

Agents of Change



**Educational Centres Association
2008 – 2009
Annual Report and Accounts**

Annual Report 2008 – 2009

Educational
Centres
Association



Educational Centres Association

President Emeritus
Vice President

Prof. Brian Groombridge MA, PhD, DUni, Kt Finland
Prof. Brian Johnson BSc, MA, PhD, FRS, FRSEAF

National Executive Committee

President
Chairman
Vice Chairman

Vacancy
Bernard Godding*
Chris Minter*

Hon. Secretary
Treasurer

Vacancy
Naomi Godding*

Regional Executive Members:
Eastern

Barbara Isherwood*
Judith Robinson* (from July 08)
Graham Eldridge (until July 08)

North
West

Walt Crowson*
Paul Olver*
Christianne Wakeham*

South

Vacancy

Co-opted

Rosalie Byrne* (from September 08)

Staff

Administration & PA
Administration Assistant
Finance Assistant
Flexi-Path Project Worker
Media Assistant
Project Assistant
Examiner of Accounts

Karen Read
Susie White
Rosey Wildman (from December 08)
Trish Kreft (from March 09)
Tor Brierly (until September 08)
Kate Hodges (October 08 – January 09)
Sexty & Co

Registered Office & Correspondence Address:-

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Norwich, NR4 6HQ

Tel: 08442 495594
Fax: 01603 469292

Email: info@e-c-a.ac.uk

Website: www.e-c-a.ac.uk

Registered Charity No. 313302

Current trustees*

Structure, Governance and Management

The Educational Centres Association is an adult education and intergenerational learning Charity which was founded in 1920 as the Educational Settlements Association.

It is a membership body governed by a written Constitution that was amended at a Special General Meeting in September 2008 following consultations with the Charity Commission. This document prescribes the form of the National Executive Committee (NEC) whose members have Trustee status. The NEC met six times during the year covered by this report.

The officers of the Charity are elected at periodic intervals by open meeting, based on nominations from amongst all registered members.

Regional members of the NEC are elected by postal ballot of members in the designated area.

Notice of nominations and details of elections are circulated in line with the Constitution. Where specific expertise or experience is sought this is identified in the supporting documents and may result in targeted recruitment to co-opted positions. The NEC may establish Thematic or Regional Committees which have sub-committee status, relating to the conduct of the charity's business and employment of staff.

Policy statements have been agreed and are periodically reviewed.

The work of the charity is undertaken by volunteers from the NEC and part-time administrative staff together with project staff employed on short term contracts to: -

- a) Undertake specific project activities
- b) Develop the work of the Association and secure additional funding
- c) Assist in the financial management of the Association
- d) Assist with administrative duties within the office

A website with a designation www.e-c-a.ac.uk is hosted by internet service provider Paston Chase and managed through the National Office. The site was re-launched with additional functionality the previous year and the content has since been considerably expanded.

The Association is a member of the European Association for the Education of Adults (EAEA), National Council for Voluntary Organisations (NCVO) and Voluntary Norfolk, as well as in reciprocal membership with the National Institute for Adult Continuing Education (NIACE) and it retains links with the North Sea Commission. Membership of the Community Sector Coalition (CSC) has led to an active role over two years in the DEFRA funded Every Action Counts. During the year the Association contributed to and signed the DIUS Informal Adult Learning Pledge and joined the Campaigning Alliance for Lifelong Learning (CALL) campaign.

Objectives and Activities 2008/09

The Association exists to promote the **informal and non-formal education of adults and intergenerational learning.**

In particular it seeks to encourage the development of centres of adult learning 'Educational Centres' through: -

1. enabling them to work in partnership
2. promoting active citizenship through involvement of students and staff in their management
3. advocating that suitably equipped and sustainably managed buildings are provided
4. encouraging the exchange of information & providing training and consultation events for staff and learners in the sector
5. organising conferences and publishing material about and in support of their work
6. undertaking educational experiments and projects, especially relating to sustainability, citizenship and intergenerational learning
7. pursuing research and enquiry into the education of adults and intergenerational learning

