

Charity Registration No. 313714

UNITED KINGDOM LITERACY ASSOCIATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019

UNITED KINGDOM LITERACY ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Professor H Dombey Mrs L Graham Professor T Cremin Mr D Reedy Mrs A Öztürk Dr A Colvert Dr D Challen Dr E Bearne Ms J Court Mr R McDonald Dr C Dowdall Ms T Parvin Professor C Burnett Dr L Chamberlain Ms C Lockwood Dr S Jones Dr J McClay Ms J Douglas Gardner Dr G Cliff Hodges Mrs E Broad	(Appointed 7 July 2018) (Appointed 7 July 2018) (Appointed 7 July 2018) (Appointed 7 July 2018)
Charity number	313714	
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UNITED KINGDOM LITERACY ASSOCIATION

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UNITED KINGDOM LITERACY ASSOCIATION

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2019

The Trustees present their report and financial statements for the year ended 31 March 2019.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's constitution, the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The United Kingdom Literacy Association is affiliated to the International Literacy Association (formerly International Reading Association) and is an organisation for all people in the United Kingdom who are interested in literacy at all levels.

The sole object of the United Kingdom Literacy Association is to advance Education in Literacy.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake. The Association's activities fall into three main areas:

- Membership, subscriptions and awards
- Conferences
- Publications and research

The principal activity of the charity during the year was to encourage progress in language and literacy at all levels.

UNITED KINGDOM LITERACY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

Achievements and performance

How our activities deliver public benefit

The sole object of UKLA is the advancement of education in literacy. It achieves this through the following activities:

1. Promoting good practice in literacy and language teaching and disseminating information about literacy teaching.

The Association continues to be active in promoting its vision for literacy education, through a variety of activities throughout the year, detailed more fully in subsequent sections.

UKLA continues to disseminate information about literacy through high quality conferences such as the 2018 International Conference, held in Cardiff, and the National and Regional Conferences held throughout the year. This year the International Conference will be taking place in Sheffield. The wide geographical spread of our conferences ensures that UKLA's presence is recognised across the UK.

UKLA has again been energetic in its work to influence UK education policy on behalf of its members, and to support teachers in implementing policy requirements.

In line with its strategic priorities, the Association continues to strive to strengthen the public voice and influence of the Association through the different arenas where literacy policy is developed and contribute to the evolving conception of what constitutes literacy education in the 21st century. An important development this year was for UKLA, with the support of an experienced consultant, to prepare a media communications strategy. This has enabled the Association to identify appropriate opportunities for responding to literacy-related media and government reports. In terms of sustaining this proactive approach to dissemination, the Association plans to create a new sub-committee that focuses its energies on preparing such responses.

UKLA has increased its focus on equality, diversity and inclusion, with a view to learning more about how it can improve in these areas itself and encourage improved EDI among members. As part of this, UKLA launched a new award The Brenda Eastwood Award for good practice in teaching for diversity and inclusion, which recognises schools, Early Years practitioners, teachers, HE Tutors, consultants or librarians who have shown good practice in empowering children to respect and appreciate diversity.

Collegiate relationships with academic institutions and other literacy associations is important. One of our key partners is the Open University, with the development of the OU/UKLA Teachers' Reading Groups, focusing on research-informed reading for pleasure pedagogy. The collaboration began with the Teachers as Readers (TaRs) survey (2009), part-funded by UKLA, which then progressed to the main TaRs Development Project and the Researching Literacy Lives study. Introduced in 2016, there are now over 40 TRG groups around the UK.

In February 2018, UKLA pledged a donation to the CLPE (Centre of Literacy in Primary Education) library. This donation has resulted in UKLA having a named shelf at the library. UKLA has continued to work alongside other English subject associations, for example the Common English Forum, The Reading Agency, The National Literacy Trust, Partners in English, the Primary Umbrella Group, and the Association for the Study of Primary English (ASPE). In collaboration with the English Association (EA), we continue to publish the magazine English 4 to 11 three times a year.

UNITED KINGDOM LITERACY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

2. Undertaking research

The Association's research profile is robust, and continually strengthened by the energetic research activity, writing and publication of its members. This is evidenced by the range, diversity and rigour of the papers given at the annual International Conference and in the number of publications that feature the work of UKLA members.

Research Grant Awards

A competitive small grants scheme is administered by the Research Sub-Committee. These research grants help to support, develop and disseminate the research interests of individual members, who are strongly encouraged to report back via the annual conference and publication in one of UKLA's journals. In 2018-2019, a number of good quality submissions were received and a research grant of £3,000 was awarded to Judith Kneen, of Cardiff School of Education and Social Policy, Cardiff Metropolitan University, for a study titled "What literature texts are being taught by English teachers in key stage 3?" Co-researchers are Dr Susan Chapman (Aberystwyth University), Joan Foley (UWE), Dr Lucy Kelly (University of Bristol), Lorna Smith (University of Bristol), Helena Thomas (Bath Spa University) and Annabel Watson (University of Exeter).

Updates have been received on all ongoing and recently completed studies and all are progressing well. The next deadline for applications for research grants is November 1st 2019. Details of current and past projects are now available on the new UKLA website. Links to publications arising from projects are available where possible.

