

Annual Report and Financial Statements

Year Ended 31 March 2024



Training Link (A company limited by guarantee)

Charity number 1051662
Company number 03142188

CONTENTS:

LEGAL AND ADMINISTRATIVE DETAILS	3
MISSION, AIMS AND OBJECTIVES	4
HISTORY	5
REPORT OF THE TRUSTEES AND MANAGEMENT COMMITTEE	6
-Chair's Report – Millicent Christian	
-Director's Report – Tanya Buynovskaya	
-Financial Overview	
-Projects and ESOL report – Chris Carr	
-Computers for Older People and IT Drop-in sessions – Nelly Pineda	
-Advice Work – Peter Lush, Abimbola Ademuyiwa and Millie Christian	
-Case Study	
-Camden Adult Community Learning – Tracey Hamilton	
-PCAN Project – Steve McCarthy	
-What Learners Say	
ACKNOWLEDGEMENTS AND THANKS	15
INDEPENDENT EXAMINER'S REPORT	18
STATEMENT OF FINANCIAL ACTIVITIES	19
BALANCE SHEET	20
NOTES TO THE FINANCIAL STATEMENTS	21
INCOME AND EXPENDITURE ACCOUNT	28
(This report does not form part of the Financial Statements)	

LEGAL AND ADMINISTRATIVE DETAILS

Training Link Ltd

Registered Office: 54-56 Phoenix Road, London NW1 1ES

Charity Registration Number: 1051662

Registered Company Number (England & Wales): 03142188

Telephone: 020 7383 5405

Email: director@traininglink.org.uk

Website: www.traininglink.org.uk

The Trustees confirm that they have taken into account the Charity Commission's general guidance on public benefit when reviewing Training Link's aims and objectives and in planning future activities.

Independent Examiner: John Lambourne FCA, Latham Lambourne Ltd, 18 Woodlands Park, Bexley, Kent DA5 2EL

Bank: Lloyds Bank plc, 25 Gresham Street, London, EC2V 7HN

Management Committee & Trustees

Trustees: Brenda Goring Moore (Chair), Millicent Christian, Dr Elaine Arnold OBE, Kathleen Hayes (Treasurer).

Management Committee: Millicent Christian (Chair), Brenda Goring Moore, Elaine Arnold, Kathleen Hayes (Treasurer), Maya Alva, Elizabeth Ajith, Frances Connelly, Larian Davis (from September 2022), Tracey Hamilton, Paul Tomlinson (from September 2022)

The company's Directors are also the charity's Trustees.

OUR MISSION, AIMS AND OBJECTIVES

About Training Link

Training Link is a small and welcoming charity based in the St Pancras and Somers Town ward of the London Borough of Camden where a fifth of residents hold no nationally recognised qualifications. The employment rate for the ward is 46% compared with 68% for the borough's highest scoring ward, Belsize (2021 Census). There are six schools in which the average eligibility for free school meals is 57% with the Camden average being 40%, (Borough and ward map data pack Dec 2022). Set against this background of challenges, Training Link's small team of staff and volunteers upskill and empower local residents, including those who find it hard to access mainstream services.

We provide a range of IT training, accredited vocational training, employability support, English for speakers of other languages (ESOL) and one-to-one literacy support. We also offer advice and advocacy, mainly around benefits and immigration claims and appeals. We help residents build their confidence, become more active in civic society, volunteer, and earn money through paid work. Learners come from diverse starting points, often having limited social networks, confidence, finances, digital or English language skills. They may be family carers, low-waged earners or suffering from a disability or health condition. We provide a choice of learning approaches tailored to individual learning styles and educational gaps that larger institutions might not have the flexibility to address.

We are commissioned by We Are Digital Group, a Home Office funded company, to offer advice and advocacy support for Windrush residents, EU citizens and socio-economically disadvantaged residents in need of citizenship, housing, disability and benefits advice.

OUR MISSION is to relieve poverty, advance education and advance employment opportunities for black and ethnic minority and socially excluded people, by facilitating access to training to enhance employment opportunities.

WE WORK TO:

- Promote basic skills, vocational training for employment, advice, support and cross-cultural activities to help socially-excluded residents including BAME heritage women and older people to improve wellbeing and better engage with the wider mainstream community, volunteering and employment;
- Provide programmes of awareness, advice and guidance, equipping service-users with skills to make informed decisions about their own and their dependents' lives;
- Enable service-users to gain better access to legal and statutory support on health, housing, immigration, education and training services via our own internal resources and signposting to specialist local services;
- Support and develop education, employment and enterprise opportunities for service-users;
- Help improve the quality of life for local people as a whole and encourage disadvantaged residents to participate more widely in activities and social action for the benefit of a wider local community.

