

REGISTERED COMPANY NUMBER: 11291732 (England and Wales)
REGISTERED CHARITY NUMBER: 1180322

LONGTOWN OUTDOOR LEARNING TRUST
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

LONGTOWN OUTDOOR LEARNING TRUST

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FOR THE YEAR ENDED 31 DECEMBER 2020

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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Report from the Chair

The Covid-19 pandemic has had a major impact on the activities of Longtown Outdoor Learning Trust over the last year. Our income has been severely affected by the forced closure to residential visits from March 2020 to date, and we have had to make difficult decisions to weather the storm.

Over the last year the Trust has made best use of the available government support and applied for financial support where possible. For much of the time the centre building has been mothballed to keep running costs to a minimum and staff furloughed where possible. Despite this we have still had to make some difficult decisions regarding staffing to ensure that the Trust survives the crisis and is able to hit the ground running when residential trips are once again allowed.

Thanks to the dedication and hard-work of our staff and careful planning, non-residential programmes have been able to go ahead at certain times during the last year that mean we have been able to offer children and young people from the more immediate area of the West Midlands and Wales opportunities to experience much needed time outdoors. Not only has this led to new ways of working, it has also created relationships with new schools that will be important for our work in the future.

I am proud and very grateful to the staff and wider team for their dedication and support in ensuring that the Trust has been ready to adapt to an ever-changing landscape and to be best prepared to provide the important services we offer our young people in the coming years. One thing is clear from the pandemic, working with young people and adults to access the outdoors, participate in group adventures and support their wellbeing is even more important than ever - and I am pleased to say Longtown Outdoor Learning Trust is ready to do just that.

Matt Freer, Chair of Trustees

Statement from the Head of Centre

What a year it has been! Nationally up to 30 residential Outdoor Education (OE) centres have been forced to close either directly or indirectly due to the Coronavirus pandemic. This is a huge loss of provision that will have an impact on generations of children and young people. With this backdrop, the fact that the Trust has survived the many challenges of 2020 is incredibly heartening. As I write this we have just heard that the Department for Education (DfE) has given its approval for residential educational visits to re-commence from May 2021. Whilst this is very welcome news, this also means that the centre has had to survive almost 14 months without any income from our most significant income stream - residential stays by school groups.

The last year has been a very challenging one for the Trust and some significant cost-saving decisions had to be taken in order to secure the long-term viability of centre operations. Regrettably, following a number of consultation meetings with staff, this meant re-structuring our staff team to enable us to focus on providing limited non-residential activities whilst mothballing our residential operations until Government guidance permitted them. We reluctantly bid farewell to a number of staff through voluntary retirement and redundancy who had served the centre faithfully for many years.

The Government's Coronavirus Job Retention Scheme was an important 'life-line' to the centre enabling us to retain the residual staff team on the books and enabling them to do paid work for the centre when required.

The well-known proverb 'Necessity is the mother of invention' has certainly been true at Longtown over the last year as we've continually sought to update our offer according to what we can do rather than lamenting what we can't do. Centre staff very quickly embraced a whole range of Covid-secure protocols to make the centre as safe as possible for staff and visitors alike. New ideas have included the development of a suite of after school adventure-based children's clubs (up to 100 children attending each week across 5 schools) and the creation of summer family camp packages using our bell tents. Most importantly these new developments have shown how we can continue to achieve our charitable objectives, despite the enforced closure of our main residential business. This flexible 'can-do' approach has also enabled us to secure new income streams in very difficult circumstances.

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020

The other extremely positive outcome of the last year has been a deepening and extending of our relationship with local schools and communities on both sides of the England / Wales border. As I mentioned in the introductory paragraph the national loss of OE provision is impacting many schools and regrettable as it is, I have to be honest and say the circumstances present some new opportunities for LOLT in 2021 and beyond.

The huge reduction in educational visits nationally and pressure on school budgets raised the prospect of a significant reduction in the number of Service Level Agreements (SLAs) and therefore income for the Educational Visits Advisory service. Most schools opted to maintain their SLAs however some did not and there was a reduction of income compared to the previous year. Notwithstanding the reduced income, relationships with the schools we support remain strong and still play a vital part in enabling the Trust to communicate the impact and value of outdoor education to a broad school audience than through our residential visitors alone.

As you can imagine this has been an unsettling and difficult year for staff and trustees alike. I would like to pay credit to those former staff and trustees whose service to the centre has helped develop the centre to where we are now and to the current cohort whose energy and initiative continues to provide the foundation for LOLT's own journey of recovery.

Mike Fawcett, Head of Centre

OBJECTIVES AND ACTIVITIES

The purpose of Longtown Outdoor Learning Trust is to promote wellbeing and life skills for young people through the challenge of the outdoors.

The vision that drives us is a world in which each young person has the opportunity to experience outdoor adventure. We aspire to be a nationally renowned centre of excellence for outdoor adventure in order to contribute towards this vision.

In shaping and setting out our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit.

Longtown Outdoor Learning Trust furthers its charitable purposes for the public benefit through:

- Advancing the education of the public by the provision of educational courses, and promoting learning and development through participation in educational, recreational or leisure activities.
- Relieving the poverty of young people by the provision of affordable opportunities to enable them to participate in healthy recreational activities.
- Providing facilities in the interests of social welfare for recreational or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances with the object of improving their condition of life.
- Helping young people, especially but not exclusively through recreational and leisure time activities, so as to develop their capabilities that they may grow to full maturity as individuals and members of society.