In the period in question this has been achieved through: -

- Maintaining contact with the work of a number of agencies in the West Midlands and maintaining links with colleagues in Finland.
- Working with other European agencies concerned with citizenship education, learning for sustainable living and participative approaches in adult education.
- Initiating collaborative activities relating to equalities and citizenship education in Leicester.
- Individually and collectively engaging the Ministers and officials at DIUS on issues relating to adult learners and the frameworks for educational provision in which they are participating or wish to take part, through the CALL Campaign and the Informal Adult Learning Consultation.
- Continuing to play a significant role in the participative methods of the TEACH citizenship project through the lead tutor who has now contributed to these courses across Europe.
- Undertaking specific projects on inclusion and biodiversity as part of playing an active role in the Every Action Counts Consortium promoting sustainability in local communities.
- Contributing to empowerment initiatives and citizenship consultations linked to the Department for Communities and Local Government's 'Communities in Control' White Paper and training for tutors in European citizenship education through contributions to TEACH courses.
- Maintaining effective communication; in the case of the Flexi-Path Project team through the use of voice over internet (Skype) to maintain contacts within that partnership.

- Continuing to maintain a lively and informative website; here we recognise the work of members of the staff team in the National Office who have maintained extremely high standards.
- Playing an active role in the Community Sector Coalition including campaigning and advocacy especially relating to the global financial crisis.
- Organising conferences at: -
 - Westminster, London, on the topic of 'The Environment as an Informal Adult Learning Issue'.
 - The Resource Centre, London, in connection with the AGM.
- Contributing to the Government's Informal Adult Learning Pledge and responding to the Learning Revolution White Paper.
- Participating in a Grundtvig contact seminar in Brussels on the theme of sustainability.

Achievements and Performance

European Projects

Flexi-Path

The ECA is the UK partner in the Flexi-Path project with partners from Estonia, Germany, Italy, Spain, Switzerland and Romania. It is funded by Leonardo, part of the European Commission's Lifelong Learning Programme. The project, which runs until autumn 2010, aims to devise a common framework for vocational qualifications (EQF). This framework could be adapted by all training agencies across the continent, enabling adult education staff trained in one place to more readily find employment at a similar level elsewhere in Europe - therefore meeting the ideal of increased labour mobility across the European Community. The ECA has employed Trish Kreft, a Learning & Development Consultant, as a project worker for the project.

Bernard Godding and Judith Robinson (Trustees) attended the first project meeting in Bonn, Germany in January 2009. The meeting was hosted by the German Institute for Adult Education, who are acting as the project co-ordinator. Over the two days, the framework was set for a research programme which seeks to harmonise training and qualifications for adult education professionals in all member states.

During the first phase of the project each partner country reviewed a sample of qualification models and compiled a national report. This has enabled the common elements to be identified and a better understanding of the job roles that adult education professionals fulfil. Emphasis has been placed on the key knowledge, skills and competencies that are represented.

A final synthesis report is currently being written and will provide the basis of the next work package, the design of the common competency profile, which should lead to consistent European terms of reference.

The National Office has established effective links with other UK agencies undertaking EQF related projects funded by Leonardo and a meeting is being planned.

TEACH

Trustee Judith Robinson continues to play a major role in the European active citizenship courses organised by our Finnish colleagues for the TEACH project. ECA is also supporting EuroPol, a spin-off from TEACH, which encourages individuals and groups to become more active in traditional politics – voting, decision making and all the other skills needed to change one's community for the better. UK involvement has a special emphasis on getting this message across to British Sign Language users but welcomes anyone who might be interested in seeing the teaching materials being created.

ECA regularly disseminates EuroPol publicity and receives regular reports on the progress of the project thus enabling ECA's vast network of contacts to be the conduit for EuroPol publicity. For more information about EuroPol, visit the website: www.politicscanbefun.eu

Teddybear

The ECA's successful work on the European intergenerational project Teddybear is still being recognised as outstanding. The project has been featured in 3 publications this year as an example of best practice. It has appeared in 2 ECOTEC Grundtvig Project Handbooks – 'Sharing Success' and 'Learning Together' as well as 'Routes to Empowerment - A Community Sector Perspective' published by the Community Sector Coalition.

The strength of the partnership formed by Teddybear can be seen by Sastamala College, Vammala, Finland, one of the project partners, inviting the ECA's President Emeritus, Brian Groombridge, to follow up his previous project-visit and spend 3 days with them in September 2008.

European Association for the Education of Adults

ECA Trustee Paul Olver represented the Association at the EAEA AGM held in Ireland.

