

COMPANY REGISTRATION NUMBER: 5516326

CHARITY REGISTRATION NUMBER: 1113386

The SAW Trust
Company Limited by Guarantee
Unaudited financial statements
31 December 2022

The SAW Trust

Company Limited by Guarantee

Financial statements

Year ended 31 December 2022

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The SAW Trust

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report)

Year ended 31 December 2022

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

Reference and administrative details

Registered charity name	The SAW Trust
Charity registration number	1113386
Company registration number	5516326
Principal office and registered office	Cambridge House Tombland Norwich Norfolk NR1 4DS

The trustees

The trustees who served during the year and at the date of approval were as follows:

	Professor A Osbourn P R Norton S E F Passingham A Randall
Company secretary	S E F Passingham
Independent examiner	Mark Proctor FCA DChA Lovewell Blake LLP Chartered accountants Bankside 300 Peachman Way Broadland Business Park Norwich NR7 0LB
Solicitors	Hansells Cambridge House 26 Tombland Norwich NR3 1RE

The SAW Trust

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 December 2022

Objectives and activities

The objects of the Charity are:

- To advance the education of the public by encouraging creativity and excellence through their involvement with science, the arts and writing;
- To encourage people of all ages and groupings to explore and experience the world around them through exposure to, and involvement with, all aspects of science, the arts and writing, thereby allowing them to develop themselves within their community and to improve their conditions of life.

Achievements and performance

SAW continues to develop new partnerships and write funding bids to enable more projects while also delivering adhoc activities as requested by teachers, scientists, and the science communication community more widely. Here is a summary of some of the large projects we worked on during 2022 and plans for 2023.

The Food and Farming Discovery Trust (FFDT)

We have continued our work with the FFDT to take forward countryside education in schools and local communities. We volunteer on the advisory board but have also begun to collaborate with other partners on the board to secure funding and create new projects. We are still developing a new project with FFDT partners called 'On the map' but this was put back to enable us to work on a special project that was launched as part of the Queen's Jubilee celebrations called Forest Gardens for Schools (see below).

Forest Gardens for Schools

This project is a partnership with the FFDT, Gressenhall Museum's Eco Hub and Nik Thomson Horticulture and was launched to mark the Queen's Jubilee in June 2022. We are working with 4 pilot schools to help them explore the flora and fauna of their school grounds and create a planting scheme that will transition parts of the school sites into forest gardens. These types of gardens use the principles of forest ecology to have layered planting that predominantly provide sources of materials and food for use.

In addition to this however, we are building in resilience to our changing climate by creating more shaded areas, better soil structure and a carbon sink. The main 'in school' sessions are being delivered by Nik, our expert horticulturalist and Ben from Gressenhall who provides cultural heritage links as well as environmental activities. This is a new venture that we are working closely with teachers and school grounds teams to explore both the viability and benefits to rolling this out more widely.

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 December 2022

Achievements and performance *(continued)*

OpenPlant Projects

The OpenPlant project with scientists from the JIC, TSL and Cambridge University came to an end this year. In the 5 years of the project, we have developed a range of activities to provide opportunities for discussion with society around applications for synthetic biology. We completed a set of resources for GCSE and A Level students to learn more about synthetic biology called SynBio 4 Schools, that we launched in an online session for teachers in February 2022.

Training & Presentations

During 2022 we have continued to give presentations on our work and run training sessions for scientists, students and teachers. This year we presented for the Association for Science Education (ASE) teachmeet event, continued our teaching for undergraduate science communication students and also delivered training days for the University of East Anglia's PGCE students.

SAW Intern and Latitude Festival

We host PhD intern students who come and work with us for 3 month placements which enables us to try new topics and projects. This year our intern, Nathan, was very passionate about insects and particularly keen to communicate the importance of dung beetles to the public!

Therefore, we put together an activity stand for the Royal Norfolk Show called 'Ugly bugs and Wimpy weeds' to try and give things that people often overlook some good PR. Hundreds of children visited us over the two days and took part in a range of hands-on activities. We feel they left with a better appreciation for our less popular bugs and plants!

In addition to this, Nathan also wrote and illustrated a children's story called 'Derek the Dungbeetle' that we will continue to work on to see if we can get it published. During his placement, his illustration skills also came to good use in the lead up to us running the science tent at the Latitude Festival.

The topic was microplastic pollution and so Nathan came up with an excellent logo that was printed onto T-shirts for our stand which we called 'Microplastic Meltdown'!