As the nation begins its recovery from the blight of the pandemic, Longtown Outdoor Learning Trust is poised to make a strong contribution to the recovery process. The Trust's 'Character and Resilience' framework clearly identifies the positive outcomes of the programmes on offer:

- Health and Wellbeing
- Activity as Therapy
- Social Interactions
- Learning
- Physical Activity
- Natural Connections

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020

ACHIEVEMENT AND PERFORMANCE

Despite the huge impact of the Coronavirus pandemic, the Trust has continued to achieve its charitable purposes through delivering residential courses for schools until March 2020 and then continuing to deliver a diverse range of day and evening activities for children, families and youth organisations whenever the restrictions allowed:

- 42 days of adventurous activities for children were provided between July and September 2020.
- 77 different Adventure Club sessions took place between September and November 2020 at 5 local schools.
- 416 different children participated in adventurous activities at Longtown between July and December 2020.

In order to deliver upon our charitable objects, we also have three strategic goals for the period 2018-2021. The strategic goals reflect the position of the organisation establishing itself as an independent charity following the change in ownership from the council. The strategic goals are:

- 1 Develop and sustain the organisation.
- 2 Improve and strengthen buildings and grounds.
- 3 Communicate impact and value of outdoor education.

Our progress and achievements in each of these three goals is captured below:

1 Develop and sustain the organisation

The Coronavirus has undoubtedly been an incredibly testing time for LOLT management, staff and trustees. The LOLT focus has been on the ways in which we could adapt the established team-working and systems to continue delivering our charitable objectives, despite necessary changes to the staff team and our operating procedures.

Nationally the pandemic exposed a range of practice in terms of the relationships between Outdoor providers, schools, parents and insurers. Government advice, particularly that of the Department for Education (DfE) and Public Health England (PHE) has primacy but at times was confused or even conflicting. Due to our location on the England / Wales border, with a majority of the staff team based in Wales and many traditional activity venues in Wales it is also worth noting that the guidance of the Welsh Assembly Government had a heavy influence on centre operations. Despite the rapidly changing narrative of what was and wasn't possible, LOLT continued to value the relationships with all its customers / users. Significant energy, time and effort was expended communicating with schools and parents about the changes and striving to adhere to the letter and spirit of the law / guidance. Wherever possible we prioritised maintaining the relationship with our customers and consequently transferred many bookings and the associated deposits to later year(s), rather than putting those relationships 'at risk'. This policy was largely successful - only a small number of deposits were refunded to schools and most schools elected to transfer their bookings to subsequent years.

As previously stated the pandemic has led to a deepening of the relationship with local schools (new and old) and the development of new opportunities in both Herefordshire and Monmouthshire.

2 Improve and strengthen buildings and grounds

All the snagging items resulting from the 2019 refurbishment programme were completed in 2020. This ensured we had fantastic modern, attractive shower and toilet facilities that we could use flexibly to meet the needs of our early residential groups and then children and families attending the centre for school holiday activities and family camps.

The Courthouse hot water system has been modernised to ensure a plentiful supply of hot water for all visitors as well as ensuring full compliance with Legionella regulations.

Plans for an exciting new building funded by the Wilson Foundation continue to be developed. The exciting new building which will serve as a seating area for mealtimes as well as providing a new kitchen, office, common room and a duty staff bedroom.

3 Communicate the impact and value of Outdoor Education - Advisory Service

78 schools subscribed to an SLA in 2019 - 20. This reduced to 76 schools in September 2020, although one of those schools had negotiated a reduced SLA.

Educational Visit Co-ordinator Training was offered to 65 teachers and school staff in 2019 - 20. In 2020 - 21 this reduced to 47.

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020

Feedback for the training courses continues to demonstrate its value to schools:

"Mike was very concise and covered everything I could have thought about being new to the EVC role. It has given me more of an insight to trips and it isn't just choose a venue and off you go. Such an important role for the safety of your children as though they are your own and protecting everyone whilst having fun. Thanks a million."

"Informative and well-paced. Mike is clearly experienced and knowledgeable on all areas of planning outdoor learning activities."

Sustainability profile

As an organisation we remain committed to conserving and reducing our impact on the world around us. A new Environmental Policy has been adopted by trustees and an action plan is being developed to inform future developments on-site.

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020

FINANCIAL REVIEW

Financial Results for the year ending 31 December 2020

Our second year of operating as an independent charity has been marked by significant challenges which tested our financial systems and policies.

With England going into a national lock-down as LOLT was gearing up for its busiest period, some tough decisions had to be made to ensure that the charity would be able to operate in the future given the uncertainty of the pandemic. The uncertainty faced by schools had a direct impact on the charity's finances. Schools were offered the choice of transferring their bookings to a later date or cancelling. Following the guidance issued by the Competition and Markets Authority, LOLT took the decision to offer a full refund of the deposit paid (which would normally be non-refundable) to those schools opting to cancel. In the financial year 2020, 7 refunds for bookings were issued to schools, amounting to £6,500.

However, the balance sheet for 31 December 2020 shows the Net Current Assets / (Liabilities) of £104,493 indicating that the early decisions were vindicated and the charity is still in a position to commit to further services and investments in resources, staffing and training.

Our income streams were split between Educational Courses and Education Advisory Training and Support. Our income from residential educational courses came to £26,571 in contrast to £371,746 in 2019. This reflects the direct impact of the Covid-19 pandemic impact on the ability of the centre to operate in its 'normal' capacity following the halt to all residential activities for much of the operating period.