Sustainability

'The Environment as an Adult Learning Issue'

In response to the DIUS Adult Learning Consultation 'Shaping the Way Ahead' the ECA held a conference in Westminster, London entitled 'The Environment as an Adult Learning Issue'. The audience for the event was varied with delegates from organisations focusing on education, environmental issues and the media. The programme included Keynote speaker Further & Higher Education Minister David Lammy MP (DIUS), Sophie Duncan (BBC), Mark Walton (Every Action Counts), Professor Shirley Ali Khan (Bulmer Foundation), Alan Tuckett (NIACE), Peter Templeton (WEA) and Joy Greasley (NFWI).

The delegates gave very positive feedback on the conference which was personally endorsed by Joan Ruddock, the Minister for Climate Change, Biodiversity and Waste. In connection with this initiative we brokered a special edition of the NIACE publication Adults Learning in April 2009 to be devoted to environmental issues and sustainability.

Every Action Counts (EAC)

The ECA continued its work on Every Action Counts up until March 2009 when the project came to an end.

As part of this work we submitted a policy paper on 'The Role of Adult and Family Learning in Supporting Sustainable Communities' and contributed to the EAC publication 'Every Action Counts for our board – a guide to smart and sustainable governance'. We continued to promote the initiative to voluntary and community groups and received extra funding to provide workshops and outreach work to organisations that consisted of older, younger and disabled people.

Our work was celebrated in a film produced towards the end of the project. It featured 3 selected bodies from the 27 organisations involved in the Consortium. Bernard and Susie White took part in the filming which also featured Community Champion Helene Rinaldo and the Voluntary Norfolk Environment Group both recruited by the ECA to the initiative.

Bernard Godding contributed to an Adult learning legacy planning seminar organised by BTCV, a Consortium member, to discuss ways in which the lessons learnt from EAC could be taken forward through an increased focus by relevant agencies on adult learning. He also attended and contributed to an earlier seminar on the planning for an overall legacy from the project.

Grundtvig Sustainability Seminar

In pursuit of successor funding Bernard participated in a highly focused and widely representative Grundtvig contact seminar on sustainability organised by the Belgian National Agency in Brussels.

NIACE Inquiry into the Future for Lifelong Learning

The ECA submitted evidence to the NIACE Inquiry into the Future for Lifelong Learning under the lifelong learning and sustainable development section. We cited the importance of training in citizenship and basic science skills; enabling people to feel empowered to act and have a greater awareness of the link between environmental and social justice, as well as developing an understanding of the reasons why their behaviour-change is so important. Our evidence highlighted the importance of using the Inquiry to generate practical ideas that can be taken forward.

Green Family Learning Project

The Association secured resources from a local charity to employ fundraising consultant Helen Read to develop its project proposal for the 'Green Family Learning Project' to be submitted to the National Lottery's Family Learning Fund. The project would have developed and piloted strategies to explore environmental issues through family learning via workshops and short courses, culminating in the origination of a Green Family Learning resource pack. The partners for the project included the local authority Family Learning Teams from Norfolk, Leicester and Herefordshire where the project would have been carried out and NIACE.

Unfortunately the bid was unsuccessful. We are currently seeking other funding for this project as our consultation work with families demonstrated that both parents and children want to take part in learning together around these issues.

Greener Living Fund

The ECA submitted a proposal to the DEFRA Greener Living Fund. This was inspired by our research on intergenerational learning linked to environmental issues. It envisaged an extended partnership to include additional education bodies working with parents and children together in the context of the primary school and the wider community. The funding opportunity was highly competitive and despite scoring highly, the ECA was not invited to bid in the second round.

Forum for Gardening with Wildlife in Mind

Susie White attended the Forum's 'Wildlife Gardening Day' event at London Zoo. The event provided useful resources for community groups involved in Every Action Counts.

Equality and Empowerment

Good Relations

The Association received funding from the Equalities & Human Rights Commission to carry out work in Leicester. The project ran from Summer 2008 to March 2009. It employed a project worker, Jade Walsh, on a consultancy basis. The project involved providing educational advice as well as a programme of intervisiting between diverse minorities in the city to help build a mutual understanding and learning about one another. The project was strongly supported by former Chair of the Leicestershire LSC herself a professional journalist and Charity Trustee.

