



HENRIETTA PARKER TRUST
Charity Number: 312094

Annual Report and Accounts

Year Ended 31 March 2022

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HENRIETTA PARKER TRUST
Charity Registration No. 312094

Legal and Administrative Details

The principal address of the Charity is as follows:

Henrietta Parker Trust
Molesey Henrietta Parker Adult Learning
Ray Road
West Molesey
Surrey KT8 2LG

The addresses of other relevant officials are as follows:

Representing the County Council as Trustee:

Councillor Julie Iles
Cabinet Member for All-Age Learning
Woodhatch Place
Reigate
RH2 8EF

Lead County Council Officers:

Francis Lawlor
Service Principal Surrey Adult Learning
Woking Adult Learning Centre
Hoebridge Close
Woking
GU22 9PE

Ms Anna D'Alessandro
Treasurer to the Charity
Corporate Finance Group
Surrey County Council
Woodhatch Place
Reigate
RH2 8EF

HENRIETTA PARKER TRUST
Charity Registration No. 312094

Legal and Administrative Details

BlackRock Investment Management (UK) Limited
33 King William Street
London
EC4R 9AS

Independent Examiner
DSK Partners LLP
Chartered Accountants and Statutory Auditors
D S House
306 High Street
Croydon,
Surrey
CR0 1NG

HENRIETTA PARKER TRUST
Charity Registration No. 312094

Structure, Governance and Management

Surrey County Council (SCC) is responsible for managing and administering the Henrietta Parker Trust Fund (HPT), which is a registered charity (#312094).

The Charity is governed by a Scheme from the Charity Commissioners for England and Wales sealed on 1 February 1984.

'The Board' was set up early March 2016. It consists of:

County Council as Trustee:

Councillor Julie Iles, Cabinet Member for All-Age Learning (Chair of the HPT)

County Council Lead Officers:

Ian Burrows, Elmbridge Borough Council

Francis Lawlor, Principal Surrey Adult Learning

Following the formation of the new management board in 2017, there was a major up-turn in the level of activity. Participation did fall during COVID lockdown, but participation levels at the Henrietta Parker and other adult learning centres is recovering and the programme offer has developed further during 2021/22. The offer of subsidised computing courses has been extended to include other centres because of increased demand. Other projects (e.g. website development) continue, and new projects are in the pipeline (e.g. Cookery at Woking). Additionally, there continues to be an increased focus on developing the 'Passport to Wellbeing' programme for adults recovering from mild to moderate mental health difficulties.

The profile of the programme continues to be raised through varied and new marketing strategies and the commitment and increased awareness of staff.

The project to build a workshop on the grounds of the Henrietta Parker Centre to enable DIY skills to be delivered completed towards the end of 2021. Local communities have used the workshop for woodwork and to teach individuals with learning difficulties. The workshop has been equipped with woodworking desks and tooling to enable delivery of practical teaching and learning.

A key objective for the next year is to work with local community groups and local businesses to attract more male residents to use the workshop, to engage in learning and to reduce isolation and loneliness.

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Restrictions to the operation of the Charity

Specific restrictions to the operation of the charity as specified by the Charity Commissioners are as follows:

Cash Investment

“Subject as hereinafter provided and to any further direction of the Charity Commissioners all sums of cash now or at any time belonging to the Charity, other than sums of cash needed for immediate working purposes, shall be invested in the name of the Official Custodian for Charities.”

Annual Report for the year to 31 March 2022

Statement of Public Benefit

The County Council has paid due regard to the guidance on public benefit produced by the Charities Commission and are confident that the work of the charity meets all the criteria for public benefit.

Objectives, Organisation and Activity

The Charity is established to promote the education of the public by providing technical and manual instruction in the domestic sciences and allied subjects.

The Henrietta Trust fund dates from 1927 and was bequeathed for the funding, in Molesey, of a ‘School or Institution for technical and manual instruction in Cookery, Laundry Work and Hygiene’.

As to fees people were to be admitted ‘either without payment on specified terms, so that no preference is given to any person or class of person’.

It came to serve any adults (i.e. persons over the compulsory school age) who wished to learn from a curriculum defined as “Home and Family Studies” in the Molesey area. The current Henrietta Parker Centre was established when the former location in East Molesey had fallen into disrepair in the 1980’s. Trust fund monies were used to convert the former school accommodation into an adult learning centre.

In 1984 the scheme was amended and approved by the Charity Commission with the Object of the Charity to promote education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects, either free of charge or payment of such reasonable fees that the Trustees may from time to time see fit. Henrietta Parker House was in West Molesey and the Charity Commission Order confirmed that SCC would provide premises for an adult education centre that, at the current Ray Road site, would be called the Henrietta Parker Centre.