UKLA Student Research Prize

The Association's Student Research Prizes honour outstanding dissertations and theses which result from high quality research at undergraduate, masters and doctoral level conducted by student members, nominated by their supervisors. A maximum of two awards are made annually.

One prize has been awarded in 2019, to Helen Bradford for her PhD thesis: "Co-Constructing Writing Pedagogy With Two-and-Three-Year-Old Children". The committee has also highly commended the PhD thesis of Georgina Tarling: "Developing reflective engagement in the use of online digital devices: A multiple case study of seven year olds and their home-school contexts".

Helen and Georgina will be presented with their awards at the 2019 international conference, and their work will be featured within the programme.

Shortlisting for this year's prize will take place in November 2019.

UNITED KINGDOM LITERACY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

3. Organising regional, national and international conferences to further understanding of the latest research, current topics in literacy education and ideas for professionals

The 54th UKLA International Conference 2018 was held in Cardiff from 6th to 8th July. The theme was: Literacies in a changing world: creativity, criticality, empowerment.

The conference was a resounding success. The Association continues to respond to the changing world and this was reflected in the venue, keynote addresses, symposia and workshops. As the world continues to empower children and adults with rich and diverse literature, there were two new initiatives launched at the conference, The Brenda Eastwood Award for Inclusion and Diversity and a Research Slam for new researchers. Both initiatives were well received by members and delegates. The calibre of speakers reflected the impact that the Association continues to have with influential readers, writers and experts at a local and international level. The Mercure Cardiff was an excellent venue for the conference. Kirsty Williams, the Minister for Education in Wales, opened the conference. Keynote speakers were: Patricia Enciso (Professor of Literacy and Literature, Ohio State University); Keri Facer (Professor of Educational and Social Futures, University of Bristol, and Leadership Fellow for the UK Research Council's 'Connected Communities' Programme); and Dr John Potter (Reader in Media in Education, University College, London) who delivered the annual Harold Rosen lecture. Input from Assistant Head Teacher Johnny Walker and author David Almond resonated with delegates. UKLA's Awards empower teachers in training, newly qualified and experienced teachers, and the awards ceremony provided an atmosphere of literacy learning and enrichment.

On October 8th the one-day conference Rethinking Writing: students, teachers, writers was hosted by the British Library and run in partnership between UKLA, Arvon, the Open University and the University of Exeter. This was well attended.

In November the successful joint Open University and UKLA Reading for Pleasure Conference was held at the Open University's Camden site. Due to its success, another joint conference was held on February 9th. The Reading for Pleasure project was further extended in March with a joint conference held in London in partnership between UKLA, the OU and Egmont Publishing.

The UKLA National Conference 2019: Sharing Inspirational Practice was held on March 16th in Bristol, to celebrate and showcase the work of the UKLA Literacy Schools of the Year.

UNITED KINGDOM LITERACY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

4. Supporting and extending membership through publications, including journals, books and web resources

Journals

UKLA's two academic journals Literacy and Journal of Research in Reading (JRR) continue to be published 3 and 4 times per year respectively. Both journals have continued to develop under the stewardship of their editorial teams, Dr Nenagh Kemp of the University of Tasmania and Dr Jessie Ricketts of Royal Holloway, University of London, for JRR; and Dr Diane Collier, of Brock University, Ontario, Canada, and Dr Natalia Kucirkova of Stavanger University, Norway for Literacy. Submission levels to both journals are very healthy, and both continue to appeal to an international readership. JRR has produced two additional online issues to deal with the backlog. In November 2019, Literacy will also produce an extra issue, in print and online, to deal with its backlog. Last year saw a special edition of Literacy on Reading for Pleasure and Engagement, and a call for papers has been announced for a special issue on Literacies and Disabilities.

In November 2018, editors of the two journals, Executive Committee members of UKLA and editors and marketers from Wiley Publishers met in London for a "strategy day" to apprise us of impending changes in academic publishing and to plan as best we can how to meet these challenges. In the coming year, the contracts for publication of our journals is up for renewal, so representatives of the Executive Committee will meet with interested publishers before making a decision.

Impact data remain very positive. The Impact Factor is a measure used by publishers to compare journals' performance. It involves dividing the number of citations for a publication in a given year (in this case, 2016) from its papers published in the previous two years, by the total number of papers published by the journal in the previous two years. As such it is considered as a rough indication of the journal's impact and influence on the research community. We include the data as published by Wiley Blackwell in their Publisher reports:

- **Journal of Research in Reading 2017**
 - o Impact Factor 1.673
 - o Ranking 82/238 for Education & Educational Research
 - o Ranking 24/59 for Educational Psychology

- **Literacy 2017**
 - o Impact Factor of 0.703 in 2017 (up from 0.622 in 2016)
 - o Ranked 196/238 in Education and Educational Research; 102/181 in Linguistics

English 4-11 (the magazine jointly produced by the English Association and UKLA) is proving more and more popular. Sally Wilkinson took over the role of editor in January 2017 and is proving a wise and dynamic editor. The magazine continues to be highly regarded by teachers and students as both practical and inspiring.