In contrast, our income from non-residential educational courses saw an increase from £19,745 to £21,864 despite the centre not being open for most of the year. LOLT worked hard to develop new non-residential services to our local community and schools during the pandemic which led to a growing appetite from local communities for holiday activities.

Income from Education Advisory Support fell from £71,416 (2019) to £60,932 (2020). The drop in income here was due to 1 main school withdrawing from their SLA, a handful of smaller schools changing providers due to decisions made by their trusts, one school chose to cease using the eVisit planning portal and negotiated a reduced advice-only SLA.

We were able to recover 50% of the bad debt owed from The Challenge.

In addition, significant savings in food and freelance staffing were made possible by the lack of residential courses, as well as savings across pensions with the withdrawal from the LA pension scheme.

However, although the voluntary redundancies saved the charity money during this period, it has left an area of exposure in catering. The residential courses have always been renowned for their high-quality catering and this is something we will strive to continue. Currently temporary arrangements are in place to cover catering needs for residential courses.

Reserves

During 2020, LOLT Trustees authorised the use of £32,000 of reserves to finance a redundancy programme for 4 staff and £4,500 towards Pension Scheme costs. As a result, the charity's unrestricted reserves were below the desired minimum level of reserves at the year end and LOLT plans to replenish the fund levels in 2021.

At the 31 December 2020 the charity held total reserves of £103,872 [2019 - £218,160] of which £15,189 related to restricted reserves [2019 - £19,725] and £88,683 of unrestricted reserves [2019 - £198,435]. Free reserves [unrestricted net current assets/(liabilities)] at the year end amounted to £51,933 [2019 - £153,219].

Volunteer contribution

LOLT has benefitted from increased local connections and support during this year. One direct impact of this has been an increased interest in volunteering at the centre.

Excluding all trustee time volunteered, there was a total of 83 hours volunteered in 2020, equating to £825. This is a figure we hope to grow in coming years.

Our access and bursary policies

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020

Longtown Outdoor Learning Trust is a charity which seeks to benefit the public through the pursuit of its stated aims. Our fees are set at a level to ensure the financial viability of the Trust and at a level that is consistent with our aim of providing a first class experience to all participants.

The Trust welcomes participants from all backgrounds. The Trust is committed to safeguarding and promoting the welfare of our participants and expects all staff and volunteers to share this commitment. We always provide customer feedback questionnaires at the end of all courses for completion by participants and visiting members of staff from the participants' schools and employers. The comments received are taken very seriously and all questionnaires are reviewed. We are constantly striving to make sure that our courses are linked to relevant objectives and provide a truly educational benefit for participants. We believe our participants benefit from learning within a diverse community. A great deal of learning occurs through social interaction, conversation and shared experiences which helps our participants develop an understanding of the perspectives of other people that will be vital in their adult lives.

The Trust offer two bursaries:

The CT Wilson Bursary - for children from Northamptonshire, funded by The Wilson Foundation.

The Longtown Bursary - for children from Herefordshire and other counties, funded from the Trust's general funds.

Our bursary policy contributes to a widening of access to the courses we offer and the facilities we enjoy. The Trustees view our bursary awards as important in helping to ensure young people from families who would otherwise not be able to afford the fees to access the courses we offer. Our bursary awards are available to all who meet our requirements. The bursary awards range in scale from just 1% through to 40% remission of course fees depending on the financial circumstances of the young people in question.

Reserves Policy

The holding of a reserve will allow LOLT to plan for the future - absorbing setbacks and maximising opportunities including:

- To fund unexpected expenditure, for example when projects overrun, or unplanned events occur.
- To fund shortfalls in income, when income does not reach expected levels.
- To accumulate funds for a major project or event.

Having taken stock of practice more widely in the sector externally, and considered various factors internally, including analysing income and expenditure trends and risks, it has been agreed by trustees that LOLT will establish sufficient free reserves to provide cover for a minimum of 3 months expenditure in relation to known liabilities, with an optimum target of 6 months expenditure in relation to known liabilities.

Investment Policy

LOLT adheres to the ethical investment policy regulations of the Co-operative Bank. (refer to www.co-operativebank.co.uk)

Business Risk Management

LOLT has a Business Risk Management Policy which is reviewed annually. The Head of Centre is responsible for the overall management of LOLT's operations and activities and any associated risks. A summary of the most significant business risks and their mitigating controls is held on a Risk Register which is reviewed and updated on a 6 monthly basis by the Board of Trustees.

The business risks are considered in 5 sections - Customers, Operations, Staff, Finance and Buildings. Those business activities with a residual risk rating of Medium or above are continuously monitored with the aim of adding additional mitigating controls to reduce the residual rating to Low.

Safeguarding

The growth and development of children and young people in a safe and stimulating environment is right at the heart of our beliefs and operations as an organisation. As such, safeguarding is an important part of our operations - day to day and at a strategic level. We have developed a Safeguarding Policy to reflect this.

Fundraising Approach and Performance

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020

As a newly independent charity, we are looking forward to further developing and exploring fundraising opportunities and approaches.