OUR VALUES

- Small, supportive and person-centred
- Embedded in the community
- Offering an opportunity to enter adult education for people who have not done this before
- Offering opportunities to learners with family responsibilities

HISTORY

Training Link developed in the mid-1980s from a project called the Camden Bus. This was a bus that visited local housing estates in Camden to promote training and educational opportunities for women. The women involved in it set up Women's Training Link as an independent organisation to be able to fundraise to continue their work. The organisation was very innovative, offering women from ethnic minorities the chance to train as black cab drivers and later driving instructors.

In the mid-1990s, the organisation moved to its current location in Somers Town, having originally been based in Holborn. It also became Training Link. This allowed us to open our courses to men and made it easier to fundraise. However, a majority of our trustees, management committee and learners are still women from ethnic minority backgrounds.

Training Link has always had basic skills training as an important part of its work. That continues today, linking in with our online vocational courses, computer courses and twice-weekly drop-in sessions.

In 2023, one of our trustees, Dr Elaine Arnold, was awarded an OBE in the Birthday Honours for services to children of African descent and to charity.

REPORT OF THE TRUSTEES AND MANAGEMENT COMMITTEE

CHAIR'S REPORT

Welcome to the Training Link (TL) Annual Report for 2023–2024. When I presented at the Annual General Meeting (AGM) in September 2023, we were still focused on combatting the ongoing threat of COVID-19. Although we continue to live with COVID, we remain vigilant. Additionally, we face some very significant and pressing challenges such as the ongoing conflicts around the world and perhaps the most critical challenge for our service users - the continuous rise in the cost of energy and food, commonly referred to as the "cost of living crisis." These unprecedented increases in living expenses have pushed many of our clients to the brink of despair, with an increasing number finding themselves on the margins of survival, thereby intensifying the need for our services.

We are pleased to announce the appointment of our new Director, Tanya Buynovskaya, who joined TL in October 2023 and is now an integral part of our team. Tanya has been doing outstanding work since her arrival. In addition, we have recently employed a Green Learning Coordinator, Anna Rognaldsen. Furthermore, a new discussion group entitled "Tea and Talk," facilitated by Shana Bibi, who has also recently joined our team, takes place on Thursday mornings.

In 2023 TL held a strategy session to plan future work, and in December 2023, we organised a Christmas gathering. These events were made possible through the considerable efforts of our director, who worked diligently to ensure their success. Our commitment is to continue providing an easily accessible program of face-to-face courses and other learning opportunities for our learners. These initiatives have been well received and supported by the community. We remain open to new ideas and suggestions from both learners and community members. Our evolving approach aims not only to enhance skills and knowledge but also to foster personal development. Therefore, we strive to engage the diverse talents of our community members to work together in unity.

We continue to work with We-Are-Group formerly known as We-Are-Digital in different areas of work supporting people using the Government website. The Essential Digital Skills Qualifications (EDSQ), piloted on behalf of Camden Adult Community Learning in 2022, has been very successful and will continue, leading to a National Open College Network (NOCN) award. Tracey, who previously taught this course, recently transitioned to a new role as Library Manager. She has also taught a Level 1 Business Administration course from September 2023 to July 2024, which was also a NOCN award. Tracey has dedicated over 20 years of service at TL on behalf of Camden Adult Community, and we wish her all the best in her new position. It has been a pleasure working alongside Tracey for the past seven years as her teaching assistant; she will be greatly missed. I would also like to express my gratitude to my fellow Management Committee members and Trustees for their unwavering support, as well as to our members who have stood by the organisation. Special thanks to Chris, Nelly, Abimbola, Steve and Peter who retired as Director last September 2023 but continues to volunteer with TL as an advisor. I also wish to acknowledge our new cleaner, Rosa, and all the volunteers who have tirelessly worked to meet the needs of our learners and clients. I thank our funders for their continued generosity and support of our work. I recognise that the landscape has shifted even in the past year, but change is central to Training Link's mission: helping people transform their lives and reach their potential for a better future. I encourage our funders and supporters to continue helping us facilitate that change. A huge thank you also goes to our auditor.

I extend my appreciation to Frances for her support alongside Tanya in applying for funding and for supporting Anna, our Green Coordinator. Additionally, I would like to thank Kathleen for her ongoing assistance with financial matters.

I am grateful to our partners, particularly our Camden family and neighbours in Somers Town, The Living Centre group and staff, and Life After Hummus. May we all continue to work together to assist residents in realising their aspirations for themselves and their families.

