

**SPARROW SCHOOLS FOUNDATION**  
**ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**

**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  
Harry Hughes-Davies

**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 2022.

**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:

Christopher Chandler (President)

Philip Brooke

Lisa Burnapp (Chairman)

Heather Holden-Brown

George Marsh

James Moseley

Julie Richards

Maria Valentine

Amanda Brauer

Henry Chaw

Harry Hughes-Davies

The Treasurer is James Moseley and the Secretary is Philip Brooke. Once a year, in January, a special meeting is held for the reappointment of Trustees and Chairman, 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 2022 the Foundation's gross income was £98,856 (2021: £91,299). The increase is due to a pick up in fundraising activity in 2022 compared to 2021 as we emerged from the Covid 19 pandemic.

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

- Two annual fundraising events held by the Trustees, notably a Golf Day in May and a Christmas Carol Concert in December.
- A scheme of regular monthly giving by friends of Sparrow. This scheme is designed to support an entire class rather than individual Sparrow pupils. A planned review of this scheme in 2022 to better meet the needs of learners in South Africa post the COVID-19 pandemic, resulted in the development of a stratified bursary scheme, which will be introduced and embedded during 2023.
- Donations from a growing circle of supporters including individuals, schools, corporate bodies and grant-making trusts.

The gross income in 2022 of £99,856 compares to £91,299 in 2021. 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 £6,703 compared with £6,840 in the previous year.

Overall, the cost of fundraising activities was £31,375 (2021: £33,192) during the year. In 2022 the Trustees made payments totalling £55,000 to Sparrow Schools (2021: £75,000).

After the £55,000 payments to Sparrow Schools in 2022 the net movement in funds for the year ended 31st December 2022 was a net surplus of £13,481 compared to a deficit of £(16,893) in 2021.

**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 2022 total unrestricted reserves amounted to £64,251 (2021: £50,633).

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**TRUSTEES REPORT (continued)**

**Activities**

In the past year, we are delighted that the Foundation has continued to meet its primary aims and objectives: to provide sustainable financial support to enhance the quality of teaching at Sparrow Schools SA, encourage staff retention through training and development and fund facilities that create an appropriate learning environment for students. During 2022, 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 in the immediate aftermath of the COVID-19 pandemic.

Our key fund-raising events in 2022 were the annual 'Golf Day', organised by Richard Bernhard in May and the 'Celebration of Christmas', led by Heather Holden-Brown (Trustee) at the Royal Hospital, Chelsea in December where we were delighted to welcome Melanie Malema from Sparrow Schools SA as our guest. These occasions are an opportunity to showcase the work of the Foundation and are central to our fund-raising activities. As always, we are grateful to our loyal network of supporters, who remain dedicated to 'Sparrow' and have enabled the charity to achieve a strong financial position during a prolonged period of economic challenge and uncertainty. Our supporting UK Schools, who continue to fund-raise on behalf of 'Sparrow', are worthy of special mention in 2022 for their generosity and substantial donations throughout the year.

Trustees remain committed to our agenda for change and development and quarterly on-line Trustee meetings are well attended and productive. I remain indebted to past and present Trustees and sub-committee members for their collective contribution to our fund-raising events and programme of work. The range of skills represented on the Board has enabled us to progress some important innovations during the past year and to build some resilience within the membership of the Board.

In 2023, we plan to continue with our face-to-face fund-raising events and hope to welcome Jackie Gallagher to our 'Golf Day' again in May and/or 'Celebration of Christmas' in December. We will resume an annual Trustee visit to Sparrow Schools SA, for which there is great enthusiasm within the Board. The introduction and consolidation of the new Bursary Scheme, led by Harry Hughes- Davies, to replace the 'Educate a Child Scheme' will be a key focus for Trustees, alongside on-going UK schools engagement and strategies to expand our donor base. The use of technology is becoming more of a necessity in supporting our key priorities. We will continue to explore opportunities to do this whilst ensuring that we retain the personal connections that are at the heart of our relationship with 'Sparrow' friends and supporters. As always, I make particular mention of the support from Philip Brooke as Secretary to the Board and James Moseley as Treasurer for his meticulous preparation of the accounts.