Going Concern

LOLT Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

The potential future impact of Coronavirus and ongoing general economic climate are addressed and updated through LOLT's business risk management processes. Trustees have carefully considered the undoubted impact that Coronavirus has had on operations and the ongoing prospects for 2021. A short but successful summer term of residential operations in 2021 coupled with high renewal rates of the Educational Visits Advice Service Level Agreements and a healthy booking sheet for Autumn 2021 mean that LOLT is projected to generate a surplus in 2021. There remains trading uncertainty for 2022 but Trustees believe that a combination of a loyal base of residential and Educational Visit Advice customers, a continued expansion of day, evening and short-break bookings and sufficient balance sheet resources mean that the charity will be able to continue to meet customer requirements and ongoing liabilities for the foreseeable future.

Plans for future periods

Staying local was a key message of later times in the pandemic and one that has shaped how LOLT operates and sees its future growth. During this year we have benefitted from strengthened local community links which have led to new relationships with schools and volunteers. We hope to see these connections grow as part of our main activities outlined within our three strategic goals for 2021:

- 1 Develop and sustain the organisation: we will continue to develop the offer of the centre, particularly looking at how we can maximise the use of the campground and its facilities. In addition, we are looking forward to expanding our apprenticeship programme by recruiting new apprentices, supported by the Government Employers Incentive Scheme. With the 'staycation' market very much alive, we will look to develop and grow our family stays programme.
- 2 Improve and strengthen buildings and grounds: we will continue liaising with our landlords, The Wilson Foundation, who have positive plans to continue developing the site by incorporating a new building project to help us address our dining capacity.
- 3 Communicate impact and value of outdoor education: we will continue to develop and achieve our marketing aims through our new Character and Resilience Framework. We will use these tools to help us apply for various funding bids.

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

Incorporation

Longtown Outdoor Learning Trust is a registered charity limited by guarantee, incorporated on the 4 April 2018. The company commenced trading on 23 September 2018 and obtained full charity status and registration with the charity commission on the 16 October 2018.

Governing Document

The Governing document of LOLT is its Memorandum and Articles of Association.

In setting our objectives and planning our activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit guidance on advancing education and on fee-charging.

Appointment of Trustees

During the past twelve months the Directors/Trustees have responded to an ever changing situation due to the pandemic. Throughout we have met regularly via a mix of online and face to face meetings to support LOLT as a thriving and well managed charitable business with good governance and operational procedures. We continue to update and develop procedures and policies to enable the smooth and safe running of LOLT and have a plan to ensure all appropriate policies and procedures are renewed regularly. The current Trustees, listed in this Report, are also the directors and members of the company. The liability of members is limited and their individual limit of guarantee is £1. There are no members of The Trust who are not Trustees.

The Board of Directors shall consist of a minimum of 3 trustees. Currently LOLT has 8 trustees, appointed for their skills and experience and commitment.

New Trustees are elected at the AGM or by the board at a regular meeting and serve for a period of 3 years. Thereafter, trustees may be re-elected for one further term of three years.

Trustees may serve for further periods of 3 years only if agreed by the Board. Once a Trustee retires from the Board he/she may not stand for re-appointment before the lapse of a minimum of one year.

At our AGM in 2020 three existing trustees were reappointed as per our governance procedures. Later in the year one other trustee retired.

Trustee Induction and Training

The key element of the induction is to ensure sound understanding of the charity's mission, vision, values and strategy as well as the legal obligations of Trustees. The induction process for new Trustees involves a combination of provision of key documents plus communications and face to face discussions with key staff and Trustee representatives.

Organisation

Trustee meetings take place once a quarter and are supported by the processes and policies outlined in the Principles of Governance document.

At the quarterly trustee meetings, the trustees agree the broad strategy and areas of activity for Longtown Outdoor Learning Trust, including reserves, risk and performance. The day to day administration and management are delegated to the staff team.

The Director and the Chair of the Trustees communicate on a regular basis (usually weekly).

Remuneration policy for staff and trustees

All trustees give their time freely.

The pay of the staff is reviewed annually with the support of the Board and is considered in line with the growth of the organisation alongside bench-marking within the sector.

Related parties and other charities and organisations

The Trustees/Directors continue to develop good relationships with The Wilson Foundation, and are very grateful to them for their continued support and development of the site.

LOLT also welcomes a network of adult helpers from the local community who assist with the running of the Outdoor Adventure Clubs.

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

11291732 (England and Wales)

Registered Charity number

1180322

Registered office

The Courthouse
Longtown
Hereford
Herefordshire
HR2 0LD

Trustees

Mr M D Freer (Chairman)
Mr M S Fawcett - Head of Centre
Mr C J Holmes (resigned 20/3/20)
Ms J Sellar (Treasurer)
Ms C Bullock
Mrs J Cecil
Mr N M Highfield
Mr I P Mather (resigned 1/1/21)
Mr T Whelan
Mr G T Wilson

Independent Examiner

Lockett & Co
Chartered Certified Accountants
Shelton House
Coningsby Street
Hereford
Herefordshire
HR1 2DY

Bankers

The Co-operative Bank
Business Direct
P O Box 250
Skelmerdale
Lancashire
WN8 6WT

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Longtown Outdoor Learning Trust for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"

Company law requires the trustees to prepare financial statements for each financial year 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 those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

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 to 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.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 2 September 2021 and signed on its behalf by:

Mr M D Freer (Chairman) - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
LONGTOWN OUTDOOR LEARNING TRUST (REGISTERED NUMBER: 11291732)**

Independent examiner's report to the trustees of Longtown Outdoor Learning Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

S A Tindall
ACCA
Lockett & Co
Chartered Certified Accountants
Shelton House
Coningsby Street
Hereford
Herefordshire
HR1 2DY