HENRIETTA PARKER TRUST

Charity Registration No. 312094

Annual Report for the year to 31 March 2022 (continued)

Background

The Henrietta Parker Trust Fund supports the provision of learning for adults predominantly in Elmbridge, through the Molesey Adult Learning Centre (Henrietta Parker Centre). In addition, learning opportunities are being supported in a few other centres and community venues.

The Trust fund is used to support access to learning, to provide and improve facilities at the Centre and to promote and engage the local community in the learning programmes provided. While many courses are funded from a grant from the Education and Skills Funding Agency and the contribution made by learners through fees charged, there are many in the community who require further support in order to be able to access learning. The Trust is enabling this to happen.

Review of progress and achievements during 2021/22

During the 2021/22 academic year, there were 701 learners and 1,257 enrolments on courses administered by the Molesey (Henrietta Parker) Adult Learning Centre. Learners and enrolments were up 43% and 49% respectively on the previous year (when participation was affected due to Coronavirus (COVID-19)).

2012/22 learners at the Molesey Adult Learning Centre included:

- 53 attending discrete courses for those with learning difficulties and/or disabilities (LDD);
- 51 learning English for Speakers of Other Languages (ESOL);
- 19 studying mathematics maths GCSEs, Functional Skills and Stepping Stones;
- 30 learning how to cook and prepare food;
- 52 improving their health and wellbeing on yoda, Tai Chi and Pilates classes;
- 60 on work skills and IT courses;
- 24 on our Passport to Wellbeing programme for learners with mild to moderate mental health conditions;
- 70 learning a foreign language such as French, Spanish or Italian; and
- 359 improving their art, craft and photography skills.

Six learners took GCSE Mathematics exams in the summer of 2022 and all passed. Eight learners attending Functional Skills Mathematics successfully achieved their qualifications. Four learners were awarded the new Essential Digital Skills Qualifications (EDSQ).

Henrietta Parker Trust (HPT) computing classes administered by Camberley, Farnham, Guildford, Molesey, Sunbury and Woking centres attracted 307 enrolments from 190 learners. 42 learners attended cookery classes, learning the essential skills to cook healthy meals from scratch. 31 attended garment making classes and learnt how to alter, repair and upcycle their clothes.

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Annual Report for the year to 31 March 2022 (continued)

Progress has been seen within the Passport to Wellbeing provision which was identified as an area for development and work continues to increase this further in the forthcoming year, building more partnerships with local charities and identifying local communities where this provision can be introduced. Family Learning has suffered somewhat from the closure and restructure surrounding children's centres. However, work continues to rebuild links and this will continue to be an area for development in the next year.

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Financial Review

The attached Financial Statement shows the position of the of the Trust Fund as at 31 March 2022

Interest earned on investments totalled £30,996.

Revenue spend in the 2021/22 financial year was £74,173, predominantly on the delivery of computing & cookery courses at the Henrietta Parker Centre. The estimate for governance costs is £1,740 and Capital expenditure of £195,589 relating to the HPT Shed Project has also been incurred in 2021/22.

The total reserves of the charity as at 31 March 2022 are £1,157,239. The Reserves are split between a current Surplus of £141,002 against the Restricted fund and Capital funds of £1,016,237. The market value of investments has increased from £989,416 as at 31 March 2021 to £1,016,237 as at 31 March 2022.

Investment Policy

There is currently no formal Investment Policy of the Trustee.

The management board is working with the finance department to identify options on generating a higher return on the capital assets of the fund. In particular the monies currently held in a bank account that constitutes carried forward income.

Future Developments

Governance arrangements for the Trust have led to an increase in activity funded for residents in the community over the last two years. The current plans are to build on this work.

Responsibilities of the Trustees

The Charities Act 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 charity at the end of the year and of the incoming and outgoing resources for the year then ended.

In preparing those financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently, making judgements and estimates that are reasonable and prudent. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

HENRIETTA PARKER TRUST
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The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by Trustee Board on:

and signed on its behalf by:
Francis Lawlor

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
Henrietta Parker Trust**

I report to the trustees on my examination of the accounts of Henrietta Parker Trust for the year ended 31 March 2022, which are set out on pages thirteen to seventeen.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011('the Act').