In conclusion, I am optimistic that in 2024 Training Link will continue to strengthen its support networks and build upon our past achievements. Together, we will strive to enhance our services and meet the evolving needs of our community. I extend my best wishes to all and reaffirm my commitment to providing support wherever it is required.

*Millicent Christian,
Training Link Chair*

DIRECTOR'S REPORT

I joined Training Link in October 2023 and one of my priorities from the start was to learn about its history and its amazing work in Somers Town and wider Camden. I also enjoyed meeting its people, beneficiaries and partners. My other key priority during this time was to explore new funding opportunities and develop new funding bids to ensure we can continue, improve, and extend our services and educational support to local underprivileged Camden residents. During the first six months at my role as Director I also looked at the ways we can upgrade our IT system and move to cloud-based Office 365, increase our staffing and volunteering capacity and skills, strengthen existing partnerships and develop new ones. I would like to thank all Training Link Management Committee members, staff and volunteers, and especially Millie Christian, Frances Connelly, Kathleen Hayes and Peter Lush, who helped me settle down and learn about Training Link and its operations, and who were always there for me with advice and support!

FINANCIAL OVERVIEW

Total income in the financial year 2023-2024 was £71,352, representing an increase from £28,249 in 2022-2023 as we rebuild face-to-face services. Total expenditure amounted to £61,916, also an increase from £49,520 in 2022-2023. This contributed to a healthy expansion of our services.

About Training Link and Somers Town

Training Link has been providing basic skills learning for residents in Somers Town and wider Camden for almost 40 years. Somers Town and Kings Cross are home to the highest number of borough households experiencing food poverty (516), some of the highest concentrations of households with incomes below £20,000 and higher concentrations of individuals receiving unemployment benefits, income support and universal credit. 18% of our local residents, including BAME women and older learners, have no qualifications. 2020 Ward Analyses indicate higher-than-average receipt of Disability Living Allowances, Incapacity Benefits and Severe Disablement support in the local community.

Our easily accessible learning centre is based at the heart of Somers Town, just a short walking distance from Euston and St Pancras stations. We offer a friendly place for residents to get out of the house, connect with the local community, learn new skills and share their learning, improve their employment skills and meet new friends.

Services are facilitated by staff, volunteers and Management Committee members with experiences reflecting those of service-users and extensive grass-root networks. We also receive support from more than 40 volunteers, who teach English in a one-to-one setting either at the centre or in a local public space, as well as online.

Our Impact during the year

- In the year 2023-24 we delivered more than **230 learning sessions for 215 learners** focusing on *digital inclusion and digital skills, ESOL, maths, employability and financial literacy*.
- Most of our learners came from Camden, with at least 25% from the St Pancras and Somers Town ward. More than 75% of our learners were women and 74% spoke English as their second language. 63% of our learners were unemployed.
- **77 learners** attended our ESOL courses, English Discussion Group and Adult Literacy courses.
- More than **120 people** registered for online vocational courses
- We supported **47 clients** with the Windrush Compensation Scheme
- From May 2023 we provided **benefits advice and advocacy to 70 people**, mostly with benefits appeals or applications for Personal Independence Payments (PIP).
- As part of the NHS PCAN project, **we helped 24 people to register for this NHS training course**, with 10 completing the course.

Plans for the future

- Sustain and improve our core current work to help empower and up-skill disenfranchised residents to gain paid employment, access volunteering opportunities and become more socially active;
- Pilot and develop further services to help connect, share learning and empower service-users disproportionately experiencing social and economic exclusion;
- Support the Council's 2020 – 2025 Climate Action Plan and Somers Town Future Neighbourhoods programme and initiate partnerships and creative learning approaches to increase awareness of environmental issues and share practical information to enable more sustainable lifestyles;
- Raise our profile via improved face-to-face outreach and social media presence;
- Further develop and expand our learning opportunities for new groups such as refugees, asylum seekers and new migrants;
- Develop a programme of activities to celebrate our 40th anniversary in 2025.

TRAINING LINK PROJECTS AND ACTIVITIES

These are the reports from staff and tutors responsible for our programmes.

ESOL classes, Adult Literacy Project and Online Vocational Courses

Chris Carr, our ESOL Tutor and Project Coordinator, teaches most of the English classes at Training Link and is also responsible for English Discussion Group, Adult Literacy project and Online Vocational Courses. This involves not only teaching, but also interviewing volunteers, assessing learners, setting up online courses and dealing with the administrative side of many activities at the centre.

Adult Literacy Project

We recruit volunteers to teach English in a 1-1 setting. Most volunteers do face-to-face lessons, either at the centre or in a public space around Somers Town, but some also work online. I interview all the volunteers and offer teaching materials for each learner. I assess each learner, help volunteers to plan the lessons and try to help in whatever area of improving English is needed.

