BESA Annual Report 2019

BRITISH EDUCATIONAL SUPPLIERS ASSOCIATION

Contents

Chair's introduction – Annual Report 2018/19

By Chris Ratcliffe, Chair of the British Educational Suppliers Association

I started last year's report by saying how the BESA team were really hitting their stride, and we saw the momentum really continue this year. This is yet another smorgasbord of a report full of stats, facts and initiatives to sink your teeth into.

To whet your appetite, here's your amuse-bouche, membership: it has been another record-breaking year. Over the 12 months, the membership team has welcomed 109 new companies into membership, of these 84 have become full BESA members, and 25 are start-ups which have joined our Launchpad programme. We have seen three consecutive quarters of record membership growth – and membership currently stands at 362, which is the highest in BESA's 86-year history. It isn't all about new members though, member satisfaction is also increasing. In the annual member survey this year, our Net Promoter Score (NPS) was 67 – a three percentage point increase on the previous year, and the fourth year of sustained growth.

Onto the starter course: events. The events team have taken 120 companies abroad to 12 different events held on three different continents. As well as taking companies across the world, the events team have organised 75 events in the UK – ranging from Special Interest Groups, Insight Days, EdTech Exchange Dinners and BESA Open Days. In addition to the usual events, BESA has partnered with the Department for Education to run a successful series of LearnED conferences and exhibitions, in each of the eight regions of England – which has just won Silver for "Best New Event" in the Association Excellence Awards. 37 BESA member companies exhibited at the events, alongside eight classroom equipment suppliers who furnished the Demonstrator Classrooms. These events have been phenomenally well attended by senior leaders from schools across the country – with 934 attending in total. 92% said that they would attend again next year. On average 117 school leaders attended each event.

And to your main course – the BESA team itself. This year has concluded with some changes within the team. Patrick Hayes, until a few weeks ago Director of BESA has moved onto pastures new. BESA has a huge amount to thank Patrick for, including his bounding Tiggerish energy, keen eye for a commercial opportunity, and expansion of our market research amongst much more. He leaves BESA in a better place than when he found us, and with a fantastic base from which to continue our journey. Patrick has been replaced by two Directors of BESA, Julia Garvey joins BESA as Operations Director, and Steve Whitley joins us as Commercial Director. Known to many of you already, these two very strong, passionate and energetic individuals will help expand BESA's offer to our members and take our message further into schools and around the world. We also need to welcome the new starters of Alexander Shea as BESA's Policy Analyst, and Arianna Franculacci, our new Events Coordinator.

Focusing on new starters should not, however, distract from the the huge effect all of the team have had on the seemingly ever-increasing output and impact of the BESA office. Thank you from all of the membership to all of the BESA team.

And now for a quick palate cleanser: strengthening of relations with the Department for Education. The number of influencer panels Caroline sits on continues to grow – with Caroline being appointed to be the Co-Chair of the Department for Education's EdTech Leadership Group and Department for International Trade's Education Sector Advisory Group – two of the most influential education groups in government.

Penultimately dessert, an area very close to my heart: resourcing. When I became Chair of BESA back in December 2016 I spoke to the Executive Council about my wish to work closely with "unions and associations to produce research to show how the reduction in spend on education resources and services is having a detrimental impact on standards, teachers and the industry." I was delighted when Caroline and Patrick picked up this baton and created their Resource Our Schools campaign. This is being renewed this year and I was over the moon to see Alex's recent policy update which focussed on:

> **New research highlights importance of investment in school resources:** where the Education Policy Institute (EPI) reported that, for every £1 that schools now spend, only 4p are invested in learning resources.
>
> **New UCL study suggests investment in education resources key reason why students at private schools are performing better at A Level:** outside of natural pupil ability, family background and random variation, a school's investment in learning resources is the key predictor of students' test scores. The key finding was that the better facilities in terms of learning resources, science laboratories, academic subscriptions and class size were behind the improved performance.
>
> **A UCL study is latest in body of research which shows that investing in educational resources improves academic outcomes:** which quoted studies to show that investing in educational resources reduces teacher workload and increases outcomes for students.