Campaigning & Advocacy

The ECA was one of the organisers of the 'East Midlands Make a Difference Roadshow' which took place in Leicester on the 5th December 2008. It joined with Leicester City Council, LeicestHERday Trust, Novas Scarman and NAVCA to put on the event aimed at voluntary sector organisations, support provider/umbrella or second tier organisations, front line organisations and individual campaigners. Local MP and former Secretary of State for Health, Patricia Hewitt took part in the event. This provided delegates with tools and training for advocacy and campaigning, contacts and networking opportunities, information on materials, resources and funding available, insights into local, regional and national decision-making processes, an understanding of issues of independence, legitimacy, accountability and an introduction to evaluation of campaign effectiveness and support.

Subsequently Bernard contributed to a workshop which resulted in an advisory publication on successful campaigning later published by Novas Scarman as 'Campaigning is OK! – they might not like it, but it gets things done'.

Leadership

As an active member of the Community Sector Coalition the Association has been involved in its Leadership Programme. Following an initial NEC seminar, the 2008 AGM and conference took Leadership as its topic and featured Hazel Capper from the Coalition speaking about the programme and the training course that was being developed.

Bernard contributed to the development of the Toolkit for Trainers of Facilitators and this was subsequently published as 'Liberating Leadership - Practical Resources for Community Groups'.

Foresight: Mental Capital & Wellbeing

The ECA's President Emeritus Professor Brian Groombridge continued to represent the ECA in the High Level Stakeholder Group for the FORESIGHT Mental Capital and Wellbeing programme. The group provided strategic oversight and guided the development of the stakeholder engagement document. The project aimed to produce a challenging and long-term vision for maximising Mental Capital and Wellbeing in the UK in the twenty-first century both for the benefit of society and for the individual. Brian's contribution to the project included making sure that older people's interests and needs, particularly as learners, were adequately recognized along with the abilities of older people, in a generally aging society, to manage their own lives and to act as a resource for the wider community. He also stressed that the nature of creativity and support for creative processes should be articulated in the document. However he continues to regret the lack of explicit reference to climate change within the report.

The Mental Capital & Wellbeing findings were launched by the Government Chief Scientist on the 22nd October 2008. The process has continued since; and there is to a review in November 2009 at which Brian hopes the omission of climate change will be repaired.

ECA Regional Work

North West Region

The ECA partnered its Manchester based member organisation, the Learning, Skills & Employment Network (LSEN), to hold the 'Better Together – Building Social Capital through Co-operative Community Based Learning' Conference on the 19th March. Walt Crowson, the elected ECA North West Regional Representative and Co-ordinator of LSEN, organised the event with the support of Debbie Bown, the LSEN Information and Support Officer, and members of staff from the Community Network for Manchester of which the LSEN is a thematic partner.

The conference attracted over 100 participants, all of whom had an interest in informal adult learning or were actively involved in delivering adult informal learning activities in communities across Manchester and provided them with the opportunity to discuss issues of common concern and to share good practice. The conference also provided a number of expert witnesses from the fields of

social capital, active citizenship and new technology who provided a range of thought provoking workshops for the participants

The conference was able to map all the community learning activities available across the city and identify the key principles and benefits of this type of learning, assess its importance in growing social capital and finally explored the range of techniques available to measure the impact of this learning on individuals and communities. It saw the start of the process to link this provision together to create community learning pathways which can be more easily accessed by local communities.

West of England Regional Group

The West of England Regional group remains active holding regular meetings. Each meeting has a guest speaker and provides updates on funding opportunities for third sector organisations. The group continues to be a valuable forum for a wide range of organisations to meet together, exchange information and good practice, and identify partnership opportunities. It is hoped that new intergenerational learning opportunities may soon be identified through work with Herefordshire Council on a successor to the very successful Grundtvig TEDDY BEAR project.

Herefordshire EarthWatch

West Midlands elected ECA Regional Representative Christianne Wakeham organised Herefordshire EarthWatch 2008. The event marked World Environment Day and the International Year of the Planet. It aimed to raise awareness and understanding about climate change, empower local people to take action to minimise their impact on the environment and promote sustainability for future generations. There was a range of hands-on displays, interactive exhibits, films, talks and fun activities suitable for all ages which explored the themes around climate change.

Partnerships

The ECA has continued in active membership of the Community Sector Coalition and as such has engaged in national coordination meetings and worked with the CEO & core staff to develop agendas relating to adult learning and VCS infrastructure.

Policy & Political Perspectives

Although the Association is apolitical it does benefit from opportunities to meet senior civil servants and politicians.

The ECA was represented at a Community Sector Coalition meeting with David Rossington of Communities & Local Government in July '08.

