

LINCOLNSHIRE PROFICIENCY TESTS COMMITTEE

ANNUAL REPORT

And

FINANCIAL STATEMENT

Registered Charity Number – 514370

For the year ended 31st March 2023

Bankers

NatWest
27/28 St. Peter's Hill
GRANTHAM
NG31 6QG

Independent Auditor

Keith Chambers
Chartered Accountants
Sleaford

LPTC exists to promote the advancement of education and training through City & Guilds Land Based Services awards

Background

The Committee, in accordance with the constitution, consists of members from the NFU, Colleges of Agriculture and Horticulture, County Federation of Young Farmer's Clubs, County Training Groups, Independent Trainers, Representatives of County Assessors and Independent Industrial Members. Wherever possible attempts are made to fill these categories. From these members a Chairman and Vice Chairman are elected. The Centre Organiser, Mrs K Hobson, is the Secretary and Treasurer.

Membership

T – indicates Trustee

Chairman	-	Mr Christopher Foster (T)
Vice Chairman	-	Mr Chris Wray (T)
Committee	-	Mr Andrew Baxter (T) Mr Stephen Cock Mr Trevor Cairns (T) Mr Malcolm Dodds Mr Barry Early Mr Mark Leggott (T) Mrs Elena Malloy (T) Mr Tom Hall Mrs Victoria Wade (T) Mr Neil Rowbottom (T) Mr Simon Gadd (T) Mr Mark Ireland (T) Mr Stuart Suddaby (T) Mr Richard Hammond (T)

Trustee Status

There are currently twelve trustees of the charity. All members who are not in breach of Charity Commission regulations are required to be trustees.

LPTC holds insurance for general liability, professional liability and management liability to cover both training aspects and also trustee indemnity.

Assessment Centre Organiser

The Organiser is self-employed and the Committee adopt a Service Contract at the AGM. The Organiser is paid £ 14.00 for every assessment returned to City & Guilds for certification.

Assessors

There are currently ten PA assessors regularly used by LPTC.

There are four Chainsaw assessors in the county, with a new assessor due to be verified in June joining the team.

All other qualifications including integrated as well as independent assessments are well covered by existing assessors.

Following ratification by the committee at the AGM last year, the pesticide assessors are paid the hourly rate £ 27.50 and chainsaw assessors are paid £ 225.00 per day. Mileage rate is 45 p/mile. LPTC funds the purchase of first aid kits for all their Lincolnshire based assessors and also reimburses the cost of attending mandatory City & Guilds assessor up-dates including mileage for those up-dates held out of county. In addition Assessor First Aid courses are also funded by LPTC.

The number of assessments completed by the Centre between 1st April 2022 to 31st March 2023 is 1044. Thanks must be extended to training providers, trainers and assessors alike for your continued support and work with LPTC over the last year.

Training Providers

LPTC have been pleased to welcome business from Riseholme College, Rural Training Links, HM Prison Service, Progreen Weed Solutions Ltd, Goole Training and Holderness Training. LPTC are grateful to them for referring all their testing through the Lincolnshire Centre.

Marketing

LPTC shared stand space with Cola Training Services Ltd at the Newark Midland Machinery Show in November 2022.

Overview

The Lincolnshire Proficiency Tests Committee have held meetings on two occasions since the last AGM in May 2022. The first in November 2022 and the second in January 2023. LPTC have agreed to move to on-line banking and this is the process of being completed. The Pesticide/Machinery assessors and trainers met in February giving them a chance to share and discuss information across their sector. The committee raised a concern by the trainers/training providers with City & Guilds regarding on-screen tests for candidates where English is their second language.

In addition, the Constitution Review sub-committee met on 12th April 2023 and thanks to those who attended and will feed back to this meeting later on.

Quality Assurance is a main focus of the Centre and continued document checks and physical observations of assessors are planned and undertaken throughout the year. The Centre Audit took place on 13th September 2022 when the Centre was awarded 'low risk'. The next audit will be remote sampling activity scheduled for September.

Again, LPTC has focused on delivering a high standard of customer service and good levels of communication with all involved parties.

This report was presented to the Lincolnshire Proficiency Tests Committee at their Annual General Meeting on Monday, 22nd May 2023.

Christopher Foster, Chairman, Lincolnshire Proficiency Tests Committee