Alex even demonstrated that we can show government how investing in additional resources pays for itself in higher tax receipts.

When I wrote my report last year, the then Chancellor, Philip Hammond, had announced an additional pot of £400 million in the budget to help schools buy "the little extras they need". This year, although the politics may have changed a little the reality of budget cuts has not. In three weeks' time we will all be voting in the General Election, and Education funding has been a big focus of all parties in the run-up to the vote. It is incumbent on BESA members and staff to keep up the pressure on whichever government is returned to deliver on these promises.

And finally, coffee, chocolate and thank you's. It has been a very busy year for the members of BESA's Executive Council, the team overseeing all of BESA's activities and offering essential strategic direction. There has been a lot of work to get through in the last year, including giving Caroline and the team direction on a new strategic plan and much more. As always, I would like to say a very warm 'thank you' to all of the members of Executive Council for putting in the time and energy to help ensure the BESA goes from strength-to-strength. In particular, I would like to thank my Vice Chair Christine Major, Treasurer Stuart Abrahams and the other two members of the Finance and Resources Committee, Simon Hill and Simon Winfield. I'd also like to extend my gratitude to the outgoing members of Council this year: Tom Hall, Murray Hudson, Michael Forshaw, John Kershaw and Rod Theodorou.

I would like to thank all companies who took the time to participate in the Executive Council elections this year. When I was initially voted onto Council, eight years ago, there were very few people putting themselves forward for nomination. This year we had an astonishing 51 people standing for nine spaces, by far the most amount – and a greater diversity – of candidates, BESA has ever had. Congratulations to everyone who was successful.

BESA wouldn't be BESA without the time that all of our members give to the organisation, so thank you.

Director General's introduction – Annual Report 2019/20

By Caroline Wright, Director General of the British Educational Suppliers Association

Echoing the Chair's report, I am proud that 2018/19 has continued to be a year of growth for BESA and our members.

BESA reached a record number of members this year taking our combined membership and launchpad service users to well over 400. Our increasing size and associated sector influence have allowed the secretariat to work closely with our growing membership to better support, promote and champion the inspiring work of our industry to a global audience of teachers and educationalists, Governments and policy-makers.

I am grateful to our talented Executive Council for their input, development and sign off for BESA's new and exciting five-year strategy in Spring 2019. This strategy includes plans for new member services and groups, which will join an expanded range of new initiatives introduced during 2018/19, including our joint BESA and DFE LendED and LearnED initiatives, better connecting school decision-makers and purchasers with quality educational products and services through both online and face-to-face CPD opportunities. We have also developed new member networks this year with the introduction of two new groups – our Curriculum and Women in Education Industry Working Groups.

These new services have only been possible as a result of increasing member engagement, and I am incredibly grateful to BESA members for their generosity offering both time and insights to help steer and develop BESA's policy-positions on a whole range of important education issues impacting on our members. In particular I would like to thank the Furniture, Export, and EdTech special interest groups for their work informing and shaping BESA's policy engagement with Government departments and political stakeholders notably on the DfE's School Furniture Procurement processes, and the publication of the DfE's EdTech and joint DfE/DIT Export Strategies. Finally, on the policy front whilst Brexit continues to divide Britain, BESA has benefited greatly from our relationship with Europe this year, after Barrister Alexander Shea joined us from the European Courts of Justice to lead on BESA's policy and influencing work. His outstanding work has already had a huge impact in driving forward's BESA's work in this area.

Over the coming year I look forward to working with the rest of the BESA team to drive forward an improved training and services offer to members. We have now taken our successful EdTech Exchange joint venture entirely within BESA's ownership and this will allow us the opportunity to revitalise both our EdTech offering to members, and provide us with the potential to extend this popular meeting format to other sectors of our membership.