Bernard took part in Roundtable Discussions regarding the Learning Revolution prior to the paper's publication and liaised with the DIUS official over the Informal

Adult Learning Pledge. Some of the ECA's suggestions / amendments were incorporated into the Pledge, which the Association has then signed.

The ECA signed up to the CALL Campaign in October 2008 and Bernard attended a meeting and contributed a piece to the edition of NIACE's Adults Learning in February 2009 that took the campaign as its focus.

Archives

The ECA archive has been temporarily relocated from Leicester to the Institute of Education in London. Dr Mark Freeman from the Department of Economic and Social History at the University of Glasgow is currently using the documents to research the history of educational centres. It is planned that a publication will arise from this work and that information gleaned will be helpful in celebrating the Association's 90th Anniversary in 2010.

Advancing Communications

With Tor Brierley in place as Media Assistant the website continued to grow with dedicated time being spent on its development, including voice clips from the May sustainability conference. This has led to a large increase in the volume of traffic to the site. Since Tor's departure the site has been maintained by the other office staff members who have developed their skills and contributed their insights such that the traffic has continued to grow.

Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Mar 2006	98	136	712	1777	16.80 MB
Mar 2007	283	347	995	4003	123.97 MB
Mar 2008	479	930	29183	42084	386.27 MB
Mar 2009	797	1371	57023	85045	803.09 MB

The office has continued to make use of Skype for communications relating to national and international project work.

Staffing and Staff Development

Exceptional hard work by staff has resulted in considerable achievement in project work within the year and this has been recognised internally and externally. Due to changes in project activity, there has been a restructuring of staffing in the office. Karen Read has taken a more substantial role in project management and fundraising while Susie White has moved to an administrative role. In addition to this Rosey Wildman has been appointed as Finance Assistant to support the National Treasurer, Naomi Godding. Her role has included establishing a computerised finance system. Kate Hodges returned to work for the Association for a temporary period as a Project Assistant for Every Action Counts. Jade Walsh was temporarily employed as a locality worker on the

Leicester based 'Good Relations' project. The ECA's Media Assistant Tor Brierley left the Association in September 2008 to move to a post in London.

We have employed one agency worker during this year. This was Helen Read from 'capacityBOOST' to work on the 'Green Family Learning' National Lottery.

We would like to congratulate Karen Read on her successful completion of her OU fundraising course – 'Winning Resources & Support'. Karen's experience has already contributed to more professional bid writing which will help the Association to secure additional funding.

Susie White has received in-house training on maintaining the ECA website.

Both Karen and Susie took part in a Project Management course

Retirements

Graham Eldridge has retired from the NEC. We would like to thank him for all his much appreciated work and support over his years as a Trustee and particularly the expertise he contributed to the South & East Region.

Financial Review

Policy on Reserves

The Trustees seek to maintain a minimum balance of £25K as a reserve. Reserves are held on deposit with the COIF Charities Deposit Fund. Urgent and extensive enquiries were undertaken at the peak of the global financial crisis to ensure as far as possible that the fund managers were robust and that Government guarantees were extended in the event of a failure. Work undertaken in conjunction with the Community Sector Coalition pressed matters with the Office of the Third Sector and the Financial Standards Agency.

Trustees' Expenses

Expenses were paid to Trustees during the year to reimburse them for travel and subsistence in connection with and purchases made on behalf of the charity. In addition expenses were covered for improvements to electrical systems in the National Office which forms part of the home of Trustees Naomi and Bernard Godding.

Trustees' Indemnity Insurance

No charitable funds have been used to purchase insurance to indemnify the Trustees against the consequences of any neglect or default on their part.

Accounting Policies

The Educational Centres Association is a registered charity and as such is governed by the Charities Act 2006. Under this Act and the Charities (Accounts and Reports) Regulations 2005, it is classified as a small charity since it has gross income or total expenditure of not more than £100,000 per annum. The Act therefore entitles this charity to take advantage of the more limited and simplified presentation of its financial statements. As a result of this and to be consistent with prior years, only a Receipts and Payments Account has been prepared and presented. During a transitional period parallel manual and electronic accountancy records have been maintained prior to implementation of full computerised accounting.

Sustainability

The ECA continues to use and update its 'Sustainable Development Action Plan' created by using Every Action Counts tools. The document helps us to review our policies and plan the changes to be made.