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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.

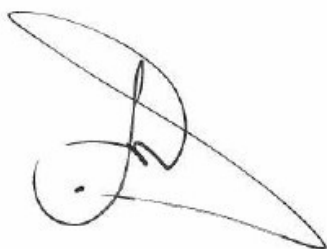
The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that the accounts comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets 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 17 April 2023 and signed on behalf of the Trustees by:

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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 2022 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.



**Name:** Frederick Stephen Morton

**Relevant professional qualification:** ICAEW Membership No. 7506727

**Address:** 20 Main Road, Etton, Peterborough, PE6 7DA

**Date:** 18 April 2023



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**INCOME & EXPENDITURE**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	<b>2 (a)</b>	32,475	6,703	39,178	23,497
Activities for generating funds	<b>2 (b)</b>	60,491	-	60,491	67,799
Investment income - bank interest received		187	-	187	3
<b>TOTAL INCOMING RESOURCES</b>		<b>93,153</b>	<b>6,703</b>	<b>99,856</b>	<b>91,299</b>
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Cost of fundraising activities	<b>3 (a)</b>	31,375	-	31,375	33,192
<b>Charitable activities</b>	<b>3 (b)</b>	<b>48,160</b>	<b>6,840</b>	<b>55,000</b>	<b>75,000</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>13,618</b>	<b>(137)</b>	<b>13,481</b>	<b>(16,893)</b>
Funds brought forward at 1 January 2021		50,633	6,840	57,473	74,366
<b>Funds carried forward at 31 December 2021</b>		<b>64,251</b>	<b>6,703</b>	<b>70,954</b>	<b>57,473</b>

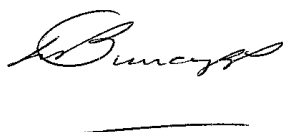
The notes on pages 9 to 11 form part of these accounts.

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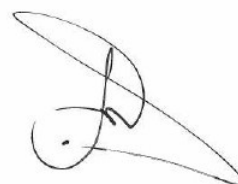
**BALANCE SHEET**

	Note	2022 £	2021 £
<b>CURRENT ASSETS</b>			
Income tax recoverable on donations		6,030	20
Other debtors		1,150	890
Cash at bank and in hand		63,774	56,595
		70,954	57,505
<b>CREDITORS:</b>			
<b>Amounts falling due within one year</b>			
Creditors		0	(32)
<b>NET ASSETS</b>		<b>70,954</b>	<b>57,473</b>
<b>FUNDS</b>			
Unrestricted funds		64,251	50,633
Restricted funds	4	6,703	6,840
<b>TOTAL FUNDS</b>		<b>70,954</b>	<b>57,473</b>

Approved by the Trustees 17 April 2023 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 these criteria is charged to the fund.

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**2. ANALYSIS OF INCOMING RESOURCES**

**2(a) Voluntary income**

**Restricted fund income**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Sponsor a child	6,703	6,840

**Unrestricted Fund income**

General donations	32,475	16,657
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**2(b) Activities for generating funds**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Carol Concert	47,184	54,552
Golf Day	13,308	13,247
British Designer Sale	-	-
	60,491	67,799

**3. ANALYSIS OF TOTAL RESOURCES EXPENDED**

**Cost of fundraising activities**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Carol Concert	25,134	26,453
Golf Day	4,406	3,414-
Insurance	601	604
Miscellaneous	621	2,181-
Just Giving Charges	446	331
Bank Charge	166	209
	31,375	33,192

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In the year ended 31 December 2022 no Trustee was reimbursed for travelling, accommodation and entertainment expenses (2021: £nil). The charity has no employees, it relies solely on the efforts of unpaid volunteers. No employee of the charity received any emoluments. (2021 - £nil).

**3(b) CHARITABLE ACTIVITIES**

During 2022 £55,000 in total was paid out to Sparrow Schools in South Africa (2021: £75,000).

**4. RESTRICTED FUNDS**

	<b>1 Jan 2022</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>31 Dec 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Sponsor a Child Fund	6,840	6,703	6,840	6,703