UKLA News, the Association's newsletter, is also playing a role in extending involvement throughout the UK. Donna Hazzard from Northern Ireland and Petula Bhojwani from the East Midlands play a vital role as joint editors for this publication, ensuring that members are kept up to date with the latest news from UKLA.

Books

Although the quality of UKLA publications continues to be recognised by literacy education professionals, book sales have not picked up from their poor showing last year. Discussions are ongoing about how best to promote book sales, as e-books and in print.

2018-19 has nevertheless been a busy year in terms of new print publications. In summer 2018, UKLA published *Power up Literacy: technology and multimodality within the extended classroom*, by Petula Bhojwani and Craig Wilkie, in the Ideas in Practice series, with a website with additional material and in the autumn *Using Technology to Improve Reading and Learning* by Bernadette Dwyer and Colin Harrison. The popular Ideas in Practice book 'I know what to write now!' *Engaging Boys (and Girls) through a Multimodal Approach* by Petula Bhojwani, Bill Lord and Cath Wilkes has been revised and updated. This also has extensive website material. A new minibook, *Creative Planning with Whole Texts*, by Sue McGonigle was published in summer 2018. In summer 2019, a new minibook on Spelling will be available.

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

Web-based publications

New resources continue to be identified and developed. In 2018 a new Occasional Paper 'English as an Additional Language' (EAL) by Naomi Flynn was commissioned as part of Publications' focus on aspects of inclusion and diversity. This is a resource for members. However, in order to reach out to occasional browsers on the UKLA website, we have begun adding to the free resources on offer with an article by Rebecca Kennedy, previously published in English 4-11. 'No Secret: using good models to write narrative in Year 2' and 'Tsunami' by Jane Bednall, describing a narrative poetry writing project based on a Bengali text.

5. Promoting good practice in literacy and language teaching through UKLA Awards activity.

Our seven awards raise the profile of UKLA and contribute significantly to our sole aim of promoting the advancement of education in literacy. All awards are presented each year at the UKLA International Conference in July. UKLA is indebted to the organisations which through their sponsorship make the awards programme possible.

- **The Brenda Eastwood Award for good practice in teaching for diversity and inclusion** invites entries evidencing good practice in empowering children to respect and appreciate diversity. In the first year of this new award, submissions were strong. All those shortlisted were honoured at the International Conference, and showcased their work.
- **The UKLA/Wiley-Blackwell Research in Literacy Education Award** honours an article considered to be outstanding in each of our two journals: Literacy and JRR. The recognition is highly regarded by academics.
- **The Academic Book Award** is presented every year for a recently published academic text about the teaching of English for teachers, students, consultants or HE tutors. The panel looks for books that make a lasting, significant contribution to the teaching of English.
- **UKLA Literacy School of the Year** each year recognises schools, nominated by a UKLA members, considered to be outstanding literacy schools. One is chosen as the overall winner and the award is presented by the President at the school, as well as at the International Conference. In March 2019, our past Schools of the Year joined with those on our Roll of Honour to present the UKLA National Conference highlighting imaginative, creative practice in these schools.
- **The UKLA Book Awards** give teachers and HE tutors access to newly published, quality books for children and young people, and opportunities to discuss these books with mentors. The award continues to grow, and is held in high esteem by teachers, schools and publishers. Our award is the only national book award chosen by teachers. The winners are announced at a reception at the International Conference and local teacher judges, their group leaders, students and shortlisted authors, illustrators and publishers are invited alongside conference participants.
- **The UKLA Student Shadowing Award** is open to student teachers who shadow the Book Award, this year involving 29 universities across the UK. A number of students make the journey to the reception to announce the winners. The wine reception offers students and their tutors a unique opportunity to meet with the authors, illustrators and publishers of the shortlisted books.
- **Our Class Loves this Book: the UKLA John Downing Award** encourages teachers across the UK to submit imaginative, creative whole class responses to one of the books shortlisted for the UKLA Book Awards. This award contributes significantly to our aim of encouraging teachers across the UK (and beyond) to be avid readers of quality texts for children and young people.

UNITED KINGDOM LITERACY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

6. Representing the views of members on national issues which affect literacy and language education and learning.

UKLA has again been energetic in its work to influence UK education policy on behalf of its members, and to support teachers in implementing policy requirements.

UKLA is represented on expert groups for the Teachers as Writers research project funded by the Arts Council and led by colleagues from the University of Exeter, The Open University and the Arvon Foundation. In addition it has representatives with The Empathylab: the Book Trust Reading for Pleasure project.

UKLA also maintains links with other subject associations through meetings and summits organised by The Primary Umbrella Group, the Council for Subject Associations, the National Literacy Trust and NALDIC.

On behalf of its membership, UKLA has responded to the OFSTED Inspection Framework consultations.

UKLA represented at the NLT Summit on the home learning environment in the early years. This was an opportunity to discuss UKLA views on early literacy development with a range of charitable organisations, heads of industry and school leaders.

UKLA EC members attended the APPG at Houses of Parliament on the home learning environment in the early years.

UKLA EC members have taken the opportunity to write opinion pieces for education publications.