3 September 2021

LONGTOWN OUTDOOR LEARNING TRUST

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2020

				Year Ended 31.12.20 Total funds £	Period 16.10.18 to 31.12.19 Total funds £
	Notes	Unrestricted fund £	Restricted fund £		
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	94,525	-	94,525	142,844
Charitable activities	6				
Centre activities and bookings		119,585	-	119,585	522,211
Other trading activities	4	4,687	-	4,687	27,815
Investment income	5	206	15	221	61
Other income		3,233	-	3,233	667
Total		<u>222,236</u>	<u>15</u>	<u>222,251</u>	<u>693,598</u>
 EXPENDITURE ON					
Charitable activities	7				
Centre activities and bookings		309,448	4,551	313,999	448,305
Other	9	<u>22,540</u>	<u>-</u>	<u>22,540</u>	<u>27,022</u>
Total		<u>331,988</u>	<u>4,551</u>	<u>336,539</u>	<u>475,327</u>
NET INCOME/(EXPENDITURE)		<u>(109,752)</u>	<u>(4,536)</u>	<u>(114,288)</u>	<u>218,271</u>
 RECONCILIATION OF FUNDS					
Total funds brought forward		198,435	19,725	218,160	(111)
TOTAL FUNDS CARRIED FORWARD		<u>88,683</u>	<u>15,189</u>	<u>103,872</u>	<u>218,160</u>

The notes form part of these financial statements

LONGTOWN OUTDOOR LEARNING TRUST (REGISTERED NUMBER: 11291732)

BALANCE SHEET
31 DECEMBER 2020

	Notes	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
FIXED ASSETS					
Tangible assets	15	36,750	-	36,750	45,216
CURRENT ASSETS					
Stocks	16	820	-	820	375
Debtors	17	22,028	-	22,028	66,751
Cash at bank and in hand	18	<u>114,980</u>	<u>15,189</u>	<u>130,169</u>	<u>223,369</u>
		137,828	15,189	153,017	290,495
CREDITORS					
Amounts falling due within one year	19	(48,524)	-	(48,524)	(72,324)
NET CURRENT ASSETS		<u>89,304</u>	<u>15,189</u>	<u>104,493</u>	<u>218,171</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		126,054	15,189	141,243	263,387
ACCRUALS AND DEFERRED INCOME	21	(37,371)	-	(37,371)	(45,227)
NET ASSETS		<u>88,683</u>	<u>15,189</u>	<u>103,872</u>	<u>218,160</u>
FUNDS	22				
Unrestricted funds				88,683	198,435
Restricted funds				<u>15,189</u>	<u>19,725</u>
TOTAL FUNDS				<u>103,872</u>	<u>218,160</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

BALANCE SHEET - continued
31 DECEMBER 2020

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 2 September 2021 and were signed on its behalf by:

Mr M D Freer (Chairman) - Trustee

LONGTOWN OUTDOOR LEARNING TRUST

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Year Ended 31.12.20 £	Period 16.10.18 to 31.12.19 £
Cash flows from operating activities			
Cash generated from operations	1	<u>(89,641)</u>	<u>262,702</u>
Net cash (used in)/provided by operating activities		<u>(89,641)</u>	<u>262,702</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(3,780)	(57,109)
Interest received		<u>221</u>	<u>61</u>
Net cash used in investing activities		<u>(3,559)</u>	<u>(57,048)</u>
Change in cash and cash equivalents in the reporting period		<u>(93,200)</u>	<u>205,654</u>
Cash and cash equivalents at the beginning of the reporting period		<u>223,369</u>	<u>17,715</u>
Cash and cash equivalents at the end of the reporting period		<u>130,169</u>	<u>223,369</u>

The notes form part of these financial statements

LONGTOWN OUTDOOR LEARNING TRUST

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2020

1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Year Ended 31.12.20 £	Period 16.10.18 to 31.12.19 £
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(114,288)	218,271
Adjustments for:		
Depreciation charges	12,246	11,893
Interest received	(221)	(61)
Increase in stocks	(445)	(375)
Decrease in debtors	44,723	20,649
(Decrease)/increase in creditors	<u>(31,656)</u>	<u>12,325</u>
Net cash (used in)/provided by operations	<u><u>(89,641)</u></u>	<u><u>262,702</u></u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.20 £	Cash flow £	At 31.12.20 £
Net cash			
Cash at bank and in hand	<u>223,369</u>	<u>(93,200)</u>	<u>130,169</u>
	<u>223,369</u>	<u>(93,200)</u>	<u>130,169</u>
Total	<u><u>223,369</u></u>	<u><u>(93,200)</u></u>	<u><u>130,169</u></u>

The notes form part of these financial statements

LONGTOWN OUTDOOR LEARNING TRUST

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31 DECEMBER 2020**

1. GENERAL INFORMATION

The Charity is a private company limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found on page 10. The members of the charitable company are the Trustees named on page 10. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements are presented in sterling which is the functional currency of the charitable company and rounded to the nearest pound.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Government Grants

Government grants are recognised using the performance model and are credited to the Statement of Financial Activities as the related expenditure is incurred, any deferred element of grants is included in creditors as deferred income.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

All expenditure is inclusive of irrecoverable VAT.

Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Items or specific group of items costing more than £500 that are considered to have a useful life of longer than the financial period in which they were purchased are capitalised.

Depreciation is provided at the following annual rates in order to write off the cost of each asset less its estimated residual value over its estimated useful life.