Since the start of the project, we had around 46 volunteers working on the project and I think it's been a great success. Most volunteers are students from UCL, and the college have told us that we were still the organisation that has the most volunteers recruited through them.

The project reaches out to many different people who may just need extra support while they are doing other classes with us, or those who prefer to learn English away from a whole class setting. It really helps build confidence and offers the volunteer the chance to get hands-on teaching experience and be involved in grassroots community work. **A big thank you to all the volunteers!**

English Discussion Group

Our Thursday English Discussion Group is an informal English conversational group. We choose a different topic to speak about each week. I give out the topic a week before to give learners the chance to think about what they're going to say. Again, it really helps people's speaking confidence in a friendly, nonjudgmental setting. We have a wide range of learners covering four continents! And it's interesting to hear such a range of people share their experiences. Numbers in the class usually range between five and nine each week.

ESOL Level 1

In July 2023, seven learners finished the Level One course and took an exam in Reading, Writing and Speaking and Listening. Five people passed everything and two did not pass. This course is more formal than the Discussion Group. We do accredited exams through the National Open College Network (NOCN).

ESOL Entry Level 3 and Entry 3 Functional English Skills

These two courses started in September 2023, with each course being attended by five learners. All 10 learners will be doing the accredited NOCN exams towards the end of this academic year. Both courses are quite similar, but Entry 3 Functional English Skills course is more analytical and involves more reading and writing than in Entry 3. There is a Speaking and Listening element in each course as well.

Online Vocational Courses

I'm the coordinator for the online vocational courses we offer at Training Link. Courses we offer include Food Safety, Customer Care, First Aid and Health and Safety in a Care Setting, and there are numerous other online courses that can be made available to our learners upon request. These courses are useful in terms of helping people find work. 54 people have registered for online courses and completed them. The Food Safety course is by far the most popular and most useful for our learner as it can help get paid or voluntary work. The Food Safety certificate is needed for any food preparation setting, such as a café, restaurant etc. The courses are all done remotely and can be done at our centre or people can do them from home. This means that we can reach out to a lot more people.

I hope all the projects continue in the future as they are really beneficial for people in the local area and can help them with academic learning, finding work and helping create community cohesion.
Chris Carr

Our Advice and Advocacy Services, including Windrush Compensation Scheme, Benefits appeals and Employment advice

We continue to work in partnership with the We Are Group (formerly We Are Digital). There are three parts of the work: Windrush Compensation Scheme claims, benefits appeals and claims and visa / citizenship claims.

We supported **47 clients** seeking *Windrush Compensation Scheme* between April 2023 and March 2024. Each appointment lasted up to three hours. Some of the accounts of crackdowns on 'illegal' Windrush residents in the not-too-distant past and anecdotes of childhood arrivals in the UK were distressing. Jobs and homes are put at risk in spite of long-term U.K. residents having arrived legally; their devastation at facing such events means that we listen carefully as client stories unfold. Our support is not just technical; feedback suggests our expertise, in tandem with compassionate concern, is much appreciated.

Since May 2023 **we provided benefits advice and advocacy to 70 people**, mostly helping with benefits appeals or applications for Personal Independence Payments (PIP). Some of the above cases were equally shocking, e.g. we had clients with a permanent health condition, such as epilepsy, who learnt that their entitlement to PIP had been removed after they had received the benefit for years. We often encourage people to attend the Social Security Appeal Tribunal hearings so they can talk to the panel and judge directly.

During the year we also helped with claims and appeals for Universal Credit, with cost-of-living applications, employment advice and general benefits advice. One of our clients has recently been awarded 'A Cost of Living' payment and was able to purchase a fridge at last. We also did a couple of online 'no fault' divorce cases, and one 'single justice procedure' where someone wanted to plead guilty to a magistrate's court motoring offence.

We strive to provide a very friendly and supportive environment at all our advice sessions and most people who attend them are very satisfied with the unique service offered by Training Link. When people come to see us, we also signpost them to other services and courses provided by Training Link. We encourage them to attend our drop-in sessions and consider any courses that may be useful for them.

This is still a new area of work for Training Link, and we hope to expand our advice and advocacy services and continue helping our vulnerable clients in the future.

Peter Lush, Millie Christian and Abimbola Ademuyiwa

Case Study: From Learner to Citizen

Anna (not her real name) first joined our basic IT skills training course a few years ago, coming back to practise at our drop-in sessions. She then progressed to complete online vocational courses on site with help from our team to gain qualifications for work. A single parent with an eight-year-old son, she is settled in Somers Town after fleeing ethnic and religious persecution. She had been in the United Kingdom with 'Indefinite leave to remain' for over 20 years. She is unable to contact her family.