7. Professional development activities organised by Regional Representatives

The regional representatives serve as the driving force of UKLA activities across the United Kingdom. With UKLA's core aims and values at their heart, the representatives organise events in their regions to further literacy education. Events range from small group meetings to National Conferences where insight, support and training is offered to educationalists and others interested in literacy education.

This year the number of regional representatives has grown, indicating the interest and influence of the organisation. We have aimed to ensure that there are at least two regional representatives per region and, where possible, one of the representatives is a current practising teacher.

Events have been organised across the United Kingdom and have included reading groups in association with the Open University, author events together with Just Imagine and Regional and National Conferences. UKLA has been represented at each of the OU/UKLA conferences throughout the year promoting the organisation and recruiting members in the regions.

The regional representatives meet for an hour before the National Council meeting as well as using e-mail communication and logging events onto the regional event log.

Developments this year have included utilising a range of communication methods to enable a wider representative of regional reps at meeting. During National Council we provide the opportunity for reps to call in via a conference call. We also use a communication app to disseminate important information.

UNITED KINGDOM LITERACY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

8. Supporting literacy development abroad

Internationally, UKLA continues to be active as a key member of the Federation of European Literacy Associations (FELA), which in turn is affiliated to the International Literacy Association. A member of the International Sub-Committee attends the bi-annual FELA meeting.

The UKLA Country Ambassador scheme is in its third year, and continues to expand. In addition to representatives from Australia, USA, Canada, New Zealand, Spain, Ireland, Iceland and Brunei, we have welcomed a new and very active ambassador from Slovenia. To celebrate International Literacy Day in September 2018, we asked our country ambassadors to nominate an important work of children's literature from their own country which has been translated into English, and these were publicised on the UKLA website. The 54th UKLA conference in Cardiff again featured a well-attended symposium led by a number of the ambassadors, entitled 'Prescriptive pedagogies, privileged theories in literacy education: An international comparison of 'zones of promoted development' and officially sanctioned discourses'.

Project Connect, UKLA's Books for Africa charitable function, continues to raise funds at regional and national conferences with the aim of supporting in-country library projects. We continue to support the donkey library in the south of Ethiopia through the charity Link Ethiopia, and, through the Children's Book Project, provide local books to support literacy projects in Zanzibar.

UNITED KINGDOM LITERACY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

9. UKLA Special Interest Groups and Task Groups

A SIG can be created by a group of UKLA members with a common interest in an aspect of literacy, by agreement with the Executive Committee. SIGs are unfunded, and form an important part of the UKLA network bringing together practitioners and academics. Task Groups are established for a specific purpose and time-limited, and may apply for a budget. The following SIGs and Task Group were operative in the year 2018-19.

- **Initial Teacher Education SIG**

Friday 22nd February 2019 at the Open University saw the inaugural meeting of the Initial Teacher Education SIG – Exploring tensions between principles and practice. More than fifty delegates from across the UK from different initial teacher education contexts attended the day. This was an opportunity to share examples of innovative and interesting developments in ITE and hear about research being undertaken in different settings. As the SIG grows we aim to provide further forums for sharing and developing practice together as well as engaging in cross-institution research.

- **Digital Literacies in Education SIG**

This SIG provides an opportunity for UKLA members to take stock of how digital literacies are being utilised in formal educational contexts amongst learners across age ranges from the early years through to Higher Education, and to develop frameworks for working within and beyond current curriculum constraints. It involves over 30 practitioners, researchers and consultants from the UK and overseas.

- **Storytelling SIG**

This SIG aims to bring together professionals with an interest in storytelling as not only a fundamental form of oral communication, but also a means of shaping and organising ideas and an effective teaching method. It operates as a Facebook page and hosts an event at the International Conference.

- **Digital Books and Literacy Apps**

This SIG aims to provide a hub for practitioners, literacy educators (including librarians and literacy coordinators), digital book producers and publishers interested in children's digital books, e-books and literacy apps.

- **Task Group: Developing the Literacies of Children and Young People in the 21st Century: A Framework**

The Task Group, operating 2018-20, grew out of the Digital Literacies in Education SIG. In January 2019, the group met to review existing frameworks for promoting digital literacies, and to plan the preparation of work needed to build a 'resource' for members. Following this, work with partner schools/ teachers will exemplify good practice and generate case study materials. A SIG meeting day for all members has been planned for 6th June at UCL Knowledge Lab, and the Task Group will give a workshop at the international conference in Sheffield.

In these ways the Association has ensured its activities directly benefit the public.

UNITED KINGDOM LITERACY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

Financial review

As detailed in preceding sections, the extensive range of the Association's activity continues to ensure that it furthers its sole objective of encouraging progress in literacy, supported by the outcomes of financial decisions made by trustees.

The year's budget achieved its aim of a balance between income and outgoings. Although overall income fell short of its budgetary target, this was matched by lower expenditure. Had UKLA followed its usual procedure in booking accommodation centrally for the 2019 International Conference delegates, additional early income for room bookings would have resulted in a healthy year-end surplus (although this would correspondingly result in higher post-conference outgoings, falling within the next financial year). Taking this into account, the end-of-year picture is very satisfactory.