Motor vehicles	- 25% on reducing balance
Plant and equipment	- 25% on reducing balance
Office furniture and equipment	- 25% on reducing balance

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

LONGTOWN OUTDOOR LEARNING TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31 DECEMBER 2020**

2. ACCOUNTING POLICIES - continued

Fund accounting

General funds are unrestricted funds and can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The aim and use of each restricted fund is:

CT Wilson Bursary fund is for the purpose of giving financially disadvantaged children and young persons who live in Northamptonshire access to the residential courses run by the charity.

Pension costs and other post-retirement benefits

The charitable company operates defined contribution pension schemes. Contributions payable to the charitable company's pension schemes are charged to the Statement of Financial Activities in the period to which they relate.

Donated goods and services

Assets donated to the charitable company are recognised at the point of donation, and valued at their market value.

In accordance with the Charities SORP (FRS 102) the value of services provided by volunteers is not recognised. The Trustees annual report contains further information about the invaluable contribution provided by volunteers.

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of settlement can be estimated reliably.

Liabilities are recognised at the amount that the charitable company anticipates it will pay to settle the debt or the amount it has received as advance payments for goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation.

Financial instruments

Financial assets and liabilities are recognised on the balance sheet when the charitable company becomes party to the contractual provisions of the financial instruments.

The charitable company's financial assets and liabilities are basic financial instruments, initially recognised at transaction value and subsequently measured at their settlement value.

Going concern

These financial statements have been prepared on the going concern basis, which assumes that the charitable company will continue its activities for the foreseeable future.

LONGTOWN OUTDOOR LEARNING TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

2. ACCOUNTING POLICIES - continued

The trustees have considered the serious impact that the Coronavirus outbreak has had on the charity and its operations and continue to monitor the position and evolve their contingency plans. The trustees believe that with their existing reserves, careful financial management, loyal customer base, and reduction in restrictions as the economy opens up, the charity is able to see through this current trading uncertainty.

The trustees consider that the plans and measures taken will allow the charity to manage this difficult situation and continue to meet its customer requirements and ongoing liabilities for the foreseeable future and at least twelve months from the date of approval of these financial statements. Therefore the trustees continue to adopt the going concern basis of accounting.

3. DONATIONS AND LEGACIES

			Year Ended 31.12.20	Period 16.10.18 to 31.12.19
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Donations	8,326	-	8,326	84,124
Grants	73,344	-	73,344	-
The Wilson Foundation	<u>12,855</u>	<u>-</u>	<u>12,855</u>	<u>58,720</u>
	<u>94,525</u>	<u>-</u>	<u>94,525</u>	<u>142,844</u>

Government Grants

Grants received, included in the above, are as follows:

	Year Ended 31.12.20	Period 16.10.18 to 31.12.19
	£	£
Retail, hospitality and leisure grant - Covid-19	27,000	-
Job retention grant - Covid-19	<u>46,344</u>	<u>-</u>
	<u>73,344</u>	<u>-</u>

4. OTHER TRADING ACTIVITIES

			Year Ended 31.12.20	Period 16.10.18 to 31.12.19
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Self catering	4,454	-	4,454	12,814
Bed and breakfast	159	-	159	10,093
Shop income	<u>74</u>	<u>-</u>	<u>74</u>	<u>4,908</u>
	<u>4,687</u>	<u>-</u>	<u>4,687</u>	<u>27,815</u>

LONGTOWN OUTDOOR LEARNING TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

5. INVESTMENT INCOME

			Year Ended 31.12.20	Period 16.10.18 to 31.12.19
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Deposit account interest	<u>206</u>	<u>15</u>	<u>221</u>	<u>61</u>

6. INCOME FROM CHARITABLE ACTIVITIES

		Year Ended 31.12.20	Period 16.10.18 to 31.12.19
	Activity	£	£
Residential educational courses	Centre activities and bookings	26,571	371,746
Non residential educational courses	Centre activities and bookings	21,864	19,745
National Citizens Service - residential educational courses	Centre activities and bookings	-	36,623
Education advisory training	Centre activities and bookings	10,218	22,681
Education advisory support	Centre activities and bookings	<u>60,932</u>	<u>71,416</u>
		<u>119,585</u>	<u>522,211</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 8)
	£
Centre activities and bookings	<u>313,999</u>

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	Year Ended 31.12.20	Period 16.10.18 to 31.12.19
	£	£
Trustees' remuneration etc	52,258	68,398
Staff costs	155,407	195,485
Vehicle hire	-	2,223
Rent	1	1
Rates and water	2,381	5,250
Insurance	7,838	9,785
Light and heat	6,241	19,266
Telephone	850	619
Postage and stationery	1,276	1,916
Advertising	126	1,825
Property repairs	33,995	6,872
Food and drink	<u>4,494</u>	<u>35,176</u>
Carried forward	<u>264,867</u>	<u>346,816</u>

LONGTOWN OUTDOOR LEARNING TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

8. DIRECT COSTS OF CHARITABLE ACTIVITIES - continued

	Year Ended 31.12.20 £	Period 16.10.18 to 31.12.19 £
Brought forward	264,867	346,816
Consumables	2,009	1,746
Educational literature	403	840
Outside course centres	180	3,108
Subcontractors	1,744	17,703
Travelling	135	438
Motor expenses	6,057	10,516
Repairs and renewals	3,337	4,451
Protective clothing	-	355
Cleaning materials and waste disposal	1,299	2,233
Training	2,759	3,402
Subsistence	84	454
Health and safety	1,393	2,244
Computer expenses	1,769	1,229
Sundry expenses	2,207	1,377
Subscriptions	483	1,431
Bad debts	-	10,770
Bad debts recovered	(5,385)	-
Payroll bureau	3,556	3,391
Bookkeeping	4,510	4,351
Accountancy	3,889	4,483
Legal and professional fees	7,363	15,694
Bank charges	-	71
Depreciation	11,340	11,202
	<u>313,999</u>	<u>448,305</u>