She told our Advocacy Adviser that she would feel more secure in the United Kingdom if she became a British citizen; Training Link helps process such applications in partnership with 'We Are Digital' which is commissioned by the Home Office. We helped her complete relevant forms, source referees and photos for herself and her son; this was complicated by the fact that her son's Head Teacher did not agree to be one of her referees. 'We are Digital' funding provided a single session with her; and so five follow-up sessions with our Advisers were covered by small grant funding and voluntary input from our Level 3 AIG-qualified Chair and a Magistrate volunteer.

To our delight, Anna returned several months later, happy and excited, to announce that both she and her son had been granted British citizenship. Anna has continued attending Training Link classes and is now a part-time Teaching Assistant at a local school. Slowly, through reconnection and support, she is able to capitalise on previous training and experience as a teacher in her country of origin. Well done Anna! We look forward to watching you reach further heights after achieving these first, hardest steps.

Computers for Older People and IT Drop-in sessions

During the year we continued running the afternoon "Drop-in" sessions on Tuesdays and Thursdays, open to all who want to start learning how to use a computer as well as to those who need to practise for their courses or just improve their computer skills.

These sessions provide a safe and informal space for users to attend, no registration is needed. Someone may just pop in for a quick solution to a computer/phone problem or may be looking to learn a particular application skill which may necessitate coming back to continue the learning process. Some sessions are quite relaxed, but others can be a bit hectic depending on the number of people arriving and the type of issues raised.

Some people come to TL via the Job Centre and they can be complete beginners who need to search for jobs, update and send their CV and open/manage an email. Others have some knowledge from years ago, or from previous work and thus need to update it. They usually learn quickly, being a good typist is a plus and they need to concentrate on learning the application.

We also help those who need to access the Government website for various services and information e.g. housing, benefits, immigration etc. Recently we have shown some learners how to access the NHS app either to view and manage their hospital appointments or to use an online form to contact their GP, or get an appointment with an optician.

People also come to TL for a quick job such as printing, photocopying, enquiring about other courses. They are able to read or answer their emails or get the latest news from their home countries. We have leaflets displaying information about classes and events from other organisations and community centres for anyone to see and take.

This year, we have had more people wanting to learn how to use their mobile phone and this in itself was very interesting. Apple iPhone and Android Smartphones Interface are not the same on all phones. I had to explore the menus to find the right way to do things in various phones, yes, definitely a lot of learning on the subject specific to each phone manufacturer. Most questions are about using WhatsApp, sending or replying to texts, audios, videos and pictures.

Luckily, to accelerate the recent learning, I had the wonderful help of young "wizard" Chris who is not only a tech savvy but kind, patient and super helpful. We are very fortunate to have him volunteering at TL during his holiday time.

Nelly Pineda

[Camden Adult Community Learning and Digital Skills at Training Link](#)

In 2023-24 Training Link continued working in partnership with Camden Adult Community Learning and Tracey Hamilton, our much-loved tutor from Camden ACL, led our digital skills training every Monday. As we are saying our goodbyes and thanks to Tracey, who is moving to full-time management of Swiss Cottage Library from September 2024, we are happy to share her final report and reflections below.

"As I transition from my teaching role at Training Link to full-time management of Swiss Cottage Library, I would like to reflect on my time and contributions to this invaluable centre that I have taught at for almost 20 years.

Courses Delivered

During my tenure at Training Link, I was responsible for delivering several key courses via Camden Adult Community Learning aimed at empowering our community members with essential digital skills. In the past, I have taught mainly MS Office Applications (Excel, Word, PowerPoint), I also taught web design which has very popular. During the last year I taught two courses at Training Link – **1) Essential Digital Skills Qualification** and **2) Introduction to Business and Office Administration Level 1.**

Student Outcomes & Progression

The response to these courses was overwhelmingly positive, especially with the introduction of the Intro to Business & Office course, which was offered for the first time. Many students from the **Essential Digital Skills Qualification** course will be advancing to higher-level IT courses or have utilised their new skills in their current jobs, enhancing their productivity and efficiency. Student of the **Introduction to Business and Office Administration Level 1** course reported increased confidence in handling business tasks, and being much more efficient.

Personal Reflections and Parting Words

It has been a remarkable journey to witness the growth and achievements of our students. Their determination and progress have been a source of immense pride and fulfilment for me.

As I step into my new role managing the community library, I carry with me countless memories and the satisfaction of knowing that I have contributed to the personal and professional growth of many individuals. Training Link has been more than just a teaching centre; it has been a community, a family where every success is shared and celebrated.