The financial highlights, as in recent years, have been an excellent journals royalty in excess of £90,000, along with strong conference attendance, particularly for the 2018 International Conference, which in total brought in a strong surplus of over £16,000. Certain other areas of activity, while continuing to thrive, have not met ambitious budget targets. These include membership subscriptions and sales of books and e-books, although we are pleased that both have brought in more income than the previous year. Generous sponsors have continued to support UKLA's increasingly prestigious Awards programme, both reducing the costs to the Association and enhancing the public profile of the Awards.

Direct costs have been very reasonable, falling within or close to budgets. Conference expenditure fell within the planned budget, as did the costs associated with the Awards programme, and some budgets were not fully spent. Publications costs ended the year on budget, although higher than in some years due to the number of new titles. As always, the UKLA office has worked tirelessly to reduce costs wherever possible.

UKLA exerts significant influence in a number of areas at minimal or no cost to itself, including the Regional Representatives' Subcommittee, Special Interest Groups (SIGs) and Project Connect continues to support the development of literacy in certain African countries. UKLA continues to play an important part in multi-partner initiatives set up to influence education policy as well as practice.

For the year ahead, 2019-20, UKLA has planned a deficit budget which will invest some of our existing funds in a strategy to strengthen the future development of the Association. This includes a key marketing drive intended to grow a wider and more diverse membership, attract a wider audience to UKLA's various conferences and boost sales figures for our publications. To enable development to take place, office staffing will be enhanced. The impact on the Association's finances will be reviewed periodically by trustees throughout the next year, through routine monitoring procedures.

The Trustees of the Association therefore judge the overall performance of the charity for the year 2018-19 to be very good, and take the view that the Charity's activities continue to represent excellent value for money. In all its varied fields of activity, UKLA remains indebted to the efforts of its specialist volunteers, as well as to its dedicated staff.

Reserves policy

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between 6 and 9 months of the annual expenditure, which equates to £106k to £160k in general funds. At this level the management committee feel that they would be able to continue the current activities of the charity.

Monies have been set aside as a designated fund, the purpose of which is to guard against the event of the charity being wound up. This is not expected to happen in the foreseeable future; however, the trustees consider this to be prudent.

Risk policy

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operation and finance of the charity, and are satisfied that systems are in place to mitigate exposure to the major risks.

UNITED KINGDOM LITERACY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

Structure, governance and management

The charity was created as a Foundation on 9 May 1967 and was entered in the Register of Charities on that date in accordance with section 4 of the Charities Act 1960. With effect from 1 August 2003 the charity changed its title from the United Kingdom Reading Association to the United Kingdom Literacy Association. A revised constitution was implemented and new trustees appointed.

The Trustees who served during the year were:

Professor H Dombey

Mrs L Graham

Professor T Cremin

Mr D Reedy

Mrs A Öztürk

Dr A Colvert

Dr D Challen

Dr E Bearne

Ms J Court

Professor A Lambirth

(Resigned 7 July 2018)

Mr R McDonald

Dr C Dowdall

Ms T Parvin

Professor C Burnett

Dr J Davies

(Resigned 7 July 2018)

Dr L Chamberlain

Ms C Lockwood

Ms L Gray

(Resigned 7 July 2018)

Dr S Jones

Dr J McClay

(Appointed 7 July 2018)

Ms J Douglas Gardner

(Appointed 7 July 2018)

Dr G Cliff Hodges

(Appointed 7 July 2018)

Mrs E Broad

(Appointed 7 July 2018)

Appointment of trustees is governed by the Constitution and Standing Orders of the charity. The trustees are authorised to appoint a new trustee, should any officer be unable to complete their term of office.

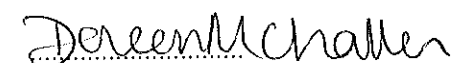
Each trustee is a member of the Executive Committee. Prior to becoming a member each nominee is checked to ensure they are in good standing. The Executive Committee of the Association includes the Convenors of the Association's committees. Each Convenor manages a budget and is able to obtain electronically, details of income and expenditure for a particular budget.

Each meeting of the Executive Committee systematically reviews the Association's income and expenditure against the annual budget to ensure the continuing financial stability and strength of the Association.

UKLA's Constitution (revised 2016, approved by members and lodged with the Charity Commission) allows a minority of trustees to receive fees for specialist services provided within a given financial year (in addition to allowable expenses).

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The Trustees' report was approved by the Board of Trustees.



Dr D Challen

Trustee

Dated: 8/8/19

UNITED KINGDOM LITERACY ASSOCIATION

TRUSTEES' RESPONSIBILITIES STATEMENT FOR THE YEAR ENDED 31 MARCH 2019

The Trustees 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).

The law applicable to charities in England and Wales 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 and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

UNITED KINGDOM LITERACY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF UNITED KINGDOM LITERACY ASSOCIATION

I report to the Trustees on my examination of the financial statements of United Kingdom Literacy Association (the charity) for the year ended 31 March 2019.

This report is made solely to the charity's trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My examination has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my examination, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. 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

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.