We put together a team of scientists from the UEA and CEFAS, along with colleagues from JIC and FFDT, artists and a small local company called 'Precious Plastic East'. The stand was situated in the kids area where we ran workshops over 3 days for children to learn about plastic pollution, its impact on the ocean and its creatures before learning how we can change behaviours to make things better by choosing greener alternatives and recycling more. We are looking forward to putting together something new for Latitude 2023, hopefully with the help of another student intern.

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 December 2022

Achievements and performance *(continued)*

Summer Science Adventure Book

Following the success of last year's summer adventure activity book, 'Help, there's an alien in my park!' that we made and sent out to 6000 local children, we were fortunate enough to get funding to do a sequel in 2022. Featuring the same characters as last year, Ben, Jaz and Fizz the alien went on a coastal adventure to learn all about the perfect picnic, the beach habitat, coastal erosion, microplastic pollution and wind energy.

The book, entitled 'Help, our planet's in peril!' (Publisher: The SAW Trust ISBN: 9780955018053) was again designed to promote, encourage and enable independent learning through fun, scientific investigations to help the most reluctant learners to grow in confidence. We sent them out for free to thousands of local children via schools. In addition, this year, we visited some of the schools to do special assemblies, and also delivered workshops through the school summer holidays at libraries and events to give out books more widely. We were very pleased with the outcome and plan to create a third book in 2023.

Legumes Project

This project is a collaboration between LEAF Education, the SAW Trust and the Papillon Project with additional support from Hodmedods and scientists at the John Innes Centre. In 2021, 6 secondary schools and sixth forms who were working with the Papillon Project on the development of school allotments participated.

Schools were supported through the process of setting up a plant science experiment to assess the impact of intercropping cereal crops with legume crops as a route to moving away from applying nitrates to wheat crops and instead allowing a symbiotic relationship between legume plants and soil bacteria to fix nitrogen and increase availability in soils to neighbouring plants. In 2022, we repeated the project with 8 schools and sixth form colleges. They followed the same process for growing plants but this time measured protein content of wheat grains to see if it was higher when the wheat plants had been grown with legumes mixed in. A group of JIC scientists came out into schools in the autumn term to help with the experiment. The schools were given the option of making a presentation about their results to be in with a chance of winning a tour of the JIC in 2023.

Plant science in schools is often quite boring so the Legume Project gives a tangible example of how schools can improve plant science teaching using 'real world' examples of research that can lead into applications to benefit society to raise the profile of plant science as a career and to combat plant blindness in young people. We hope to continue building this project through 2023 to encourage teachers to make plant science a more interesting and relevant part of the science curriculum.

SAW Website

During Covid we spent a lot more time working in an online capacity and as such we were directing more people to the SAW website. We decided that it needed a change of direction to help people who'd like to work with SAW find out what they needed in a more efficient manner. Therefore, we have spent time over the year creating a brand new website that will be launched in Spring 2023. We are keen for our new online profile to be more dynamic and will be monitoring levels of engagement as new stories go live.

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 December 2022

Financial review

Total income amounted to £117,424 (2021: £107,249) and, after incurring expenditure of £97,597 (2021: £96,707), net income amounted to £19,827 (2021: net income £10,542).

Principal funding sources

The Charity's principal funding sources consist of income from training workshops and grants in connection with SAW projects.

Reserves policy

In view of the unpredictable nature of charitable income, it is the Trustees' policy to hold free reserves in the region of 4 months predicted running costs, which amounts to approximately £20,000.

Free reserves amounted to £93,516 at 31 December 2022 (2021: £73,689). The Trustees see this as a reasonable level of reserves for the charity at present due to the current levels of grant funding received which are planned to be spent in due course.

Structure, governance and management

Governing document

The SAW Trust is a charitable company limited by guarantee, established under a Memorandum of Association on 22 July 2005 (as amended on 23 November 2020) which established the objects and powers of the charitable company, and governed under its Articles of Association. The charity was registered with the Charity Commission on 22 March 2006. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

Recruitment and appointment of Trustees

In looking for new members of the Board the Trustees will bear in mind the experience and qualification of possible candidates and seek the advice of patrons and other interested parties. The successful candidates are elected by a meeting of the existing trustees. The maximum number of members of the Board shall be seven and the minimum three.

Induction and training of Trustees

All new Trustees are provided with copies of:

- The Memorandum and Articles of Association
- The latest accounts of the Charity

and are advised to read Charity Commission guidance notes CC3 - "The Essential Trustee"

In addition Trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities.

Risk management

Major risks have been identified by the Trustees and systems have been established to mitigate those risks.