I am confident that Training Link will continue to thrive and make a significant impact on the lives of many more. I leave with a heart full of gratitude and a deep appreciation for the friendly, open and collaborative spirit that defines this organisation.

Thank you for the support and trust over the years. I look forward to seeing Training Link reach even greater heights".

Tracey Hamilton

PCAN Project -Preparing for Work in NHS

I have undertaken various administrative and publicity tasks at Training Link. This year, I attended an outreach event at the UCL Volunteering Fair for Training Link. I recruited a new Office Cleaner and was responsible for building maintenance. I was an invigilator for the end of course exams.

This year I was responsible for the implementation of the NHS PCAN project at Training Link. This scheme was intended to encourage eligible students, interested in entry level roles in primary care, to enrol and embark on a three-week online study course. We had 50 to 60 enquiries regarding this scheme, I personally enrolled 24 people online and 10 went on to successfully complete the course.

Stephen McCarthy

Testimonials From Learners

“

The tutor is very helpful and kind

“

I feel safe here, I can ask for any advice or help

“

Thank you for the tools and knowledge shared throughout the course.

“

I feel welcomed and encouraged to learn

“

I am learning so much from everyone

“

Tutors created a safe and supportive learning environment [for] practical learning and output, reflection and creativity

“

Really enjoyed the whole ambience and flow of the sessions. Lovely tutors

“

It was an encouraging and inspirational. A good group with diverse expectations.

www.TrainingLink.org.uk

ACKNOWLEDGEMENT AND THANKS

The Management Committee and Trustees would like to thank staff, tutors, supporters and dedicated volunteers who invest much time and effort to run classes and advice sessions, develop and implement projects, organise and attend various events in the community on behalf of Training Link. Special thanks is due to Peter Lush, our outgoing Director, for his on-going dedication in leading, then volunteering to help sustain Training Link's good work.

We also wish to thank partners, whose drive and enthusiasm have continued to bring about the success of our shared activities, particularly Camden Adult Community Learning who run courses on site, University College London Student Union and Camden Centre for Volunteers who signpost volunteers to support our work, Life after Hummus, Somers Town Museum, HealthProm, North London NHS PCAN, British Museum Community Outreach Team and more...

We would like to thank the following organisations who funded us during 2023-24:

- London Borough of Camden (CIL and Resilience Fund)
- The Fitzdale Trust
- Vandervell Foundation
- North Central London (NCL) Training Hub (PCAN project)
- Somers Town Big Local
- London Community Foundation

Contents of the Financial Statements
for the Year Ended 31 March 2024

	Page
Report of the Trustees	14
Independent Examiner's Report	15
Statement of Financial Activities	16
Balance Sheet	17
Notes to the Financial Statements	18 to 24
Detailed Statement of Financial Activities	25

Training Link

Report of the Trustees for the Year Ended 31 March 2024

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

ACHIEVEMENT AND PERFORMANCE

This report should be read in conjunction with the Training Link Annual Report, included as an annex to this document.

FINANCIAL REVIEW

Reserves policy

It is expected that reserves of at least £10,000 should be held to maintain an appropriate level of working capital and to protect the future operations of Training Link from the effects of any variations in its income or expenditures as identified in the Risk Policy and any unforeseen events.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its memorandum and articles of association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03142188 (England and Wales)

Registered Charity number

1051662

Registered office

54-56 Phoenix Road
London
NW1 1ES

Trustees

B Goring-Moore
Dr E Arnold
Ms K Hayes
Ms M Christian

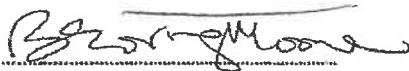
Company Secretary

Ms T Buynovskaya

Independent Examiner

John Lambourne
Latham Lambourne Ltd
18 Woodlands Park
Bexley
Kent
DA5 2EL

Approved by order of the board of trustees on 15th October 2024 and signed on its behalf by:



Brenda Goring Moore

Independent Examiner's Report to the Trustees of Training Link

Independent examiner's report to the trustees of Training Link ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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