BWM

Peter Taaffe FCA CTA DChA

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Dated: *13.8.2019*

UNITED KINGDOM LITERACY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2019

Current financial year					
	Notes	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £	Total 2018 £
<u>Income from:</u>					
Donations and legacies	3	63	-	63	-
Charitable activities	4	229,047	1,031	230,078	275,757
Investments	5	1,243	-	1,243	632
Total income		<u>230,353</u>	<u>1,031</u>	<u>231,384</u>	<u>276,389</u>
<u>Expenditure on:</u>					
Charitable activities	6	225,340	3,855	229,195	218,615
Other	11	1,920	-	1,920	275
Total expenditure		<u>227,260</u>	<u>3,855</u>	<u>231,115</u>	<u>218,890</u>
Net income/(expenditure) for the year/ Net movement in funds		3,093	(2,824)	269	57,499
Fund balances at 1 April 2018		<u>339,050</u>	<u>3,408</u>	<u>342,458</u>	<u>284,959</u>
Fund balances at 31 March 2019		<u><u>342,143</u></u>	<u><u>584</u></u>	<u><u>342,727</u></u>	<u><u>342,458</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

UNITED KINGDOM LITERACY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2019

Prior financial year

	Notes	Unrestricted funds 2018 £	Restricted funds 2018 £	Total 2018 £
<u>Income from:</u>				
Charitable activities	4	263,185	12,572	275,757
Investments	5	632	-	632
Total income		263,817	12,572	276,389
<u>Expenditure on:</u>				
Charitable activities	6	213,229	5,386	218,615
Other	11	275	-	275
Total expenditure		213,504	5,386	218,890
Net income/(expenditure) for the year/ Net movement in funds		50,313	7,186	57,499
Fund balances at 1 April 2017		288,737	(3,778)	284,959
Fund balances at 31 March 2018		339,050	3,408	342,458

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

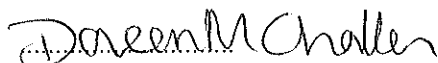
UNITED KINGDOM LITERACY ASSOCIATION

BALANCE SHEET

AS AT 31 MARCH 2019

	Notes	2019		2018	
		£	£	£	£
Fixed assets					
Tangible assets	12		631		1,169
Current assets					
Stocks	14	54,317		41,553	
Debtors	15	36,337		37,851	
Cash at bank and in hand		263,999		270,695	
		<u>354,653</u>		<u>350,099</u>	
Liabilities					
Creditors: amounts falling due within one year	16	(12,557)		(8,810)	
Net current assets			<u>342,096</u>		<u>341,289</u>
Total assets less current liabilities			<u><u>342,727</u></u>		<u><u>342,458</u></u>
The funds of the charity:					
Restricted funds	17		584		3,408
Designated funds	18	121,492		121,492	
General unrestricted funds		220,651		217,558	
Total unrestricted funds			<u>342,143</u>		<u>339,050</u>
Total charity funds			<u><u>342,727</u></u>		<u><u>342,458</u></u>

The financial statements were approved by the board of trustees and authorised for issue on ...13/7/19 and are signed on its behalf by:


 Dr D Challen
 Trustee

UNITED KINGDOM LITERACY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies

Company information

United Kingdom Literacy Association is an unincorporated charity registered in England.

1.1 Accounting convention

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for Charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Funds held by the charity are:

Unrestricted funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds - these funds are set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds - these are funds that can 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.

1.4 Income

Voluntary income is received by way of donations, gifts, royalties, subscriptions and grants, and is included in full in the Statement of Financial Activities (the SOFA) when receivable.

Income from investments, including interest received, is included when receivable.

Grants are included in the SOFA when receivable.

Conference fees are included when services are provided to delegates.

UNITED KINGDOM LITERACY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is included in the statement of financial activities on an accruals basis, inclusive of any VAT which cannot be recovered. Resources expended, where directly attributable, are allocated to charitable activities and governance costs.

Direct charitable expenditure includes all expenditure incurred in the provision of charitable services, together with support costs, in pursuance of the charity's objectives.

Support costs and governance costs are apportioned on staff time basis.

Value added tax is not recoverable by the charity and is included in the relevant cost in the statement of financial activities.

Grant payments are included in the Statement of Financial Position once agreed. UKLA awards small grants to individuals to enable them to conduct high quality research in the field of literacy. Recipients are selected twice a year by the Research Sub-Committee on the basis of rigorous criteria and conditions.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings & equipment	33.3% per annum on cost
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

UNITED KINGDOM LITERACY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies

(Continued)

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Leases

Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight line basis over the term of the relevant lease.

1.13 Taxation

The charity benefits from various exemptions from taxation afforded by tax legislation and is not liable to corporation tax on income or gains falling within those exemptions. Recovery is made of tax deducted from income and from receipts under Gift Aid.

The charity is not able to recover Value Added Tax. Expenditure is recorded in the accounts inclusive of VAT.

