



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 1	Month April	Year 2021		Day 31	Month March	Year 2022

## Section A Reference and administration details

**Charity name** The Spark Foundation

**Other names charity is known by**

**Registered charity number (if any)** 1097058

**Charity's principal address**

Hugh House	
Hugh Place	
Faversham, Kent	
<b>Postcode</b>	<b>ME137AD</b>

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Danny Chesterman	Chair		
2	Irene Hall	Treasurer		
3	Sheila Patel			
4	Tracey Sorrell			
5	Kirsty Ginn			
6	James Whitton			
7	Cathy Walker			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
<b>Independent Examiner</b>	Mrs Jennifer Sherwood FCA	1 The Heath, Whitstable, CT5 3HJ
<b>Bankers</b>	Charities Aid Foundation	CAF Bank Ltd, 25 Kings Hill Avenue, West Malling, Kent ME19 4TA

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deed
How the charity is constituted (eg. trust, association, company)	Charitable Trust
Trustee selection methods (eg. appointed by, elected by)	Interviewed by Chair and appointed by Board decision

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- ☐ policies and procedures adopted for the induction and training of trustees;
- ☐ the charity's organisational structure and any wider network with which the charity works;
- ☐ relationship with any related parties;
- ☐ trustees' consideration of major risks and the system and procedures to manage them.

Potential Trustees are invited to attend a meeting of the existing Trustees before a decision is made on appointment so that both parties can be satisfied that the appointment is appropriate.

We have a document defining the responsibilities of Trustees which is explained to all new Trustees.

The Board reviews annually risks and actions to mitigate them.

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

<p>The Objects of the Trust are:</p> <ul style="list-style-type: none"> <li>(a) to relieve young people who are homeless or in financial need</li> <li>(b) to relieve young people who are suffering from mental or physical sickness;</li> <li>(c) to advance the education of young people;</li> <li>(d) to promote the training of young people who through their social and economic circumstances are unable to obtain employment;</li> <li>(e) to provide facilities for the leisure time occupation of young people in order to improve their conditions of life and develop their physical, mental and spiritual capacities that they may grow to full maturity as individuals and members of society</li> </ul> <p>by providing them with grants or loans in cash or in kind or in such other ways as the trustees in their absolute discretion think fit</p>
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**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

<p>The Foundation made 167 individual grants (amounting to £54,584 in total in 2021/22) compared to 161 in the previous year. The successful applicants came via 70 different agencies in all parts of England, 22 of which had never previously applied to the Foundation. The number of grants applied for again went up steeply from 240 in 2020 to 303 in 2021. As in the previous year, our income was not sufficient to meet all applications even where they met our tight criteria. As a result, to keep within our means, we had to turn down a much greater number of applications (136 compared to 80 in 2020). The average grant remained steady at £331 compared with £334 (in 2020).</p> <p>Applications were received for a variety of needs. For example, for young people who have left care, the Foundation provided key goods such as washing machines, carpets and beds. Grants were also given for a wide variety of other needs, for example, laptops, driving lessons, training courses. Grants were mainly given to young people in the age ranges 16 – 20 and 21 – 25.</p> <p>The Foundation’s application form asks for the applicant’s age, gender, nationality and ethnicity and whether or not the applicant has a disability. This information does not have to be supplied for an application to be considered. Once a year the Foundation reviews this information both for applications it has approved and ones it has rejected. It uses this information, and data on the type of grants it has approved, to consider whether any changes should be made to its Grants Policy, website and application forms. The Foundation treats all applicants equally regardless of nationality, religion or ethnic background.</p> <p>The Trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2006 to have due regard to the Charity Commission’s general guidance on public benefit. Benefits are in the form of grants and nearly 100% of the Foundation’s annual expenditure relates to grant payments.</p>
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**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- ☐ policy on grantmaking;
- ☐ policy programme related investment;
- ☐ contribution made by volunteers.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

As in the previous year, the main achievement was in giving out more grants than ever before, whilst continuing to manage the rising number of applications with a minimal administrative cost (less than 5% of income). This is all achieved through the voluntary services of a small Board of Trustees and a part time administrator.

We continued the practice of determining grants entirely virtually. This was needed to handle the increased number of applications and adopt safe methods of work during the pandemic.