John Lambourne

Latham Lambourne Ltd
18 Woodlands Park
Bexley
Kent
DA5 2EL

Date: 24 October 2024

Training Link

Statement of Financial Activities
for the Year Ended 31 March 2024

	Notes	Unrestricted fund £	Restricted funds £	31.3.24 Total funds £	31.3.23 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		491	-	491	733
Charitable activities					
Training fees		-	-	-	4,528
Services etc		11,259	58,968	70,227	20,494
Room hire		-	-	-	2,314
Investment income	2	<u>634</u>	<u>-</u>	<u>634</u>	<u>180</u>
Total		<u>12,384</u>	<u>58,968</u>	<u>71,352</u>	<u>28,249</u>
EXPENDITURE ON					
Charitable activities					
Services etc		<u>21,224</u>	<u>40,352</u>	<u>61,576</u>	<u>49,520</u>
NET INCOME/(EXPENDITURE)		(8,840)	18,616	9,776	(21,271)
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>25,723</u>	<u>9,301</u>	<u>35,024</u>	<u>56,295</u>
TOTAL FUNDS CARRIED FORWARD		<u>16,883</u>	<u>27,917</u>	<u>44,800</u>	<u>35,024</u>

Training Link

Balance Sheet
31 March 2024

	Notes	Unrestricted fund £	Restricted funds £	31.3.24 Total funds £	31.3.23 Total funds £
CURRENT ASSETS					
Cash at bank and in hand		18,206	27,917	46,123	36,347
CREDITORS					
Amounts falling due within one year	8	(1,323)	-	(1,323)	(1,323)
NET CURRENT ASSETS		<u>16,883</u>	<u>27,917</u>	<u>44,800</u>	<u>35,024</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>16,883</u>	<u>27,917</u>	<u>44,800</u>	<u>35,024</u>
NET ASSETS		<u>16,883</u>	<u>27,917</u>	<u>44,800</u>	<u>35,024</u>
FUNDS	9				
Unrestricted funds				16,883	25,723
Restricted funds				<u>27,917</u>	<u>9,301</u>
TOTAL FUNDS				<u>44,800</u>	<u>35,024</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.


The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

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

The financial statements were approved by the Board of Trustees and authorised for issue on 15th October 2024 and were signed on its behalf by:


Brenda Goring Moore

Training Link

Notes to the Financial Statements
for the Year Ended 31 March 2024

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 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.

Income

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

Expenditure

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

Tangible fixed assets

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

Fixtures and fittings	- 33% on cost
Computer equipment	- 33% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

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

continued...

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

2. INVESTMENT INCOME

	31.3.24	31.3.23
	£	£
Deposit account interest	<u>634</u>	<u>180</u>

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.24	31.3.23
	£	£
Depreciation - owned assets	-	359
Other operating leases	<u>4,500</u>	<u>4,361</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

5. STAFF COSTS

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

	31.3.24	31.3.23
Office manager	1	1
IT Coordinator	1	1
Cleaner	1	1
Operations manager	1	1
Director	<u>1</u>	<u>-</u>
	<u>5</u>	<u>4</u>

No employees received emoluments in excess of £60,000.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	733	-	733
Charitable activities			
Training fees	4,528	-	4,528
Services etc	2,650	17,844	20,494
Room hire	2,314	-	2,314

continued...

Training Link

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

6. **COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted fund £	Restricted funds £	Total funds £
EXPENDITURE ON			
Charitable activities			
Services etc	<u>15,481</u>	<u>34,039</u>	<u>49,520</u>
NET INCOME/(EXPENDITURE)	(5,076)	(16,195)	(21,271)
RECONCILIATION OF FUNDS			
Total funds brought forward	30,799	25,496	56,295
TOTAL FUNDS CARRIED FORWARD	<u><u>25,723</u></u>	<u><u>9,301</u></u>	<u><u>35,024</u></u>

7. **TANGIBLE FIXED ASSETS**

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2023 and 31 March 2024	<u>4,700</u>	<u>9,260</u>	<u>13,960</u>
DEPRECIATION			
At 1 April 2023 and 31 March 2024	<u>4,700</u>	<u>9,260</u>	<u>13,960</u>
NET BOOK VALUE			
At 31 March 2024	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>
At 31 March 2023	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>

8. **CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.24	31.3.23
	£	£
Accruals and deferred income	663	663
Accrued expenses	<u>660</u>	<u>660</u>
	<u><u>1,323</u></u>	<u><u>1,323</u></u>

Training Link

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

9. MOVEMENT IN FUNDS

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	25,723	(8,840)	16,883
Restricted funds			
Fitzdale Trust	750	(750)	-
Camden CIL	3,816	21,851	25,667
Camden Resilience Fund	-	1,250	1,250
London Community Foundation	4,735	(4,735)	-
Vandervell Foundation	-	1,000	1,000
	<u>9,301</u>	<u>18,616</u>	<u>27,917</u>
TOTAL FUNDS	<u>35,024</u>	<u>9,776</u>	<u>44,800</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	12,384	(21,224)	(8,840)
Restricted funds			
Fitzdale Trust	-	(750)	(750)
ST Big Local	417	(417)	-
Camden CIL	38,500	(16,649)	21,851
Camden Resilience Fund	7,500	(6,250)	1,250
London Community Foundation	-	(4,735)	(4,735)
Access Foundation Grant	6,891	(6,891)	-
PCAN	3,660	(3,660)	-
Vandervell Foundation	2,000	(1,000)	1,000
	<u>58,968</u>	<u>(40,352)</u>	<u>18,616</u>
TOTAL FUNDS	<u>71,352</u>	<u>(61,576)</u>	<u>9,776</u>