9. OTHER

	Unrestricted funds £	Restricted funds £	Year Ended 31.12.20 Total funds £	Period 16.10.18 to 31.12.19 Total funds £
Trustees' remuneration and staff costs	14,467	-	14,467	15,706
Vehicle hire	-	-	-	137
Rates and water	190	-	190	324
Insurance	626	-	626	604
Light and heat	499	-	499	1,189
Telephone	33	-	33	33
Postage and stationery	50	-	50	102
Advertising	5	-	5	97
Property repairs	2,717	-	2,717	424
Food and drink	27	-	27	869
Purchases - Shop	36	-	36	2,407
Subcontractors	139	-	139	1,092
Carried forward	<u>18,789</u>	<u>-</u>	<u>18,789</u>	<u>22,984</u>

LONGTOWN OUTDOOR LEARNING TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

9. OTHER - continued

			Year Ended 31.12.20	Period 16.10.18 to 31.12.19
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Brought forward	18,789	-	18,789	22,984
Motor expenses	237	-	237	560
Repairs and renewals	267	-	267	275
Protective clothing	-	-	-	22
Cleaning materials and waste disposal	104	-	104	138
Training	220	-	220	210
Subsistence	7	-	7	28
Health and safety	111	-	111	138
Computer expenses	141	-	141	76
Sundry expenses	176	-	176	85
Subscriptions	39	-	39	88
Payroll bureau	284	-	284	209
Bookkeeping	360	-	360	269
Accountancy	311	-	311	277
Legal and professional fees	588	-	588	968
Bank charges	-	-	-	4
Depreciation	906	-	906	691
	<u>22,540</u>	<u>-</u>	<u>22,540</u>	<u>27,022</u>

10. NET INCOME/(EXPENDITURE)

The net income/(expenditure) is stated after charging the following exceptional item:

Bad debts £Nil (2019 - £10,770)

and crediting the following exceptional item:

Bad debts recovered £5,385 (2019 - £Nil)

11. TRUSTEES' REMUNERATION AND BENEFITS

	Year Ended 31.12.20 £	Period 16.10.18 to 31.12.19 £
Trustees' salaries	42,083	53,000
Trustees' social security	3,031	3,405
Trustees' pension contributions to money purchase schemes	9,192	15,636
	<u>54,306</u>	<u>72,041</u>

Under the Charitable Company's Articles of Association, the Head of Centre is a trustee ex officio. Mr M S Fawcett a trustee and Head of Centre, is employed and remunerated by the charitable company in his capacity as an employee as permitted by the articles. Details of his remuneration is stated above.

No other trustees were remunerated or received benefits.

LONGTOWN OUTDOOR LEARNING TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

11. TRUSTEES' REMUNERATION AND BENEFITS - continued

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2020 nor for the period ended 31 December 2019.

12. STAFF COSTS

	Year Ended 31.12.20 £	Period 16.10.18 to 31.12.19 £
Wages and salaries	193,077	219,042
Social security costs	6,921	9,609
Other pension costs	22,134	50,938
	<u>222,132</u>	<u>279,589</u>

Included in Wages and salaries are redundancy payments totalling £31,803 (2019 - £nil)

The average monthly number of employees during the year was as follows:

	Year Ended 31.12.20	Period 16.10.18 to 31.12.19
Management	5	4
Tutors	4	5
Domestic staff	3	3
	<u>12</u>	<u>12</u>

No employees received emoluments in excess of £60,000

Total trustee and key management personnel remuneration and benefits were £54,306 (2019 - £72,041)

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	107,567	35,277	142,844
Charitable activities			
Centre activities and bookings	522,211	-	522,211
Other trading activities	27,815	-	27,815
Investment income	5	56	61
Other income	667	-	667
Total	<u>658,265</u>	<u>35,333</u>	<u>693,598</u>

EXPENDITURE ON

LONGTOWN OUTDOOR LEARNING TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted fund £	Total funds £
Charitable activities			
Centre activities and bookings	432,697	15,608	448,305
Other	<u>27,022</u>	<u>-</u>	<u>27,022</u>
Total	<u>459,719</u>	<u>15,608</u>	<u>475,327</u>
NET INCOME	<u>198,546</u>	<u>19,725</u>	<u>218,271</u>

RECONCILIATION OF FUNDS

Total funds brought forward	(111)	-	(111)
TOTAL FUNDS CARRIED FORWARD	<u>198,435</u>	<u>19,725</u>	<u>218,160</u>

14. INDEPENDENT EXAMINERS REMUNERATION

	2020 £	2019 £
Fees for the independent examination of the accounts for the period	2,400	2,400
Fees for tax advisory services	-	2,400
Fees for other financial services	<u>15,816</u>	<u>16,340</u>