During the last five years the number of applications received has increased each year, and this trend has continued again in 2021/22. It is clear that many vulnerable care leavers lost employment and sources of income during the pandemic, and this had knock on effects in being unable to sustain their homes and relationships. In order to keep within Spark's budget, we applied rigorous priorities within our grant policy and made sure any changes are reflected in the website.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The policy of the Trust is to maintain enough money in our accounts to cover expenses and a buffer of £5000 towards grants in the next quarter.

### Details of any funds materially in deficit

None

## Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- ☐ the charity's principal sources of funds (including any fundraising);
- ☐ how expenditure has supported the key objectives of the charity;
- ☐ investment policy and objectives including any ethical investment policy adopted.

Since 2014 the main donor to the Foundation has been the Tunstall Jubilee Foundation (TJF). The Foundation would like to record its thanks to TJF for this funding. It was agreed with TJF that the Foundation would submit an application for funding in January each year. This enables the Foundation to plan its grant giving for the next financial year.

We were delighted to receive a second generous donation from the Fostering Co-operative to supplement our annual grant from the Tunstall Jubilee Foundation. This enabled us to increase the number of grants given, even though demand continues to grow. It is clear that Covid19 and economic uncertainty continues to impact on the most vulnerable. Spark is therefore continuing to explore other complementary funding sources.

The Spark Foundation does not rent premises but it does pay a small amount for administration support. The Foundation has again dealt with a sharp rise in the number of applications for grants, and we have responded to this by making efficiencies in the way we process applications.

As in previous years, almost all The Foundation's expenditure is in the form of grants.

The Foundation has a grant making policy and this is reviewed annually

## Section F

## Other optional information

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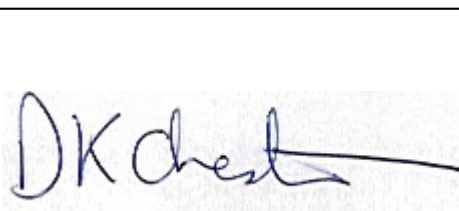
## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Daniel

Chesterman

Position (eg Secretary, Chair, etc)

Chair

**Date**

2 Dec 2022



CHARITY COMMISSION  
FOR ENGLAND AND WALES

The Spark Foundation

1097058

## Receipts and payments accounts

CC16a

For the period  
from

01/04/2021

To

31/03/2022

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations and gifts	8,000	-	-	8,000	10,608
Grants	26,940	1,500	-	28,440	50,000
Investment income	3	-	-	3	10
Grant reimbursed	-	-	-	-	300
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>34,943</b>	<b>1,500</b>	<b>-</b>	<b>36,443</b>	<b>60,918</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>34,943</b>	<b>1,500</b>	<b>-</b>	<b>36,443</b>	<b>60,918</b>
<b>A3 Payments</b>					
Administration fees	1,050	1,050	-	2,100	2,135
Bank charges	48	41	-	89	70
Printing, postage and stationary costs	57	84	-	141	418
Independent Examination fee	122	178	-	300	300
Website abd data protection costs	35	188	-	223	-
	-	-	-	-	-
Grants payable	54,584	-	-	54,584	59,285
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>55,896</b>	<b>1,541</b>	<b>-</b>	<b>57,437</b>	<b>62,208</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>55,896</b>	<b>1,541</b>	<b>-</b>	<b>57,437</b>	<b>62,208</b>
<b>Net of receipts/(payments)</b>	<b>- 20,953</b>	<b>- 41</b>	<b>-</b>	<b>- 20,994</b>	<b>- 1,290</b>
<b>A5 Transfers between funds</b>	<b>41</b>	<b>41</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>35,250</b>	<b>-</b>	<b>-</b>	<b>35,250</b>	<b>36,540</b>
<b>Cash funds this year end</b>	<b>14,256</b>	<b>-</b>	<b>-</b>	<b>14,256</b>	<b>35,250</b>



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	CAF Cash account	5,006	-	-
	CAF Gold account	9,250	-	-
		-	-	-
	<b>Total cash funds</b>	<b>14,256</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

Report to the  
trustees/ members  
of

Charity Name  
The Spark Foundation

On accounts for the  
year ended

31 March 2022

Charity  
no (if  
any)

1097058

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/ 03 / 2022**.

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent  
examiner's  
statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

17 October 2022

Name:

Mrs Jennifer Sherwood FCA

Relevant  
professional

ICAEW - Chartered Accountant

**qualification(s) or  
body (if any):**

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**Address:**

1 The Heath, Tankerton
Whitstable, Kent
CT5 3HJ

## **Section B**

### **Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

Nothing to record. Financial pages prepared and Trustees Report reviewed.