We have now implemented a 'Green Events Policy' for all ECA planned events. Where travel is undertaken on behalf of the Association every effort is made to book multiple engagements. Rail is the preferred mode of travel with advanced booking encouraged to take account of any discounts.

Funding

DEFRA

Bids under Every Action Counts, the sustainability project managed by the Community Development Foundation, continued to progressively strengthen the Association's financial position. However this funding came to an end on 31st March 2009.

The European Commission

The Association has received funding under the Leonardo programme as a partner in the Flexi-Path project which runs from 2008 -2010

Equalities & Human Rights Commission

We received funding to carry out the Good Relations project in the city of Leicester. The project duration was notionally from June 2008 – March 2009

Key Relationships

The Community Sector Coalition contributed towards the ECA's conference and AGM in 2008 and the September NEC meeting as part of their Leadership Programme

NAVCA provided funding for the Campaigning & Advocacy Roadshow held in Leicester that was organised by a partnership including the ECA

Financial support from Norwich charity Family First enabled the Association to employ a professional fundraiser to develop a major Lottery bid.

Further Financial Review Details

The principal sources of funding are Membership subscriptions, contract payments for the Diversity strand of Every Action Counts and the annual grant from DIUS. Following further review by NIACE on behalf of the Department there was again an above inflation increase in the Department's grant (20%) bringing the income from that source to £21,200.

The overall trend of Membership subscriptions continues downwards due to the closure of or financial threat to former members and the consequent decision to freeze increases over a number of years.

Support for Key Objectives

The move towards project type activity and reduction in the number of conferences offered reflects in part the fact that the Association is becoming better known and has a higher profile in its chosen fields. It also reflects the changing nature of the grants from DIUS to the National Associations. The NEC therefore decided that externally funded project activity would be its preferred option. Key areas for our engagement are; staff development, citizenship, inter-generational learning (including family learning), adult learning in culture, creativity and the arts, sustainability and the uses of ICT related to the foregoing. For the future it will be exploring a wider range of funding sources across Government and in the wider funding and contracting arena.

Accommodation

The National Office is located at the private residence of two national officers. Here a rent-free room has been dedicated to the Association's business for ten years. It is a priority to establish an independent sustainable base of operations for the charity where current staff can be conveniently housed. However in the interim, refund of expenditure associated with the effective running of the operation, including Health & Safety and energy conservation, has been approved.

Key Players

The organisation remains heavily dependent on the hard work and good will of relatively few individuals for its continuing success. The increasing strength of the head office team has resulted in considerable achievements which are widely recognised by our funding agencies and project partners. There is a broad regional spread amongst our trustees who represent us effectively in their own localities.

Future Plans

A formal Business Plan has been developed that helps us to focus on key agendas, for example as noted previously there is a case for linking the work in citizenship and sustainability more explicitly.

Strengthening our European profile and realising the potential of the TEACH and Teddy Bear Projects and Every Action Counts have been significant developments for us. As anticipated they have called for different patterns of accountability and it is important that we have the skilled and knowledgeable staffing and trustee support to manage such increasingly complex agendas.

We intend to work collaboratively to secure core funding which will enable the charity to maintain its position through a time of stringency and remain prepared to grow and build on our achievements of recent years.

In Memoriam

We lament the passing of ECA members Chris Springham and Andrew Murray. Chris Springham, the former Vice Principle of The City Lit., maintained a personal interest in the Association and was a regular supporter at the ECA's regional conferences.

Andrew Murray was Chair of Governors at the North-West Essex Adult Community College. A longstanding member of the Eastern Region committee, he served as the region's Treasurer for a long period and contributed to the Association's seminal position paper on Accountability in Further Education which stressed to Government the need for learner participation in all aspects of governance.

The Chairman represented the Association at the memorial service for Andrew Fairbairn, the former ECA Vice President and Director of Education for Leicestershire, who played a leading role in the development of theory and practice in community education. He was a powerful advocate for adult learning and saw this as a central tenet of the Community College philosophy which he promoted widely during the 1970s.

INDEPENDENT EXAMINERS' REPORT
TO THE TRUSTEES OF
THE EDUCATIONAL CENTRES ASSOCIATION

We report on the accounts of The Educational Centres Association for the year ended 31 March 2009 which are set out on the following pages.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 and that an independent examination is required.

It is our responsibility to:

- examine the accounts (under section 43(3)(a) of the 1993 Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- state whether particular matters have come to our attention.