I report in respect of my examination of the Trustee's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable 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 material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Romit Basu FCA
DSK Partners LLP
Chartered Accountants and Statutory Auditors
D S House
306 High Street
Croydon,
Surrey
CR0 1NG

Date:



HENRIETTA PARKER TRUST
ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2022

**Accounts prepared by ELLC Finance Team,
Surrey County Council, Woodhatch Place, Reigate, RH2 8EF**

HENRIETTA PARKER TRUST
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR
ENDED 31 MARCH 2022

	Restricted Fund £	Capital Fund £	Total Funds 2021/22 £	Total Funds 2020/21 £
<u>Incoming Resources</u>				
Investment Income - Interest	30,996	-	30,996	32,289
Total Incoming Resources	30,996	-	30,996	32,289
<u>Resources Expended</u>				
Charitable activities:				
Education courses at Henrietta Parker Centre (<i>Note 4</i>)	74,173	-	74,173	129,000
Governance cost (<i>Note 5</i>)	1,740	-	1,740	660
Total Resources Expended	75,913	-	75,913	129,660
Net Incoming Resources Before Transfer				
Transfer Between Funds	-	-	-	-
Net Incoming Resources for the Year	(44,917)	-	(44,917)	(97,371)
<u>Other Recognised Gains And Losses:</u>				
Unrealised Gain / (Loss) on Investment Assets		26,821	26,821	124,597
Net Movement in Funds	(44,917)	26,821	(18,096)	27,226
Balances Brought Forward as at 1 April 2021	185,919	989,416	1,175,335	1,148,109
Balances Carried Forward as at 31 March 2022	141,002	1,016,237	1,157,239	1,175,335

HENRIETTA PARKER TRUST
STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2022

	2021/22 £	2020/21 £
<u>Fixed Assets</u>		
Investments (<i>Note 2 & 9</i>)	989,416	864,819
Unrealised Gain / (Loss) on Investment Assets (<i>Note 2 & 9</i>)	26,821	124,597
HPT Workshop - Contracts	195,589	-
	1,211,826	989,416
 <u>Current Assets</u>		
Cash at bank	(53,927)	186,579
 <u>Current Liabilities</u>		
Amounts falling due within one year (<i>Note 8</i>)	(660)	(660)
<u>Net Assets</u>	1,157,239	1,175,335
 <u>Funds</u>		
Restricted Funds (<i>Note 2 & 10</i>)	141,002	185,919
Capital Funds (<i>Note 2 & 10</i>)	1,016,237	989,416
Total Funds	1,157,239	1,175,335

And signed on its behalf by:

Councillor Julie Iles
Representing Surrey County Council as trustee

Date:

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2022

1. 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 (SORP) 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.

2. Investments and Reconciliation of Funds

All of the income of the charity can be applied under the terms of the trust deed. The investments can be allocated between two different funds: the Capital Fund which has the original capital invested; interest from these investments is placed in the Revenue Fund to meet costs in promoting the education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects.

The Capital fund are invested by our fund managers, BlackRock, in two pooled investment funds, Charinco and Charishare, which are specifically tailored to meet the needs of the smaller charity. The following tables are included as a requirement of the new reporting arrangements contained within the Statement of Recommended Practice

The balance held in cash as at 31 March 2022 by SCC is (£53,927).

Surrey County Council Finance in conjunction with 'The Board' are reviewing this balance, to ensure that any surpluses are invested or disbursed appropriately.

3. Proceeds from sales

No items were sold in this financial year.

4. Running costs of Henrietta Parker Trust

Running costs consist of the cost of the utilities, cleaning costs and the insurance of the property. These are currently met by Surrey County Council. £195,589 of this expenditure relates to Capital and a draw-down from the Capital fund is required in 22-23.

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2022

5. Management and Administrative Costs

These costs relate to officers' time for the general and financial administration of the charity. These are currently met by Surrey County Council

The revised scheme proposes that:

“The Trustee shall first defray out of the income of the Charity all the proper costs, charges and expenses incidental to the administration and management of the Charity”

6. Trustees Remuneration

No remuneration was paid, or expenses reimbursed to the trustees.

7. Inventory of Contents

There is currently no inventory of contents.

8. Creditors: Amounts falling due within one year

	2022	2021
	£	£
Accruals	<u>660</u>	<u>660</u>
	<u>660</u>	<u>660</u>

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2022

HENRIETTA PARKER TRUST FUND (312094) FINAL ACCOUNTS 2021/22

9. Fixed Assets

Quoted Investments

	2021/22	2020/21
	£	£
Market Value as at 1 April 2021	989,416	864,819
Net Unrealised Gains/(Losses)	26,821	124,597
Market Value as at 31 March 2022	1,016,237	989,416
 Original Cost	 531,513	 531,513

10. Restricted Fund

	Balance 01/04/2021	Surplus/(Deficit) For Year	Balance 31/03/2022
	£	£	£
Surrey County Council Amounts falling due within one year Revenue Fund	185,919	(44,917)	141,002
	185,919	(44,917)	141,002

	Balance 01/04/2021	Unrealised Gain	Balance 31/03/2022
	£	£	£
Capital Fund	989,416	26,821	1,016,237
	989,416	26,821	1,016,237

Analysis of Net Assets between funds

	Investments	Other assets	Total
	£	£	£
Revenue Fund as at 31 March 2022	-	141,002	141,002
Capital Fund as at 31 March 2022	1,016,237	-	1,016,237
Total Funds	1,016,237	141,002	1,157,239