Our international work continues apace responding to the increasing appetite of BESA members to export to new and emerging education markets around the globe. BESA and high quality British educational products and resources are also in increasing demand from Governments looking to reform their education systems as well as a buoyant international schools' market. We have seen a significant upturn in opportunities and interest in the ASEAN region, particularly Vietnam and China as well as strong continued interest from the Gulf states of UAE, Jordan, Lebanon, and the Kingdom of Saudi Arabia.

BESA's success is a result of trust and collaboration between the talented members of BESA's secretariat, and the dynamic and inspirational community of BESA member companies, both of which I am proud to represent. Thank you all for your support over the past year and I look forward to working with all of you over the coming year.

Treasurer's Report - Annual Accounts 2018/19

By Stuart Abrahams, Treasurer of the British Educational Suppliers Association

The past 12 months have been a period of growth for the trade association – and significantly growth that has come through the development of new events initiated by BESA.
In my second year as Treasurer, I am pleased to report that BESA's finances are healthy – and unlike last year, no legacy issues to contend with.

Overall revenue increased by 30% to £2.15 million in the past year. This increase came from several key areas:

- Events revenue increased by 17%. This was due to the introduction of new events initiated by BESA, in both the UK and Internationally. In the UK, BESA launched its not-for-profit LearnED series in partnership with the DfE, working with 37 BESA members to run a roadshow that almost a thousand senior leaders attended across eight different events.

- Overseas, the events team pioneered BESS Vietnam with the Department for international Trade (DIT) – the first time BESA has run an exhibition in Vietnam.

- BESA's membership subscriptions revenue increased – this was primarily driven by new members joining BESA. We received £458,261 this year, almost £10,000 more than last, despite many members reporting lower revenues and falling into lower subscription fee bands as a result of challenging economic circumstances. As you can also see, new member admission fees have increased by 29% to £6,500.

- You will also see a significant decline in our debtors – a 19% drop year-on-year - this has been driven by the fantastic work that our tenacious bookkeeper, Mina Patel, has been doing, ensuring that our debtors pay in record time.

Overall BESA generated a surplus of £50,634 this year. This contrasts with a loss of -£219,469 in the past financial year. As I explained last year, it should be noted that this arose due to a one off legacy issue caused by one of the event organisers BESA works with informing us that the amount they had told us to invoice them for over the past six years had been overstated. Had this legacy issue not arisen, BESA would have generated a surplus last year of £16,684.

We know that trading conditions have been challenging in our market over the past year, which has had an impact upon BESA's historical sources of income. The fact that BESA has continued to innovate and find substantial new revenue streams, such as the LearnED events, means we are well positioned to go from strength-to-strength over the next financial year.

I would like to thank Gerald Edelman Chartered Accountants for their work in auditing BESA's accounts for a second time – and say a particular thanks to Mina Patel for her work in preparing the financial information for the audit, while our Financial Controller – Ankita Patel – has been on maternity leave.

As Treasurer, I put these accounts to the AGM for formal approval.

Minutes of the 2018 Annual General Meeting
of the British Educational Suppliers Association

Date: 8 November 2018

Venue: Queen Elizabeth II centre, London

Minutes:

1. **Start** – The meeting commenced at 2.00pm.

2. **Minutes** – Minutes of the 2017 AGM were approved.

3. **Introduction** – The Chair, Chris Ratcliffe, opened the AGM and gave his Chair's report.

4. **Treasurer's Report** – The Treasurer Stuart Abrahams introduced Treasurer's report and Annual Report and Accounts 2017/18.

4. **Approval of resolutions**

- The Chair introduced resolution A 'That the Annual Report and Accounts for 2016/17 are approved'. Resolution A was agreed nem. con.
- The Chair introduced resolution B 'That Gerald Edelman, Chartered Accountants, be appointed auditors for 2017/18'. Resolution B was agreed nem. con.
- The Chair introduced resolution C 'That Association subscriptions for 2018/19 be increased by 2%.' Resolution C was agreed nem. con.

