



THE GAMBIAN PENCIL PROJECT

Charity No. 1088420

www.thegambianpencilproject.com

Email: mail@thegambianpencilproject.com

Minutes of meeting held on 14/12/25 at 18.50 hrs. at 4 Abbey Road,
Sheringham NR26 8HH

Present: Bob Yarbo, Janet Teather, Kate Yarbo

1. Accounts for year ending 31/08/25 were presented and approved.
2. The principal project for year ending 31/08/25 was Taco Sambo project was providing a borehole for the school and building three classrooms and an office.
3. The assets of the charity were transferred to the Pencil Project Foundation a Gambian charity. Roots school, Fajikunda, is now administered by this charity.
4. Kate Yarbo stepped down as a trustee due to illness. John Barron was; appointed as a trustee in January 2025 to oversee the Taco Sambo project, stepping down once the project was completed on 12/07/25.
5. Kate Yarbo appointed as a trustee on 01/11/25
6. Brian Teather removed as trustee on 08/11/25
7. On the charity overview add "assist in providing fresh water to Gambian communities". Add to "Who": "local communities". Add to "How": "fundraise for specific projects".
8. Kate Yarbo to become main contact for Charity Commission.

Meeting Closed at 19.10 hrs.

THE GAMBIAN PENCIL PROJECT

REGISTERED CHARITY NO 1088420

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2025

THE GAMBIAN PENCIL PROJECT
REGISTERED CHARITY NO 1088420
TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 AUGUST 2025

The Trustees present their report and unaudited financial statements for the year ended 31 August 2025.

Reference and Administrative Information

Charity name:	The Gambian Pencil Project
Charity registration number:	1088420
Operational Address:	8 Cromer Road Sheringham Norfolk NR26 8RR
Trustees:	J Teather (Treasurer) B Yarbo B Teather
Bankers:	Nat West Bank Plc 61 Church Street Cromer Norfolk NR27 9YY
Independent Examiner:	Tony Larner Chartered Certified Accountants 23 Station Road Sheringham Norfolk NR26 8RF

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REGISTERED CHARITY NO 1088420
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INDEPENDENT EXAMINERS' REPORT
TO THE TRUSTEES OF THE GAMBIAN PENCIL PROJECT
FOR THE YEAR ENDED 31 AUGUST 2025

We report on the accounts of the charity for the year ended 31 August 2025, which are set out on pages 2 to 4.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Trustees are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to our attention

BASIS OF INDEPENDENT EXAMINERS' REPORT

Our examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINERS' STATEMENT

In connection with our examination, no material matters have come to our attention which gives us cause to believe that, in any material aspect:

- the accounting records were not kept in accordance with section 130 of the 2011 Act; or
- the accounts did not accord to the accounting records; or
- the accounts did 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.

We 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.

Tony Larner

Tony Larner
Chartered Certified Accountants
23 Station Road
Sheringham
Norfolk
NR26 8RF

10 December 2025

GAMBIAN PENCIL PROJECT
STATEMENT OF ASSETS LIABILITIES AS AT 31 AUGUST 2025

2024	CURRENT ASSETS	NOTES	2025
13578.91	Payments in respect of Leasehold Land	Land transferred to Pencil Project Foundation, The Gambia	0
24551.00	Payments in respect of School Buildings	Buildings transferred to Pencil Project Foundation, The Gambia	0.00
	Prepayments & Debtors		0.00
	Cash in Hand		0.00
1085.59	Cash at Bank		610.38
39215.5	TOTAL ASSETTS		610.38
	CURRENT LIABILITIES		
0	Creditors and Accruals		
39215.5	NET CURRENT ASSETS		610.38
39215.5	Restricted Fund		610.38

Signed.....
S.N. Teather

Signed.....
B. Teather

Trustee

Trustee

Date

Date

8/09/25

8/09/25

THE GAMBIAN PENCIL PROJECT Charity No. 1088420 STATEMENT OF FINANCIAL ACTIVITIES

RECEIPTS & PAYMENTS	Total Funds 2025	Restricted 2025	Total Funds 2024	Restricted 2024	Total Funds 2023	Restricted 2023	Total funds 2022
Incoming Resources							
Donations & Gifts	32120	32120	787.8	787.8	177	177	1085.5
Fundraising					5000	5000	
Roots Sponsorship			380	380	1220	1220	1647
Prepayments							
Income Tax Repay(Gift Aid)	252.79	252.79	678.25	678.25	592	592	662.15
Other Income			5.37	5.37	0.67	0.67	0.37
TOTAL INCOME	32372.79	32372.79	1851.42	1851.42	6989.67	6989.67	3395.02
Resources Expended							
Fajikunda School Exps							155
Roots bldg maintenance			63.09	63.09			1368
Sponsored school fees			380	380	1240.83	1240.83	2090
Sponsor grants to families					50	50	105
Bansang School grants							104.95
Borehole costs					5000	5000	
Travel	500	500	800	800			600.61
postage, carriage, freight					16.32	16.32	322
Bank Charges			15.4	15.4	115.2	115.2	10.4
Legal Fees	300	300	500	500	665.21	665.21	
Website; telephone	48	48	48	48	48	48	48
Taco Sambo project	32000	32000					779.79
TOTAL EXPENDITURE	32848	32848	1806.49	1806.49	7135.56	7135.56	5583.75
Net Incoming Resources	-475.21	-475.21	44.93	44.93	-145.89	-145.89	-2188.73
Balance b/fwd	39215.5	39215.5	39170.57	39170.57	39316.46	39316.46	41505.19
Assets tr to Gambian charity	38129.91	38129.91					
Balance c/fwd	610.38	610.38	39215.5	39215.5	39170.57	39170.57	39316.46

THE GAMBIAN PENCIL PROJECT CHARITY NO. 1088420

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2025

1. **ACCOUNTING POLICIES**

ACCOUNTING CONVENTIONS

The accounts have been prepared under the historical cost convention

INCOMING RESOURCES

Represents donations and gifts, investment income and fundraising income on a receivable basis.

2.	<u>CASH AT BANK</u>	2025	2024
	Current Accounts	610.38	1085.59
	Cash in Hand		0
		<hr/>	<hr/>
		<u>610.38</u>	<u>1085.59</u>

3.		<u>RESTRICTED FUND</u>	<u>TOTAL</u>
	Balance at 1 Sept 2024	£39,215.50	£39,215.50
	Assets transferred to Gambian Charity (£38,129.91)		(£38,129.91)
	Net incoming Resources	(£ 475.21)	(£ 475.21)
	Balance at 31 Aug 2025	<u>£ 610.38</u>	<u>£ 610.38</u>

The fund has arisen through continuing fund raising activities to enable the charity to fulfil its purpose in making monies available to complete and maintain the building of the new purpose built school in Fajikunda, The Gambia, and to provide financial assistance to families who are unable to afford education for their children. Monies have also been made available to assist in the provision of facilities for education not normally provided by the local education authority in Bansang, The Gambia. Funds may also be made available to extend relief of poverty by providing food assistance in local communities. Funds may also be made available to provide boreholes to villages in remote areas to provide clean water to the village school and local community. Funds raised by the charity are restricted for these purposes.

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REGISTERED CHARITY NO 1088420

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