

SPARROW SCHOOLS FOUNDATION
ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2021

Charity No: 1082286

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TRUSTEES AND ADVISERS

TRUSTEES

Lisa Burnapp (Chairman)
Chris Chandler (President)
Philip Brooke
Judy Davids
Heather Holden-Brown
George Marsh
James Moseley
Julie Richards
Maria Valentine
Amanda Brauer
Henry Chaw (appointed January 2021)
Harry Hughes-Davies (appointed January 2021)

SECRETARY

Philip Brooke

TREASURER

James Moseley

CHARITY NUMBER

1082286

PRINCIPAL OFFICE

42 Alleyn Park
London
SE21 7AA

INDEPENDENT EXAMINER

Frederick Morton ACA
20 Main Road
Etton
Peterborough
PE6 7DA

BANKERS

HSBC plc
CAF Bank

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TRUSTEES REPORT

The Trustees present their annual report and the accounts for the year ended 31st December 2021.

Structure, governance and management

The Foundation was established by a Trust Deed dated 29 August 2000. It received charitable status on 5th September 2000 and is registered in England. The Trustees who served during the year were:

Lisa Burnapp (Chairman)
Philip Brooke
Lisa Burnapp
Judy Davids
Heather Holden-Brown
George Marsh
James Moseley
Julie Richards
Maria Valentine
Amanda Brauer
Henry Chaw (appointed January 2021)
Harry Hughes-Davies (appointed January 2021)

The Treasurer is James Moseley and the Secretary is Philip Brooke. Once a year a special meeting is held for the reappointment of Trustees, which is decided by majority vote. Other Trustees may be appointed as required during the course of the year.

The Trustees have examined the major risks which the Foundation faces and confirm that systems have been established so that the necessary steps can be taken to lessen any such risks.

Public Benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on Public Benefit when reviewing the charity's aim and objectives and in planning future activities. In particular, the Governors consider how planned activities will contribute to the aims and objectives they have set.

Objectives and activities

The Objectives of the Foundation are to advance the education of young people in England and South Africa, in particular but not exclusively by:

- (a) Supporting the charitable work of the Sparrow Educational Trust, a non-profit organisation established in South Africa, and of any organisation in South Africa with the same or similar aims as the charity; and

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TRUSTEES REPORT (continued)

- (b) Promoting and assisting in the organisation of exchanges between the staff and pupils of schools run by the Sparrow Educational Trust (or by organisations in South Africa with the same or similar aims as the charity) and the staff and pupils of English schools and vice versa.

Financial review

In the year ended 31 December 2021 the Foundation's gross income was £91,299 (2020: £64,934). The increase is due to a pick up in fundraising activity in 2021 compared to 2020 as we emerged from the Covid 19 pandemic.

As in previous years, this income was generated mainly by a combination of:

- A fundraising event held by the Trustees, notably a Christmas Carol Concert that was held virtually due to the Covid 19 pandemic. Unfortunately, the Golf Day for 2020 had to be cancelled due to the pandemic and was rescheduled from May to September in 2021.
- A scheme of regular monthly giving by friends of Sparrow. This scheme is designed to support an entire class rather than individual Sparrow pupils and a further review is planned in 2022 to ensure that it is meeting the needs of learners in South Africa post pandemic.
- Donations from a growing circle of supporters including individuals, schools, corporate bodies and grant-making trusts.

The gross income in 2021 of £91,299 compares to £64,934 in 2020. The Trustees again wish to record their grateful and sincere appreciation of all those individuals and bodies who have donated so generously throughout the year. The total amount of restricted funds received in the year was £6,840 compared with £6,326 in the previous year.

Overall, the cost of fundraising activities was £33,192 (2020: £5,201) during the year, reflecting Christmas Carol costs, whereas the event was held virtually in 2020. In 2021 the Trustees made payments totalling £75,000 to Sparrow Schools (2020: £77,500).

After the £75,000 payments to Sparrow Schools in 2021 the net movement in funds for the year ended 31st December 2021 was a net deficit of £(16,893) compared to a deficit of £(17,767) in 2020.