5. **New Council members** – The Director General, Caroline Wright, announced the results of the voting for the Executive Council elections. Cath Chell, Christine Major, Katie Blainey, Shola Omogbehin, Murray Hudson, and Stuart Abrahams, were duly elected.

6. **Close** – The meeting closed at 2.15pm.

BESA Annual General Meeting 2019 – Proposed Ordinary Resolutions

Resolution A “That the Annual Report and Accounts for 2017/18 are approved.”

Resolution B “That Gerald Edelman, Chartered Accountants, be appointed auditors for 2018/19.”

Resolution C “That Association subscriptions for 2019/20 be increased by 2%.”

Company Registration No. 01097059 (England and Wales)

BRITISH EDUCATIONAL SUPPLIERS ASSOCIATION

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2019

BRITISH EDUCATIONAL SUPPLIERS ASSOCIATION

COMPANY INFORMATION

Directors	S J Abrahams L E Burton J E Doherty M J Forshaw T J Hall S C Hill M M Hudson J G C Kershaw M J Koster-Marcon C D Mahady C Major J K Mann C P Ratcliffe R Theodorou S W Winfield K Blainey C Chell D Jones S Omogbehin G Coleman
Secretary	C J P Wright
Company number	01097059
Registered office	20 Beaufort Court Admirals Way London E14 9XL
Auditor	Gerald Edelman 73 Cornhill London EC3V 3QQ

BRITISH EDUCATIONAL SUPPLIERS ASSOCIATION

CONTENTS

BRITISH EDUCATIONAL SUPPLIERS ASSOCIATION

DIRECTORS' REPORT

FOR THE YEAR ENDED 31 MARCH 2019

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

Principal activities
The principal activity of the company continued to be that of activities of business and employers membership organisations.

Directors
The directors who held office during the year and up to the date of signature of the financial statements were as follows:

S J Abrahams	
L E Burton	
J E Doherty	
M J Forshaw	
T J Hall	
J E Harley	(Resigned 8 November 2018)
P Harrington	(Resigned 3 November 2018)
S C Hill	
M M Hudson	
J G C Kershaw	
M J Koster-Marcon	
C D Mahady	
C Major	
J K Mann	
C P Ratcliffe	
C D Stone	(Resigned 8 November 2018)
R Theodorou	
S F Whitley	(Resigned 10 September 2018)
S W Winfield	
K Blainey	(Appointed 8 November 2018)
C Chell	(Appointed 8 November 2018)
D Jones	(Appointed 8 November 2018)
S Omogbehin	(Appointed 8 November 2018)
G Coleman	(Appointed 29 March 2019)

Auditor
In accordance with the company's articles, a resolution proposing that Gerald Edelman be reappointed as auditor of the company will be put at a General Meeting.

Statement of directors' responsibilities
The directors are responsible for preparing the annual report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement of disclosure to auditor
So far as each person who was a director at the date of approving this report is aware, there is no relevant audit information of which the company's auditor is unaware. Additionally, the directors individually have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the company's auditor is aware of that information.

Going concern
Having reviewed the company's financial forecasts and expected future cash flows, the directors have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Thus they continue to adopt the going concern basis in preparing the financial statements for the year ended 31 March 2019.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

On behalf of the board

C P Ratcliffe
Director

Date: 21/10/19

BRITISH EDUCATIONAL SUPPLIERS ASSOCIATION

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF BRITISH EDUCATIONAL SUPPLIERS ASSOCIATION

Opinion

We have audited the financial statements of British Educational Suppliers Association (the 'company') for the year ended 31 March 2019 which comprise the income and expenditure account, the balance sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2019 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The directors are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception
In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the directors' report and take advantage of the small companies exemption from the requirement to prepare a strategic report.

Responsibilities of directors
As explained more fully in the directors' responsibilities statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: http://www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF BRITISH EDUCATIONAL SUPPLIERS ASSOCIATION

Use of our report

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members, as a body, for our audit work, for this report, or for the opinions we have formed.