Basis of independent examiner's statement

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with our examination, no matter has come to our attention:

- 1 which gives us reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 Acthave not been met; or
- 2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**124 THORPE ROAD
NORWICH
NR1 1RS**

**SEXTY & CO
CHARTERED CERTIFIED ACCOUNTANTS
AND REGISTERED AUDITORS**

DATE : 6 OCTOBER 2009

**EDUCATIONAL CENTRES ASSOCIATION
RECEIPTS AND PAYMENTS ACCOUNT
For the year ended 31st March 2009**

Receipts	£	2009	£	2008	£
Voluntary Sources					
Subscriptions	2,906			3,492	
Donations	25			25	
DfES/DIUS	<u>21,200</u>		24,131	<u>17,700</u>	21,217
Conference fees - National			4,428		130
Projects - U K - Every Action Counts	1,500			26,417	
EAC Diversity	7,700			-	
EHRC Good Relations	6,705			-	
International - General	-			291	
Teddybear	-			2,631	
TEACh	6,440			-	
Flexi-path 2008-09	415			-	
2009-10	11,239			-	
Green Family Learning Lottery bid	<u>8,714</u>		42,713	<u>-</u>	29,339
Miscellaneous					
Expenses Reclaimed	1,332			-	
PAYE Tax Refund re Prior Year	522			-	
Other	<u>270</u>		2,124	<u>-</u>	-
Investment income					
Interest received			<u>1,415</u>		<u>1,957</u>
Total receipts			<u>£74,811</u>		<u>£52,643</u>
Payments					
Direct charitable expenditure					
Conferences					
National	14,628			1,671	
Telephone	356			370	
Salaries/fees	5,274			5,806	
Information services	<u>1,165</u>		21,423	<u>1,277</u>	9,124
Subscriptions			283		-
Projects					
U K - Every Action Counts	5,616			25,457	
EAC Diversity	7,627			-	
EHRC Good Relations	6,558			-	
International - General	564			529	
Teddybear	139			4,855	
Flexi-path 2009	1,620			-	
Green Family Learning Lottery bid	<u>10,764</u>		32,888	<u>-</u>	30,841
Other expenditure					
Stationery and photocopying	436			871	
Salaries	3,244			-	
Printing and publications	-			416	
Postage and telephone	49			942	
Travel and subsistence	1,755			1,957	
Information services	172			2,553	
Meeting expenses and room hire	1,816			439	
Representation	-			137	
Insurance	71			339	
Accountancy	617			723	
Staff training	995			422	
Office Equipment	<u>1,034</u>		10,189	<u>-</u>	8,799
Total payments			<u>£64,783</u>		<u>£48,764</u>
Net receipts for the year			10,028		3,879
Bank balances brought forward			<u>38,339</u>		<u>34,460</u>
Bank balances carried forward			<u>£48,367</u>		<u>£38,339</u>

EDUCATIONAL CENTRES ASSOCIATION
STATEMENT OF ASSETS AND LIABILITIES
at 31st March 2009

	31 st March 2009	31 st March 2008
	£	£
Monetary Assets		
COIF Charities deposit account	30,766	34,430
Bank balances	17,601	3,909
	<u>£48,367</u>	<u>£38,339</u>

Other Assets

Held for functional use by the charity

Computer equipment costing £1,034 in 2008/09, £1,932 in 2008/08, £1,616 in 2006/07 and several small items of office equipment purchased over a number of years.

After date receipts/payments

During the year £11,239 was received in Euros as an advance in respect of the Flexi-path project for expenditure to be incurred after the 31 March 2009. This sum is based on the exchange rate at the 31 March 2009.



Bernard Godding (Chairman)

Date – 6 October 2009

On behalf of the Trustees

EDUCATIONAL CENTRES ASSOCIATION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2009

1. Accounting policies

The accounts are prepared on a receipts and payments basis as permitted under section 43(2) of the Charities Act 1993.

Income received and expenditure incurred in respect of specific projects has been shown as such in these Accounts.

The development in recent years of an increasing number of projects undertaken by the Association requires a different approach to the budgeting. Introduction of computerised accounting now enables us to attribute costs such as information services on a notional basis to the various projects, and this is reflected in the Accounts, where only residual sums are specified under general headings.

2. Foreign Currency Receipts

A Euro bank account has been opened in respect of the 2009/10 Flexi-path project, the funding for which is received in Euros. The balance on this account has been translated into sterling at the rate applicable at the Balance Sheet date.