15. TANGIBLE FIXED ASSETS

	Plant and equipment £	Office furniture and equipment £	Motor vehicles £	Totals £
COST				
At 1 January 2020	21,331	4,192	31,586	57,109
Additions	<u>3,780</u>	<u>-</u>	<u>-</u>	<u>3,780</u>
At 31 December 2020	<u>25,111</u>	<u>4,192</u>	<u>31,586</u>	<u>60,889</u>
DEPRECIATION				
At 1 January 2020	3,302	1,205	7,386	11,893
Charge for year	<u>5,444</u>	<u>747</u>	<u>6,055</u>	<u>12,246</u>
At 31 December 2020	<u>8,746</u>	<u>1,952</u>	<u>13,441</u>	<u>24,139</u>
NET BOOK VALUE				
At 31 December 2020	<u>16,365</u>	<u>2,240</u>	<u>18,145</u>	<u>36,750</u>
At 31 December 2019	<u>18,029</u>	<u>2,987</u>	<u>24,200</u>	<u>45,216</u>

LONGTOWN OUTDOOR LEARNING TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

16. STOCKS

	2020	2019
	£	£
Stocks	<u>820</u>	<u>375</u>

17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade debtors	9,400	62,726
Prepayments and accrued income	<u>12,628</u>	<u>4,025</u>
	<u>22,028</u>	<u>66,751</u>

18. CASH AT BANK AND IN HAND

	2020	2019
	£	£
	Total funds	Total funds
	£	£
Cash in hand	248	174
Bank account no 1	62,324	173,465
Bank account no 2	-	100
Bank deposit account	52,408	30,005
Bank deposit account 2	-	19,625
Total	<u>114,980</u>	<u>223,369</u>

19. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade creditors	1,772	9,249
Corporation tax	5	5
Social security and other taxes	4,678	3,063
Sundry creditors and accruals	4,833	21,221
Deposits in advance	<u>37,236</u>	<u>38,786</u>
	<u>48,524</u>	<u>72,324</u>

20. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2020	2019
	£	£
Within one year	997	1,250
Between one and five years	274	1,270
In more than five years	<u>3</u>	<u>4</u>
	<u>1,274</u>	<u>2,524</u>

LONGTOWN OUTDOOR LEARNING TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

21. ACCRUALS AND DEFERRED INCOME

Education advisory support income is deferred so as to recognise the income at the time the service is provided.

	2020	2019
	£	£
Deferred income brought forward	45,227	54,402
Income invoiced in period	53,076	62,241
Deferred income carried forward	<u>(37,371)</u>	<u>(45,227)</u>
Income recognised for the period	<u>60,932</u>	<u>71,416</u>

22. MOVEMENT IN FUNDS

	At 1.1.20	Net movement in funds	At 31.12.20
	£	£	£
Unrestricted funds			
General fund	198,435	(109,752)	88,683
Restricted funds			
CT Wilson Bursary fund	19,725	(4,536)	15,189
TOTAL FUNDS	<u>218,160</u>	<u>(114,288)</u>	<u>103,872</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	222,236	(331,988)	(109,752)
Restricted funds			
CT Wilson Bursary fund	15	(4,551)	(4,536)
TOTAL FUNDS	<u>222,251</u>	<u>(336,539)</u>	<u>(114,288)</u>

LONGTOWN OUTDOOR LEARNING TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

22. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 16.10.18 £	Net movement in funds £	At 31.12.19 £
Unrestricted funds			
General fund	(111)	198,546	198,435
Restricted funds			
CT Wilson Bursary fund	-	19,725	19,725
TOTAL FUNDS	<u>(111)</u>	<u>218,271</u>	<u>218,160</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	658,265	(459,719)	198,546
Restricted funds			
CT Wilson Bursary fund	35,333	(15,608)	19,725
TOTAL FUNDS	<u>693,598</u>	<u>(475,327)</u>	<u>218,271</u>

23. RELATED PARTY DISCLOSURES

During the year, the charitable company, as licensor, entered into a grazing licence agreement with Mr E D Philips, partner of Ms C Bullock, a trustee of the charitable company, for a fee of £1 (2019: £1). Amounts outstanding at the year end - £ nil (2019 - £ nil)

During the year, Ms J Sellar, trustee of the charitable company, provided services to the charitable company as a freelance instructor for the sum of £ nil. (2019 - £ 1,078). Amounts outstanding at the year end - £ nil (2019 - £ nil)

24. PENSION COMMITMENTS

The charitable company ceased its participation in the Northamptonshire Local Government Pensions Scheme (LGPS) during the year.

Employees whose contracts of employment were transferred to the charitable company from Northamptonshire County Council were covered by the LGPS, administered by Northamptonshire County Council. The LGPS is a funded defined benefit pension scheme. Under the terms of the transfer agreement the employees pension entitlements were deemed to be fully funded as at the date of transfer and will remain so, provided that a predetermined percentage of the employees salary is paid in to the LGPS on an ongoing basis. As a result, the scheme is accounted for, as if it were a defined contribution scheme and the cost of participating in the scheme is taken as equal to the contributions payable to the scheme for the accounting period.

The charitable company also operates a separate defined contribution pension scheme which continues and employees who were enrolled in the ceased LGPS have been able to join this scheme.

LONGTOWN OUTDOOR LEARNING TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

24. PENSION COMMITMENTS - continued

Contributions for both schemes are aggregated and charged to the Statement of Financial Activities in the period which they are payable. The pension charge for the period represents contributions payable to the schemes of £22,134 (2019 - £50,938). Contributions outstanding at the period end were £nil (2019 - £10,535).

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.