Hiten Patel

Hiten Patel FCCA (Senior Statutory Auditor)
for and on behalf of Gerald Edelman

21 October 2019

Chartered Accountants
Statutory Auditor

73 Cornhill
London
EC3V 3QQ

BRITISH EDUCATIONAL SUPPLIERS ASSOCIATION

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2019

		2019	2018
		£	£
Income	**2**	2,153,149	1,657,568
Cost of sales		(1,136,277)	(983,209)
Gross surplus		1,016,872	674,359
Administrative expenses		(967,009)	(894,590)
Operating surplus/(deficit)		49,863	(220,231)
Interest receivable and similar income		762	952
Surplus/(deficit) before taxation		50,625	(219,279)
Tax on surplus/(deficit)		9	(190)
Surplus/(deficit) for the financial year		50,634	(219,469)

BRITISH EDUCATIONAL SUPPLIERS ASSOCIATION

BALANCE SHEET

AS AT 31 MARCH 2019

	Notes	2019 £	2019 £	2018 £	2018 £
Fixed assets					
Tangible assets	4		18,992		4,995
Investments	5		50		50
			19,042		5,045
Current assets					
Debtors	7	950,528		1,167,985	
Cash at bank and in hand		1,127,927		719,039	
		2,078,455		1,887,024	
Creditors: amounts falling due within one year	8	(996,353)		(817,596)	
Net current assets			1,082,102		1,069,428
Total assets less current liabilities			1,101,144		1,074,473
Provisions for liabilities	9		(212,190)		(236,153)
Net assets			888,954		838,320
Reserves					
Income and expenditure account			888,954		838,320

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

The financial statements were approved by the board of directors and authorised for issue on 21/10/19 and are signed on its behalf by:

C P Ratcliffe
Director

Company Registration No. 01097059

1 Accounting policies

Company information

British Educational Suppliers Association is a private company limited by guarantee incorporated in England and Wales. The registered office is 20 Beaufort Court, Admirals Way, London, E14 9XL.

1.1 Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared in sterling, which is the functional currency of the company. 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 directors have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Thus the directors continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Income and expenditure

Event/service turnover includes charges (excluding VAT) invoiced to participating members for space and services at exhibitions, missions, seminars and other non-subscription services and is included within the financial statements for the period in which the event has been concluded.

Event/service turnover also consists of grants provided by the Department for International Trade (DIT). Participating members apply to British Educational Suppliers Association (BESA) for support and then BESA makes these applications to the DIT. The DIT provides BESA with the grants to be issued to participating members in addition to a mark-up, meaning that a small surplus is made on each grant application. Turnover and expenses are included within the financial statements for the period in which the event to which the grants relate has been concluded.

Membership subscriptions are recognised in the year to which they relate. Admission fees are charged at a time a member joins the Association and are recognised in the year of admission.

When cash inflows are deferred and represent a financing arrangement, the fair value of the consideration is the present value of the future receipts. The difference between the fair value of the consideration and the nominal amount received is recognised as interest income.

Revenue from contracts for the provision of professional services is recognised by reference to the stage of completion when the stage of completion, costs incurred and costs to complete can be estimated reliably. The stage of completion is calculated by comparing costs incurred, mainly in relation to contractual hourly staff rates and materials, as a proportion of total costs. Where the outcome cannot be estimated reliably, revenue is recognised only to the extent of the expenses recognised that are recoverable.

1.4 Research and development expenditure

Research expenditure is written off against profits in the year in which it is incurred.

1.5 Tangible fixed assets

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

1 Accounting policies **(Continued)**

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

Fixtures and fittings	Straight line over 10 years
Office equipment	Straight line over 4 years

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 credited or charged to surplus or deficit.

1.6 Fixed asset investments

Interests in subsidiaries, associates and jointly controlled entities are initially measured at cost and subsequently measured at cost less any accumulated impairment losses. The investments are assessed for impairment at each reporting date and any impairment losses or reversals of impairment losses are recognised immediately in surplus or deficit.