Reserve policy

The Trustees consider it prudent to ensure that in the event of a significant, unforeseen drop in income, they should have sufficient funds available to enable them to continue for one year with their direct fundraising activity along present lines, allowing them the opportunity to consider ways of restoring income levels. On this basis it is the policy of the charity that general funds should be retained at £30,000, a level approximately equivalent to the costs on one year's direct fundraising activity. At 31 December 2021 total unrestricted reserves amounted to £50,633 (2020: £68,040).

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TRUSTEES REPORT (continued)

Activities

As in previous years, the Foundation remains focused on providing sustainable financial support to enhance the quality of teaching at Sparrow Schools, encourage staff retention through training and development and fund facilities that create an appropriate learning environment for students. During 2021, the Trustees remained in close contact with Jackie Gallagher and Renata Noble at Sparrow Schools SA to ensure that financial support from the UK was tailored appropriately to help maintain continuity for learners attending school and/or learning remotely during the pandemic and its immediate aftermath. In addition, Henry Chaw and Harry Hughes- Davies joined as Trustees to help support our work on the key priorities we identified as a Board in 2019: extending sponsorship and fund-raising networks, school engagement, improved use of technology and communications and Board structure and governance.

Our key fund-raising events returned in 2021 with the annual 'Golf Day' organised by Richard Bernhard taking place in September 2021, postponed from May, and the 'Celebration of Christmas' led by Heather Holden-Brown (Trustee) returning to its face-to-face format at the Royal Hospital, Chelsea in December 2021. These remain central to our fund-raising activities and we are particularly grateful to our loyal network of supporters, who have remained dedicated to 'Sparrow' throughout the pandemic and enabled the charity to achieve a strong financial position during a prolonged period of economic challenge and uncertainty.

Trustees remain committed to our agenda for change and development and our quarterly Trustee meetings continue on-line, are well attended and productive. As Chairman, I am grateful to every one of my fellow Trustees for their commitment and enthusiasm to our work. The programme of work planned for 2022 includes a face to face meeting with Jackie Gallagher when she attends the 'Golf Day' in May (COVID-19 permitting), a review of the 'Educate a Child Scheme' led by Harry Hughes- Davies, on-going schools engagement, led by Amanda Brauer and Julie Richards, and, with the support of Henry Chaw, use of technology to support our activities and governance processes. Particular thanks to Philip Brooke for his efficiency as secretary of the Board and to James Moseley who, as Treasurer, has revolutionised our accounting processes and presentation of accounts so that they are clear and accessible to all Trustees. Despite continued uncertainty in the immediate aftermath of the pandemic, we look forward to an optimistic year ahead.

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TRUSTEES REPORT (continued)

Trustees' responsibilities

Charity law requires the Trustees to prepare accounts for each financial year that give a true and fair view of the state of affairs of the Charity, and of its financial activities for that period. In preparing these financial statements, the Trustees are required to:

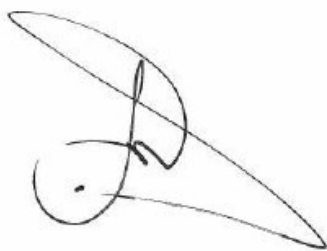
- a) select suitable accounting policies and then apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) state whether the policies adopted are in accordance with the Charities SORP 2005, the Regulations made under Section 151-155 of the Charities Act and with applicable Accounting Standards, subject to any material departures disclosed and explained in the financial statements;
- d) prepare the financial statements on a going concern basis unless it is inappropriate to assume that the Charity will continue to operate.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that the accounts comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

This report was approved by the Trustees on 24 October 2022 and signed on behalf of the Trustees by:



Lisa Burnapp
Trustee



James Moseley
Trustee

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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SPARROW SCHOOLS FOUNDATION

I report to the Trustees on my examination of the accounts of the Sparrow Schools Foundation (the Trust) for the year ended 31 December 2021 as set out on pages 7 to 11.

Responsibilities and basis of report

As the Charity Trustees you are responsible for the preparation of accounts in accordance with the requirements of the Charities Act 2011("the Act").