Training Link

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

9. **MOVEMENT IN FUNDS - continued**

Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	30,799	(5,076)	25,723
Restricted funds			
Big Lottery Fund	6,658	(6,658)	-
Fitzdale Trust	-	750	750
Francis Crick	1,328	(1,328)	-
Camden CIL	15,260	(11,444)	3,816
Charles Hayward Foundation	2,250	(2,250)	-
London Community Foundation	-	4,735	4,735
	<u>25,496</u>	<u>(16,195)</u>	<u>9,301</u>
TOTAL FUNDS	<u>56,295</u>	<u>(21,271)</u>	<u>35,024</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	10,405	(15,481)	(5,076)
Restricted funds			
Big Lottery Fund	-	(6,658)	(6,658)
Fitzdale Trust	1,500	(750)	750
Francis Crick	-	(1,328)	(1,328)
ST Big Local	417	(417)	-
HS2 Groundworks	6,457	(6,457)	-
Camden CIL	-	(11,444)	(11,444)
Charles Hayward Foundation	-	(2,250)	(2,250)
London Community Foundation	9,470	(4,735)	4,735
	<u>17,844</u>	<u>(34,039)</u>	<u>(16,195)</u>
TOTAL FUNDS	<u>28,249</u>	<u>(49,520)</u>	<u>(21,271)</u>

continued...

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

9. **MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.22 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	30,799	(13,916)	16,883
Restricted funds			
Big Lottery Fund	6,658	(6,658)	-
Francis Crick	1,328	(1,328)	-
Camden CIL	15,260	10,407	25,667
Charles Hayward Foundation	2,250	(2,250)	-
Camden Resilience Fund	-	1,250	1,250
Vandervell Foundation	-	1,000	1,000
	<u>25,496</u>	<u>2,421</u>	<u>27,917</u>
TOTAL FUNDS	<u>56,295</u>	<u>(11,495)</u>	<u>44,800</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	22,789	(36,705)	(13,916)
Restricted funds			
Big Lottery Fund	-	(6,658)	(6,658)
Fitzdale Trust	1,500	(1,500)	-
Francis Crick	-	(1,328)	(1,328)
ST Big Local	834	(834)	-
HS2 Groundworks	6,457	(6,457)	-
Camden CIL	38,500	(28,093)	10,407
Charles Hayward Foundation	-	(2,250)	(2,250)
Camden Resilience Fund	7,500	(6,250)	1,250
London Community Foundation	9,470	(9,470)	-
Access Foundation Grant	6,891	(6,891)	-
PCAN	3,660	(3,660)	-
Vandervell Foundation	2,000	(1,000)	1,000
	<u>76,812</u>	<u>(74,391)</u>	<u>2,421</u>
TOTAL FUNDS	<u>99,601</u>	<u>(111,096)</u>	<u>(11,495)</u>

Training Link

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

Training Link

Detailed Statement of Financial Activities
for the Year Ended 31 March 2024

	31.3.24	31.3.23
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	491	733
Investment income		
Deposit account interest	634	180
Charitable activities		
Service programme income	11,259	9,492
Grants	<u>58,968</u>	<u>17,844</u>
	<u>70,227</u>	<u>27,336</u>
Total incoming resources	71,352	28,249
EXPENDITURE		
Charitable activities		
Staff costs	21,863	15,440
Pensions	1,736	911
Rent	4,500	4,361
Water Rates	477	103
Insurance	788	651
Light and heat	2,809	1,707
Telephone	679	979
Postage and stationery	909	1,291
Advertising	1,412	1,263
Sundries	3,067	1,976
Computer expenses	333	191
Exam fees	-	631
Teaching	17,924	15,322
Volunteers costs	-	24
Subscriptions	785	179
Cleaning	1,031	-
Repairs	385	679
Rates	2,133	1,818
Bank charges	<u>85</u>	<u>111</u>
	60,916	47,637
Support costs		
Other		
Depreciation of tangible fixed assets	-	359
Governance costs		
Accountancy and legal fees	<u>660</u>	<u>1,524</u>
Total resources expended	<u>61,576</u>	<u>49,520</u>
Net income/(expenditure)	9,776	(21,271)