A subsidiary is an entity controlled by the company. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

An associate is an entity, being neither a subsidiary nor a joint venture, in which the company holds a long-term interest and where the company has significant influence. The company considers that it has significant influence where it has the power to participate in the financial and operating decisions of the associate.

Entities in which the company has a long term interest and shares control under a contractual arrangement are classified as jointly controlled entities. The jointly controlled entity is accounted for at cost less impairment.

1.7 Impairment of fixed assets

At each reporting period end date, the company reviews the carrying amounts of its tangible 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). Where it is not possible to estimate the recoverable amount of an individual asset, the company estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset (or cash-generating unit) is estimated to be less than its carrying amount, the carrying amount of the asset (or cash-generating unit) is reduced to its recoverable amount. An impairment loss is recognised immediately in surplus or deficit, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset (or cash-generating unit) is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset (or cash-generating unit) in prior years. A reversal of an impairment loss is recognised immediately in surplus or deficit, unless the relevant asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

1 Accounting policies **(Continued)**

1.8 Cash at bank and in hand

Cash at bank and in hand are basic financial assets and 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.

1.9 Financial instruments

The company 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 company's balance sheet when the company 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.

Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

Basic financial liabilities

Basic financial liabilities, including creditors, 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 business 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.

1.10 Taxation

The company is exempt from corporation tax, it being a company not carrying on a business for the purposes of making a profit. However, corporation tax is payable on investment income or bank interest receivable during the year at the normal UK corporation tax rates.

1 Accounting policies (Continued)

1.11 Provisions

Provisions are recognised when the company has a legal or constructive present obligation as a result of a past event, it is probable that the company will be required to settle that obligation and a reliable estimate can be made of the amount of the obligation.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation. Where the effect of the time value of money is material, the amount expected to be required to settle the obligation is recognised at present value. When a provision is measured at present value, the unwinding of the discount is recognised as a finance cost in surplus or deficit in the period in which it arises.

1.12 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

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 company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.14 Leases

Rentals payable under operating leases, including any lease incentives received, are charged to profit or loss on a straight line basis over the term of the relevant lease except where another more systematic basis is more representative of the time pattern in which economic benefits from the leases asset are consumed.

1.15 Foreign exchange

Transactions in currencies other than pounds sterling are recorded at the rates of exchange prevailing at the dates of the transactions. At each reporting end date, monetary assets and liabilities that are denominated in foreign currencies are retranslated at the rates prevailing on the reporting end date. Gains and losses arising on translation are included in the profit and loss account for the period.

2 Turnover

An analysis of the company's turnover is as follows:

	2019	2018
	£	£
Subscriptions	458,261	448,271
Admission fees	6,500	5,050
Event/service turnover	1,688,388	1,440,400
Refunds	-	(236,153)
	2,153,149	1,657,568

Refunds above relate to over charging during the previous 6 years. See note 9 for further disclosures.

3 Employees

The average monthly number of persons (including directors) employed by the company during the year was 13 (2018 - 11).

4 Tangible fixed assets

	Fixtures and fittings	Office equipment	Total
	£	£	£
Cost			
At 1 April 2018	33,223	81,049	114,272
Additions	1,083	18,285	19,368
At 31 March 2019	34,306	99,334	133,640
Depreciation and impairment			
At 1 April 2018	31,662	77,615	109,277
Depreciation charged in the year	848	4,523	5,371
At 31 March 2019	32,510	82,138	114,648
Carrying amount			
At 31 March 2019	1,796	17,196	18,992
At 31 March 2018	1,561	3,434	4,995

5 Fixed asset investments

	Notes	2019	2018
		£	£
Investments in joint ventures	6	50	50

Movements in fixed asset investments

	Shares in participating interests
	£
Cost	
At 1 April 2018 & 31 March 2019	50
Carrying amount	
At 31 March 2019	50
At 31 March 2018	50

6 Joint ventures

On 19 January 2018 the Association formed a joint venture, EdTech Exchange Limited, with Founders Exchange Limited (FEL). British Educational Suppliers Association (BESA) and FEL have created the joint venture to create an unparalleled, international network of EdTech founders with BESA taking on responsibility for the operational running and expansion of EdTech Exchange Limited.