The SAW Trust

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 December 2022

Structure, governance and management *(continued)*

Organisational structure

The Board of Trustees meet on a regular basis, a minimum of two times a year, in order to monitor the progress of the Charity, to make key decisions and to see that legal requirements such as those of the Registrar of Companies and the Charity Commission are adhered to.

Public benefit

The Trustees have had due regard to the Charity Commission's guidance on public benefit.

All of the Charity's activities are undertaken to further its charitable objectives of advancing the education of the public by exposure to and involvement with all aspects of science, the arts and writing.

In particular SAW projects are run in both primary and secondary schools, open to children of all social and economic backgrounds, workshops are held for teachers, scientists and students to disseminate the SAW initiative and the Charity works with consortia to deliver SAW projects internationally.

Small company provisions

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The trustees' annual report was approved on 20 May 2023 and signed on behalf of the board of trustees by:

S E F Passingham
Secretary

The SAW Trust

Company Limited by Guarantee

Independent examiner's report to the trustees of The SAW Trust

Year ended 31 December 2022

I report to the charity trustees on my examination of the financial statements of the company for the year ended 31 December 2022 which comprise the statement of financial activities (including income and expenditure account), balance sheet and the related notes.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no 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 company as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

Mark Proctor FCA DChA
Independent Examiner

Lovewell Blake LLP
Chartered accountants
Bankside 300
Peachman Way
Broadland Business Park
Norwich
NR7 0LB

26 May 2023

The SAW Trust

Company Limited by Guarantee

Statement of financial activities (including income and expenditure account)

Year ended 31 December 2022

		Unrestricted funds £	2022 Restricted funds £	Total funds £	2021 Total funds £
	Note				
Income and endowments					
Donations and legacies	5	200	–	200	250
Charitable activities	6	95,124	22,100	117,224	106,999
Total income		<u>95,324</u>	<u>22,100</u>	<u>117,424</u>	<u>107,249</u>
Expenditure					
Expenditure on charitable activities	7	75,497	22,100	97,597	96,707
Total expenditure		<u>75,497</u>	<u>22,100</u>	<u>97,597</u>	<u>96,707</u>
Net income and net movement in funds		<u>19,827</u>	<u>–</u>	<u>19,827</u>	<u>10,542</u>
Reconciliation of funds					
Total funds brought forward		73,689	–	73,689	63,147
Total funds carried forward		<u>93,516</u>	<u>–</u>	<u>93,516</u>	<u>73,689</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 10 to 15 form part of these financial statements.

The SAW Trust

Company Limited by Guarantee

Balance sheet

31 December 2022

	Note	2022 £	£	2021 £	£
Current assets					
Cash at bank and in hand		94,951		77,742	
Creditors: Amounts falling due within one year	10	<u>1,435</u>		<u>4,053</u>	
Net current assets			<u>93,516</u>		<u>73,689</u>
Total assets less current liabilities			<u>93,516</u>		<u>73,689</u>
Net assets			<u>93,516</u>		<u>73,689</u>
Funds of the charity					
Unrestricted funds			<u>93,516</u>		<u>73,689</u>
Total charity funds	11		<u>93,516</u>		<u>73,689</u>

For the year ending 31 December 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 20 May 2023, and are signed on behalf of the board by:

Professor A Osbourn
Trustee

Company registration number: 5516326

The notes on pages 10 to 15 form part of these financial statements.

The SAW Trust

Company Limited by Guarantee

Notes to the financial statements

Year ended 31 December 2022

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Cambridge House, Tombland, Norwich, Norfolk, NR1 4DS.

2. Statement of compliance

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

3. Accounting policies

(a) Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain items measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity, and rounded to the nearest £.

(b) Going concern

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(c) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal.

The SAW Trust

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 December 2022

3. Accounting policies *(continued)*

(d) Income

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

(e) Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

(f) Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

(g) Debtors and creditors payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

The SAW Trust

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 December 2022

3. Accounting policies *(continued)*

(h) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less.

4. Limited by guarantee

The organisation is a charitable company limited by guarantee, established under a Memorandum of Association on 22 July 2005 (as amended on 23 November 2020) which established the objects and powers of the charitable company, and governed under its Articles of Association. The charity was registered with the Charity Commission on 22 March 2006.