UNITED KINGDOM LITERACY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies

(Continued)

1.14 Pensions

The charity makes contributions to an individual employee's pension arrangement. The pension costs are charged in the Statement of Financial Activities as incurred.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2019	2018
	£	£
Donations and gifts	63	-

4 Charitable activities

	Conferences	Publications	Subscriptions	Total 2019	Total 2018
	£	£	£	£	£
Sales within charitable activities	73,792	113,867	41,388	229,047	263,185
Other income	-	1,031	-	1,031	12,572
	<u>73,792</u>	<u>114,898</u>	<u>41,388</u>	<u>230,078</u>	<u>275,757</u>
Analysis by fund					
Unrestricted funds	73,792	113,867	41,388	229,047	
Restricted funds	-	1,031	-	1,031	
	<u>73,792</u>	<u>114,898</u>	<u>41,388</u>	<u>230,078</u>	

UNITED KINGDOM LITERACY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

4 Charitable activities

(Continued)

For the year ended 31 March 2018

	Conferences £	Publications £	Subscriptions £	Total 2018 £
Sales within charitable activities	114,214	111,128	37,843	263,185
Other income	-	12,572	-	12,572
	<u>114,214</u>	<u>123,700</u>	<u>37,843</u>	<u>275,757</u>
Analysis by fund				
Unrestricted funds	114,214	111,128	37,843	263,185
Restricted funds	-	12,572	-	12,572
	<u>114,214</u>	<u>123,700</u>	<u>37,843</u>	<u>275,757</u>

5 Investments

	Unrestricted funds 2019 £	Unrestricted funds 2018 £
Interest receivable	<u>1,243</u>	<u>632</u>

UNITED KINGDOM LITERACY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

6 Charitable activities

	Conferences	Publications	Subscriptions	Total 2019	Total 2018
	£	£	£	£	£
Project costs	79,017	36,126	7,213	122,356	119,273
Other costs	-	-	9,506	9,506	5,035
	<u>79,017</u>	<u>36,126</u>	<u>16,719</u>	<u>131,862</u>	<u>124,308</u>
Grant funding of activities (see note 7)	-	3,000	-	3,000	5,046
Share of support costs (see note 8)	31,590	21,060	17,550	70,200	67,316
Share of governance costs (see note 8)	10,860	7,240	6,033	24,133	21,945
	<u>121,467</u>	<u>67,426</u>	<u>40,302</u>	<u>229,195</u>	<u>218,615</u>
Analysis by fund					
Unrestricted funds	121,467	63,571	40,302	225,340	
Restricted funds	-	3,855	-	3,855	
	<u>121,467</u>	<u>67,426</u>	<u>40,302</u>	<u>229,195</u>	

For the year ended 31 March 2018

	Conferences	Publications	Subscriptions	Total 2018
	£	£	£	£
Project costs	85,100	27,893	6,280	119,273
Other costs	-	-	5,035	5,035
	<u>85,100</u>	<u>27,893</u>	<u>11,315</u>	<u>124,308</u>
Grant funding of activities (see note 7)	-	5,046	-	5,046
Share of support costs (see note 8)	30,292	20,195	16,829	67,316
Share of governance costs (see note 8)	9,876	6,583	5,486	21,945
	<u>125,268</u>	<u>59,717</u>	<u>33,630</u>	<u>218,615</u>
Analysis by fund				
Unrestricted funds	125,268	54,331	33,630	213,229
Restricted funds	-	5,386	-	5,386
	<u>125,268</u>	<u>59,717</u>	<u>33,630</u>	<u>218,615</u>

UNITED KINGDOM LITERACY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

7 Grants payable

	2019 £	2018 £
Grants to individuals - publications	3,000	5,046
	<u>3,000</u>	<u>5,046</u>

8 Support costs

	Support costs £	Governance costs £	2019 £	Support costs £	Governance costs £	2018 £
Staff costs	51,951	-	51,951	50,375	-	50,375
Depreciation	1,302	-	1,302	1,048	-	1,048
Premises and other costs	9,610	-	9,610	9,799	-	9,799
Office and website costs	7,338	-	7,338	6,094	-	6,094
Committee expenses	-	15,853	15,853	-	13,072	13,072
Bank charges	-	2,911	2,911	-	3,693	3,693
Independent examination fees	-	1,300	1,300	-	1,250	1,250
Accountancy fees	-	4,069	4,069	-	3,930	3,930
	<u>70,201</u>	<u>24,133</u>	<u>94,334</u>	<u>67,316</u>	<u>21,945</u>	<u>89,261</u>
Analysed between						
Conferences	31,591	10,860	42,451	30,292	9,876	40,168
Publications	21,060	7,240	28,300	20,195	6,583	26,778
Subscriptions	17,550	6,033	23,583	16,829	5,486	22,315
	<u>70,201</u>	<u>24,133</u>	<u>94,334</u>	<u>67,316</u>	<u>21,945</u>	<u>89,261</u>

Support costs including staff costs and governance costs were allocated between the charitable activities using the percentages 45% conferences, 30% publications and 25% subscriptions.

Governance costs includes payments to the Independent Examiner for independent examination fees of £1,300 (2018- £1,250) and payments of £4,069 for accountancy fees (2018- £3,930).

