



Trustees' Annual Report for the period

From

Period start date

Day
1

Month
April

Year
2024

To

Period end date

Day
31

Month
March

Year
2025

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

Postcode

ME137AD

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 | | |
| 3 | Sheila Patel | | | |
| 4 | Tracey Sorrell | | | |
| 5 | Kirsty Ginn | | | |
| 6 | James Whitton | Treasurer | | |
| 7 | Cathy Walker | | | |
| 8 | Adam Brankin | | | |
| 9 | | | | |

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

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|----------------------|---------------------------|---|
| Independent Examiner | Mrs Jennifer Sherwood FCA | 29 Cherry Orchard, Chestfield, Whitstable, Kent CT5 3NH |
| Bankers | 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)

| |
|--|
| |
|--|

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 describing Trustee duties responsibilities.

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

The Spark Foundation is a charity, formed in 2003, which gives small grants (up to £700) to young people up to the age of 25 who are, or have been, **in care**, and live in England or Wales. Our aim is to enable them to have the same chances as everyone else.

The Objects of the Trust are:

- (a) to relieve young people who are homeless or in financial need
- (b) to relieve young people who are suffering from mental or physical sickness;
- (c) to advance the education of young people;
- (d) to promote the training of young people who through their social and economic circumstances are unable to obtain employment;
- (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

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

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)

The Foundation made 165 individual grants (amounting to £61,250 in total in 2024) compared to 175 (amounting to £70,648) in the previous year 2023. The successful applicants came from all parts of England and Wales. The number of applications received again rose sharply from 338 in 2023 to 401 in 2024. As in the previous year, our income was not sufficient to meet all applications even where they met our tight criteria. We took a difficult decision to cease giving debt relief in an effort to slow the rise in applications. To keep within our means, we had to turn down 233 (compared to 161 in 2023). The average grant fell to £370, down from £404 (in 2023).

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 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.

By the time of our Trustee meeting in March 2025 we were ready to transition to a new electronic process for making and determining applications. This was achieved with minimal disruption thanks to invaluable help from a system developer who offered his services at a hugely discounted cost.

The Foundation’s application process 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. We have also started monitoring the asylum seeker status of applicants who have been in care in the UK. Developments in our web-based system now enables the Foundation trustees to review all this information on a continuous basis. The Foundation treats all applicants equally regardless of nationality, religion or ethnic background.

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.

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 usual, the main achievement was in giving out over 95% of our income in grants, whilst continuing to manage a high 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.

During the year we were fortunate in receiving a small grant from the Worshipful Company of Marketers which enabled us to start work with the Big Picture Film Charity on the production of a promotional video (completed in summer 2025). We also commenced a complete redesign of our website so that it is more appealing to potential partners and donors, and easier to navigate for applicants.

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 £2000 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.

During the year we made a number of applications to grant making charities, One of these, the Albert Hunt Foundation, was successful and we were delighted to receive £5,000 into our funds from them, with encouragement to apply again in 2025/26. This grant offset the temporary cessation of another regular donor who was unable for business reasons to make a contribution in 2024/25

It is clear that economic uncertainty and a rising cost of living 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. 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

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 | 5 Dec 2025 | |



CHARITY COMMISSION
FOR ENGLAND AND WALES

The Spark Foundation

1097058

Receipts and payments accounts

CC16a

For the period
from

01/04/2024

To

31/03/2025

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 £ |
|---|--|---|--|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Donations and gifts | 5,200 | 2,500 | - | 7,700 | 5,051 |
| Grants | 57,200 | - | - | 57,200 | 55,000 |
| Investment income | 394 | - | - | 394 | 426 |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 62,794 | 2,500 | - | 65,294 | 60,477 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 62,794 | 2,500 | - | 65,294 | 60,477 |
| A3 Payments | | | | | |
| Administration fees | 2,660 | - | - | 2,660 | 2,380 |
| Bank charges | 60 | - | - | 60 | 60 |
| Printing, postage and stationary costs | 179 | - | - | 179 | 195 |
| Independent Examination fees | 325 | - | - | 325 | 315 |
| Website and data protection costs | 602 | - | - | 602 | 232 |
| | - | - | - | - | - |
| Grants awarded | 55,708 | - | - | 55,708 | 72,928 |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | 59,534 | - | - | 59,534 | 76,110 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 59,534 | - | - | 59,534 | 76,110 |
| Net of receipts/(payments) | 3,261 | 2,500 | - | 5,761 | - 15,633 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 1,266 | - | - | 1,266 | 16,899 |
| Cash funds this year end | 4,527 | 2,500 | - | 7,027 | 1,266 |

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 £ |
|---|--|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | CAF Cash account | 145 | 2,500 | - |
| | CAF Gold account | 4,382 | - | - |
| | | - | - | - |
| | Total cash funds | 4,527 | 2,500 | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| | | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| B2 Other monetary assets | Details | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | 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 2025

Charity no
(if any)

1097058

Set out on pages

1 – 5 Trustees Report
1 – 2 Receipts and Payments account

(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 31/03/2025.

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 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.

Signed:

Date:

3 DEC 2025

Name:

Mrs Jennifer Sherwood FCA

Relevant professional
qualification(s) or body
(if any):

ICAEW – Chartered Accountant

Address:

29 Cherry Orchard,
Chestfield, Whitstable
Kent, CT5 3NH

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 report