5. Donations and legacies

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Donations				
Donations	<u>200</u>	<u>200</u>	<u>250</u>	<u>250</u>

6. Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Project income - Anguish's Educational Foundation	–	22,100	22,100
Project income - Festival Republic	600	–	600
Project income - John Innes Foundation	12,500	–	12,500
Project income - Royal Norfolk Agricultural Association	5,875	–	5,875
Project income - Bedford Memorial Trust	10,000	–	10,000
Project income - Quadram Institute Bioscience	2,000	–	2,000
Project income - John Innes Centre	54,000	–	54,000
Project income - UEA	5,999	–	5,999
Project income - Anglia Innovation Partnership	2,500	–	2,500
Training workshops	1,650	–	1,650
	<u>95,124</u>	<u>22,100</u>	<u>117,224</u>

The SAW Trust

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Notes to the financial statements *(continued)*

Year ended 31 December 2022

Charitable activities *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Project income - Anguish's Educational Foundation	15,700	—	15,700
Project income - The Forum Trust	6,000	—	6,000
Project income - The Sainsbury Laboratory	5,000	—	5,000
Project income - LEAF	1,250	—	1,250
Project income - Alexandra Palace	600	—	600
Project income - Festival Republic	500	—	500
Project income - John Innes Foundation	5,000	—	5,000
Project income - Earlham Institute	—	—	—
Project income - Clarion Futures	500	—	500
Project income - Springwood High School	550	—	550
Project income - Postcode Places Trust	—	19,850	19,850
Project income - Royal Norfolk Agricultural Association	14,650	—	14,650
Project income - Bedford Memorial Trust	10,000	—	10,000
Project income - Quadram Institute Bioscience	—	—	—
Project income - John Innes Centre	18,000	—	18,000
Project income - UEA	4,999	—	4,999
Project income - Norwich BID	400	—	400
Training workshops	4,000	—	4,000
	<u>87,149</u>	<u>19,850</u>	<u>106,999</u>

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Notes to the financial statements *(continued)*

Year ended 31 December 2022

7. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	
Project costs	69,662	22,100	91,762	
Website costs	4,400	—	4,400	
Governance costs	1,435	—	1,435	
	<u>75,497</u>	<u>22,100</u>	<u>97,597</u>	
	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	
Project costs	75,410	19,850	95,260	
Website costs	—	—	—	
Governance costs	1,447	—	1,447	
	<u>76,857</u>	<u>19,850</u>	<u>96,707</u>	
Analysis of governance costs:				
	Unrestricted Funds £	Restricted funds £	Total Funds 2022 £	Total Funds 2021 £
Independent examination fees	1,435	—	1,435	1,333
Other professional fees	—	—	—	114
	<u>1,435</u>	<u>—</u>	<u>1,435</u>	<u>1,447</u>

8. Staff costs

The charity had no employees during the year.

Payments of £61,832 (2021: £35,362) were made during the year to the University of East Anglia in respect of recharged salary costs in connection with the Programme Manager.

9. Trustees remuneration

No salaries or wages have been paid to the trustees during the year.

10. Creditors: Amounts falling due within one year

	2022 £	2021 £
Accruals and deferred income	<u>1,435</u>	<u>4,053</u>

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Notes to the financial statements *(continued)*

Year ended 31 December 2022

11. Analysis of charitable funds

	Balance at 1 Jan 2022 £	Income £	Expenditure £	Balance at 31 Dec 2022 £
Restricted funds				
Summer Science Challenge Book 2022	–	22,100	(22,100)	–
Unrestricted funds				
General funds	73,689	95,324	(75,497)	93,516
	<u>73,689</u>	<u>117,424</u>	<u>(97,597)</u>	<u>93,516</u>

	Balance at 1 Jan 2021 £	Income £	Expenditure £	Balance at 31 Dec 2021 £
Restricted funds				
Edible East project	–	19,850	(19,850)	–
Unrestricted funds				
General funds	63,147	87,399	(76,857)	73,689
	<u>63,147</u>	<u>107,249</u>	<u>(96,707)</u>	<u>73,689</u>

The SAW Trust received grants from the Anguish's Educational Foundation for the "Summer Science Challenge Book 2022 Project.

The SAW Trust received grants from the Postcode Places Trust for the "Edible East" Project.

12. Analysis of net assets between funds

	Net current assets £	Total 2022 £	Net current assets £	Total 2021 £
Unrestricted Income Funds	93,516	93,516	73,689	73,689
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

13. Related parties

Grants of £10,000 (2021: £10,000) were received during the year from Bedford Memorial Trust. P R Norton is a Trustee of both The SAW Trust and Bedford Memorial Trust.

During the year no trustees made any donations to the charity. (2021: one trustee £50).