ALPT for maths, English, science, PE, assessment and Early Years. These have allowed for the moderation of work across schools, the development of consistency of approach in key areas of the curriculum and subject development.

Events and Community

Art Exhibition



In June, the Trust hosted an art exhibition at the Methodist Church Hall in Guiseley. Many parents and families who attend our schools took the opportunity to visit and see a fantastic range of large 3D animal sculptures, produced using a mindfulness approach which formed the central core of the exhibition.

From
apes
and



hawks to rabbits and chickens, pupils from all of our schools showcased their artistic talents and imaginations while a Henri Rousseau inspired jungle scene was produced by the schools over the two days of the exhibition.



The event was a fantastic showcase of the talents of the young people in our area.

Give it 100%

The ALPT ran an attendance competition through March. Children achieving 100% attendance were awarded a certificate and entered into a draw for prizes donated from local businesses.

Staffing and Resources

George Pye, administrator for the ALPT resigned from his position at the end of December 2017. George had been in post since April 2016 and had been influential in raising the profile of the Trust in the area. He has been replaced by Karen Walker who is enjoying the challenge of the post.

Cathy Beaton resigned from her position of Company Secretary in February 2018 and has been replaced by Richard Lewis-Ogden. The Trust Board would like to convey their thanks to Cathy for the tremendous work she has done for the ALPT.

Some joint training sessions were delivered during the year, including Safer Recruitment, Safer Working Practice and Child Protection Basic Awareness, in addition to the teaching and learning activities. Three training sessions have been agreed for 2018-19 academic year and these will be available to all new staff from Trust schools. The courses will again cover Child Protection Basic Awareness, Safer Working Practice and Safer Recruitment.

Future plans

Opportunities to share and collaborate on professional development will be extended. There is a joint training day planned for 05 November 2018.

Volunteers

The Trustees again give thanks again to Emma Judson for her work on the Trust's original website, which has been undertaken on a volunteer basis.

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
02 July 2018

Statement of financial activities, incorporating the income and expenditure account, for the year ended 31 March 2018

	Notes	Year ended 31 March 2018	Year ended 31 March 2017
		£	£
Incoming resources	4		
Contributions from member and partner schools		12,000	13,200
Grants received		200	400
Total incoming resources		12,200	13,600
Resources expended			
Charitable activities	5	2,676	781
Governance costs	7	7,396	7,058
Total resources expended		10,072	7,839
Net incoming/(outgoing) resources for the period		2,128	5,761
Total funds brought forward at 01 April 2017		6,484	723
Total funds carried forward at 31 March 2018		8,612	6,484

The notes on pages 14 to 16 form an integral part of these financial statements.

Balance sheet as at 31 March 2018

	Notes	31 March 2018	31 March 2017
		£	£
Current assets			
Current balance held on account		8,612	6,484
Contributions due from Trust schools		0	0
		<u>8,612</u>	<u>6,484</u>
Creditors: amounts falling due within one year	10		
Current balance held on account		0	0
Net current assets		<u>8,612</u>	<u>6,484</u>
Net assets	11	<u>8,612</u>	<u>6,484</u>
Funds			
Unrestricted income funds	12	<u>8,612</u>	<u>6,484</u>
Total funds		<u>8,612</u>	<u>6,484</u>

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 2018
3. we acknowledge our responsibilities for:
 - 3.1. ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act 2006 and
 - 3.2. 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 its 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 Monday, 02 July 2018 and signed on its behalf by

Alison Anslow
Chair of Trustees

The notes on pages 14 to 16 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.

2. Accounting policies

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

2.1. 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.

2.2. Resources expended

Expenditure is recognised on an annual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully 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.

3. Investment income

There was no investment income received during the period.

4. Incoming resources from charitable activities

	Unrestricted funds	Restricted funds	Year ended 31 March 2018	Year ended 31 March 2017
Contributions from Trust schools	£12,000	£0	£12,000	£13,200
Grant received	£0	£200	£200	£400
	<u>£12,000</u>	<u>£200</u>	<u>£12,200</u>	<u>£13,600</u>

5. Cost of charitable activities – by fund type

	Unrestricted funds	Restricted funds	Year ended 31 March 2018	Year ended 31 March 2017
Children’s and community events	£1,281	£200	£1,481	£531
Professional development	£1,195	£0	£1,195	£250
	<u>£2,476</u>	<u>£200</u>	<u>£2,676</u>	<u>781</u>

6. Cost of charitable activities - by activity

	Activities undertaken directly	Year ended 31 March 2018	Year ended 31 March 2017
Children’s and community events	£1,481	£1,481	£531
Professional development	£1,195	£1,195	£250
	<u>£2,676</u>	<u>£2,676</u>	<u>£781</u>

7. Governance costs

	Unrestricted funds	Year Ended 31 March 2018	Period ended 31 March 2017
Salary costs	£2,992	£2,992	£3,565
Staff training	£84	£84	£0
Staff travel	£301	£301	£49
Communications	£93	£93	£84
Marketing costs	£1,515	£1,515	£0
Web hosting & website development	£60	£60	£655
Meeting costs	£1,338	£1,338	£1,689
Company secretary costs	£1,000	£1,000	£1,000
Companies House – Annual Return	£13	£13	£13
Rounding of year-end balance	£0	£0	£3
	<u>£7,396</u>	<u>£7,396</u>	<u>£7,058</u>

8. Employees

Since the start of this financial year the Trust has one employee who is employed through Guiseley School with the associated costs reflected above. No expenses are paid to Trustees.

9. 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.

10. Creditors

As at 31 March 2018 there were no amounts due to the Trust. There were no accruals or other deferred income at the year end.

11. Analysis of net assets between funds

	Unrestricted funds	Total funds
Fund balances at 31 March 2017 as represented by:	£	£
Current balance of funds held on account	<u>8,912</u>	<u>8,612</u>
	<u>£8,612</u>	<u>£8,612</u>

12. Unrestricted funds

	At 01 April 2017	Incoming resources	Outgoing resources	At 31 March 2018
General unrestricted funds	£6,484	£12,200	£10,072	£8,612

13. 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.