Details of the company's joint ventures at 31 March 2019 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held Direct	Indirect
EdTech Exchange Limited	England & Wales	EdTech mentoring company	Ordinary	50	

Post year end, the company acquired the remaining shareholding of EdTech Exchange Limited.

7 Debtors

	2019	2018
Amounts falling due within one year:	**£**	**£**
Trade debtors	100,049	756,171
Other debtors	850,479	411,814
	950,528	1,167,985

8 Creditors: amounts falling due within one year

	2019	2018
	£	**£**
Trade creditors	234,317	172,704
Corporation tax	-	190
Other taxation and social security	76,419	97,171
Deferred income	470,541	300,077
Other creditors	161,765	176,487
Accruals	53,311	70,967
	996,353	817,596

9 Provisions for liabilities

	2019	2018
	£	**£**
Refund provision	212,190	236,153

9 Provisions for liabilities **(Continued)**

Event commission income is determined in reference to the historic agreement with the event organiser. The above provision is in relation to the previous years where the event organiser informed BESA of the amount of its share of the income from the show. This commission income is based on the exhibition square meterage. The event organiser informed BESA in August 2018 that the amount they had told BESA to invoice them for over the past six years had been overstated. Since the year end an agreement has been reached with the event organiser that BESA will make good the overpayment by reducing the future income received from the event organiser in relation to the event by 50%. It is estimated that the amount will be cleared within 6-7 years.

10 Members' liability

The company is limited by guarantee, not having a share capital and consequently the liability of members is limited, subject to an undertaking by each member to contribute to the net assets or liabilities of the company on winding up such amounts as may be required not exceeding £10.

11 Operating lease commitments

Lessee

At the reporting end date the company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, as follows:

	2019	2018
	£	£
	210,208	256,208

The operating leases above are currently within a break notice period, the lease can be terminated by serving a break notice not less than six months.

12 Related party transactions

The Association has been part of a joint venture, EdTech Exchange Limited, with Founders Exchange Limited to create an unparalleled, international network of EdTech founders. The Association has taken on responsibility for the operational running and expansion of EdTech Exchange Limited, providing the support and services of the Association's employees, with no costs transferred.

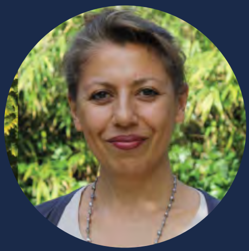
During the year, the Association provided support totalling to a value of £12,530 (2018: £nil) and received management fees of £14,397 (2018: £nil). At the year end an amount of £12,000 (2018: £nil) was owed to the Association by EdTech Exchange Limited.

During the year the Association had other related party transactions, all of which were entered into on an arm's length basis.

Caroline Wright
Director General

Julia Garvey
Operations Director

Steve Whitley
Commercial Director



Nina Iles
Head of EdTech

Ankita Patel
Financial Controller

William Prieto-Parra
Head of Events

Mark Rosser
Communications and Website Manager

Alexander Shea
Policy Analyst

Yasmin Barnett
Deputy Head of Events

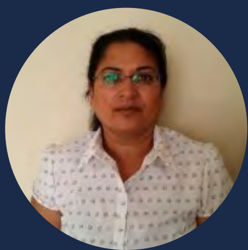
Arianna Franculacci
Events Coordinator

Lois Mills
Events Coordinator

Roisin McHugh
Events and Communications Coordinator

Robert Harries
Membership Coordinator

Maxine Hoffland
PA to the Director General



Mina Patel
Book Keeper

besa

BRITISH EDUCATIONAL SUPPLIERS ASSOCIATION

20 Beaufort Court, Admirals Way
London E14 9XL

Tel +44 (0)20 7537 4997
Fax +44 (0)20 7537 4846
Email besa@besa.org.uk
Web besa.org.uk

@besatweet