I report in respect of my examination of the Trustees accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's Statements

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Frederick Morton ACA, 20 Main Road, Etton, Peterborough, PE6 7DA
25 October 2022

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INCOME & EXPENDITURE

	Note	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2 (a)	16,657	6,840	23,497	25,099
Activities for generating funds	2 (b)	67,799	-	67,799	39,783
Investment income - bank interest received		3	-	3	52
TOTAL INCOMING RESOURCES		84,459	6,840	91,299	64,934
RESOURCES EXPENDED					
Costs of generating funds					
Cost of fundraising activities	3 (a)	33,192	-	33,192	5,201
Charitable activities	3 (b)	68,674	6,326	75,000	77,500
NET MOVEMENT IN FUNDS		(17,407)	514	(16,893)	(17,767)
Funds brought forward at 1 January 2021		68,040	6,326	74,366	92,133
Funds carried forward at 31 December 2021		50,633	6,840	57,473	74,366

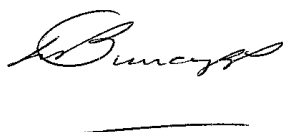
The notes on pages 9 to 11 form part of these accounts.

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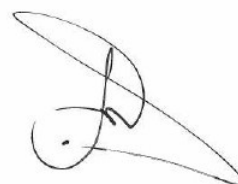
BALANCE SHEET

	Note	2021 £	2020 £
CURRENT ASSETS			
Income tax recoverable on donations		20	2,376
Other debtors		890	1,828
Cash at bank and in hand		56,595	70,162
		57,505	74,366
CREDITORS:			
Amounts falling due within one year			
Creditors		32	-
NET ASSETS		57,473	74,366
FUNDS			
Unrestricted funds		50,633	68,040
Restricted funds	4	6,840	6,326
TOTAL FUNDS		57,473	74,366

Approved by the Trustees 24 October 2022 and signed on their behalf by



L Burnapp
Trustee



J Moseley
Trustee

The notes on pages 9 to 11 form part of these accounts.

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NOTES TO THE ACCOUNTS

1. ACCOUNTING POLICIES

a) Basis of preparation of accounts

The accounts are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP 2005), Accounting and Reporting by Charities and applicable Accounting Standards and the Charities Act 2011.

b) Incoming resources

1. Voluntary income is received by way of sponsorship and is included in full in the Statement of Financial Activities in the year in which they are receivable.
2. Income resulting from the charitable activities is recognised in full in the Statement of Financial Activities in the year in which it is receivable.
3. Investment income is recognised on a receivable basis.

c) Resources expended

Expenditure is recognised when a liability is incurred.

1. Costs of generating funds are those costs incurred in attracting voluntary income.
 2. Costs of fundraising activities are those costs incurred in organising fundraising.
- Charitable activities include donations to the Sparrow Educational Trust.

d) Taxation

The Charity is a registered charity and not subject to taxation.

e) Funds

Unrestricted funds are sponsorship and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets this criteria is charged to the fund.

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2. ANALYSIS OF INCOMING RESOURCES

2(a) Voluntary income

Restricted fund income

	2021	2020
	£	£
Sponsor a child	6,840	6,326

Unrestricted Fund income

General donations	16,657	18,773
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2(b) Activities for generating funds

	2021	2020
	£	£
Carol Concert	54,552	37,073
Golf Day	13,247	2,710
British Designer Sale	-	-
	67,799	39,783

3. ANALYSIS OF TOTAL RESOURCES EXPENDED

Cost of fundraising activities

	2021	2020
	£	£
Carol Concert	26,453	4,344
Golf Day	3,414	-
Insurance	604	529
Miscellaneous	2,181	-
Just Giving Charges	331	216
Bank Charge	209	100
	33,192	5,201

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In the year ended 31 December 2021 no Trustee was reimbursed for travelling, accommodation and entertainment expenses (2020: £nil). The charity has no employees, it relies solely on the efforts of unpaid volunteers. No employee of the charity received any emoluments. (2020 - £nil).

3(b) CHARITABLE ACTIVITIES

During 2021 £75,000 in total was paid out to Sparrow Schools in South Africa (2020: £77,500).

4. RESTRICTED FUNDS

	1 Jan 2021	Incoming Resources	Resources Expended	31 Dec 2021
	£	£	£	£
Sponsor a Child Fund	6,326	6,840	6,326	6,840