9 Trustees

Trustees' travel and other expenses amounted to £10,227 which related to 15 trustees for the year (2018, travel and other expenses of £9,522 related to 16 trustees).

UNITED KINGDOM LITERACY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

10 Employees

Number of employees

The average monthly number of employees during the year was:

	2019 Number	2018 Number
Administration	2	2

Employment costs

	2019 £	2018 £
Wages and salaries	48,479	47,002
Social security costs	1,148	928
Other pension costs	2,324	2,445
	<u>51,951</u>	<u>50,375</u>

There were no employees whose annual remuneration was £60,000 or more.

11 Other

	Unrestricted funds	
	2019	2018
	£	£
Other expenditure	1,920	275
	<u>1,920</u>	<u>275</u>

UNITED KINGDOM LITERACY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

12 Tangible fixed assets	Fixtures, fittings & equipment	
	£	
Cost		
At 1 April 2018		5,530
Additions		763
		<u>6,293</u>
At 31 March 2019		<u>6,293</u>
Depreciation and impairment		
At 1 April 2018		4,360
Depreciation charged in the year		1,302
		<u>5,662</u>
At 31 March 2019		<u>5,662</u>
Carrying amount		
At 31 March 2019		<u>631</u>
At 31 March 2018		<u>1,169</u>
13 Financial instruments	2019	2018
	£	£
Carrying amount of financial assets		
Debt instruments measured at amortised cost	300,336	304,140
	<u>300,336</u>	<u>304,140</u>
Carrying amount of financial liabilities		
Measured at amortised cost	11,510	7,827
	<u>11,510</u>	<u>7,827</u>
14 Stocks	2019	2018
	£	£
Goods for resale	54,317	41,553
	<u>54,317</u>	<u>41,553</u>
15 Debtors	2019	2018
	£	£
Amounts falling due within one year:		
Trade debtors	35,991	33,446
Other debtors	346	4,405
	<u>36,337</u>	<u>37,851</u>

UNITED KINGDOM LITERACY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

16 Creditors: amounts falling due within one year

	2019	2018
	£	£
Other taxation and social security	1,047	983
Trade creditors	5,448	688
Other creditors	1,022	1,569
Accruals and deferred income	5,040	5,570
	<u>12,557</u>	<u>8,810</u>

UNITED KINGDOM LITERACY ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019

17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2017		Movement in funds		Balance at 1 April 2018		Movement in funds		Balance at 31 March 2019	
	£	£	Income	Expenditure	Income	Expenditure	Income	Expenditure	£	£
Books for Africa	(599)		6,053	(2,156)	3,298		1,031	(3,855)	474	
Elinet European Funding	(3,179)		6,519	(3,230)	110		-	-	110	
	<u>(3,778)</u>		<u>12,572</u>	<u>(5,386)</u>	<u>3,408</u>		<u>1,031</u>	<u>(3,855)</u>	<u>584</u>	

Books for Africa

This supplies books for pleasurable reading to schools in a small number of African countries. The books are bought locally, and in each site there is a local unpaid 'agent' who nominates well-run schools to join the programme. This has been extended to support a 'donkey library' in Ethiopia.

Elinet

Elinet (European Literacy Policy Network) is a European initiative which aims to improve literacy in school students and adults through collaborative projects across 28 countries. From 2014-16, UKLA contributed to Elinet central funds, in return for which it received funding to support work on specific projects. Outstanding funding was received in 2017, finally enabling all consultancy fees to be paid off. The fund will be closed in 2020.

UNITED KINGDOM LITERACY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

18 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds		Movement in funds		Balance at 31 March 2019 £
	Balance at 1 April 2017 £	Income £	Balance at 1 April 2018 £	Income £	
Closure costs	121,492	-	121,492	-	121,492
	<u>121,492</u>	<u>-</u>	<u>121,492</u>	<u>-</u>	<u>121,492</u>

The purpose of the designated fund is to enable the trustees to guard against the event of the charity being wound up. This is not expected to happen in the foreseeable future; however, the trustees consider this is prudent. This money is held separately in the charity's bank accounts.

19 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2019 £	2019 £	2019 £	2018 £	2018 £	2018 £
Fund balances at 31 March 2019 are represented by:						
Tangible assets	631	-	631	1,169	-	1,169
Current assets/ (liabilities)	341,512	584	342,096	337,881	3,408	341,289
	<u>342,143</u>	<u>584</u>	<u>342,727</u>	<u>339,050</u>	<u>3,408</u>	<u>342,458</u>

20 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2019 £	2018 £
Aggregate compensation	<u>37,539</u>	<u>35,853</u>

UNITED KINGDOM LITERACY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

20 Related party transactions

(Continued)

Transactions with related parties

During the year the following payments were made to trustees for services rendered other than as trustees of the charity.

	Project work/ consultancy fee	
	2019	2018
	£	£
Total payments	250	3,480
	<u>250</u>	<u>3,480</u>
	<u>250</u>	<u>3,480</u>

Payments made to the trustees are at a commercial rate. At 31 March 2019 £0 (2018: £650) is owed to the trustees for expenses.

Two trustees received an Honorarium during the financial year to the value of £3,553.

No guarantees have been given or received.