

THE BOOK BUS FOUNDATION

England & Wales · Charity number 1117357

Details

Status Registered

Legal form Trust

Registered 2006-12-21

Register [View on the Charity Commission register](#)

Contact

Address 11 The Orchard
Montpelier Road
London
W5 2QW

Phone 02080999280

Email info@thebookbus.org

Website www.thebookbus.org

Activities

Objects: TO SUPPORT EDUCATION, PROMOTE READING SKILLS AND PROVIDE SCHOOL BOOKS AND SIMILAR EQUIPMENT TO DISADVANTAGED CHILDREN IN AFRICA.

Activities: The Book Bus aims to improve child literacy rates in Africa by providing children with books and the inspiration to read them. We provide a mobile library service to remote and disadvantaged schools in Zambia and recruit staff and volunteer reading assistants who introduce children (and their parents) to the joy of reading.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Other Charitable Activities
- **What:** Education/training, The Prevention Or Relief Of Poverty, Arts/culture/heritage/science, Recreation
- **Who:** Children/young People, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** AFRICA
- Zambia
- Throughout London

Finances

Period end	Income	Expenditure	Assets	Employees
2025-04-01	£85,855	£47,855	-	-
2024-04-01	£104,650	£41,724	-	-
2023-04-01	£67,199	£72,753	-	-
2022-04-01	£59,406	£82,180	-	-
2021-04-01	£43,307	£74,608	-	-

Trustees

Name	Role	Appointed
DAVID GORDON		
Gerard Kelly		2014-09-26
John Bruce		2023-10-10
Jon Pennells		2023-10-10

THE BOOK BUS FOUNDATION

England & Wales - Charity number 1117357

Accounts

Charity registration number: 1117357

**THE BOOK BUS FOUNDATION
TRUSTEES' REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

Ripe LLP
Chartered Accountants
9a Burroughs Gardens
London
NW4 4AU

**The Book Bus Foundation
Contents**

	Page
Trustees' Report	3
Independent Examiner's Report	14
Statement of Financial Activities	15
Comparative Statement of Financial Activities	16
Statement of Financial Position	17
Notes to the Financial Statements	19-27
The following pages do not form part of the statutory accounts:	
Detailed Statement of Financial Activities	28

**The Book Bus Foundation
Trustees' Report for The Year Ended 31 March 2025**

The trustees present their report and the financial statements for the year ended 31 March 2025.

Reference and Administrative Details

Trustees

Mr J Pennells
Mr J Bruce
Mr D Gordon

Charity Number

1117357

Principal Address

11 The Orchard
Montpelier Road
Ealing
W5 2QW

Independent Examiner

Robert Glazer FCA Chartered Accountants
Ripe LLP
Chartered Accountants
9a Burroughs Gardens
London
NW4 4AU

**The Book Bus Foundation
Trustees' Report (continued)
For The Year Ended 31 March 2025**

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing the financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgments and accounting estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at anytime the financial position of the charity and to enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions. The trustees' report was approved by the board of trustees and signed on its behalf by:



Mr D Gordon
Trustee

te
28 Jan 2026



TRUSTEES ANNUAL REPORT

01 APRIL 2024 – 31 MARCH 2025

Chair's report

I am pleased to present the annual report for the Book Bus Foundation, detailing our progress and achievements over the past year.

Our Learners' Journey: 2024–2025

Throughout the year, the Book Bus Foundation has continued its mission to improve child literacy by connecting children, parents, and teachers with quality books and resources. Across the Kitwe and Kalulushi Districts, over **3,200 children** are transforming their futures by mastering the life-changing skill of literacy; these learners are at the heart of our **"I am a Reader"** initiative, gaining daily access to the quality books and personalized support they need to thrive. Even during school holidays, thousands of children continued their journey of discovery, finding a safe space to learn and grow at our "Free to All" Holiday Clubs.

Impact and Outcomes:

We continue to witness tangible results in the schools we serve. The 6 project schools in Kitwe have received classroom libraries, teacher training and learner mentoring. Additionally, our emphasis on informing head teachers and teaching staff has further strengthened literacy education within these schools.

Over 1,500 children attended our Summer Holiday Clubs in 2024, some discovering for the first time the meaning of climate change and others exploring some of the issues surrounding gender discrimination - and all of this through the lens of a library of fantastic children's books!

Financial Highlights & Efficiency

The Book Bus Foundation remains in a robust financial position, concluding the year with **£102,647 in net assets**, including £77,000 in cash reserves. While annual turnover of **£85,640** reflects a scheduled decline following two major one-off grants, our underlying funding base remains strong.

- **90% Direct Impact:** We are proud to report that nearly **90% of all funds raised** are spent directly on program delivery and local employment in Zambia.
- **Major Milestone:** Significant funding from the Inner Wheel enabled the delivery of our newest bus in August 2024 and fully funded the first year of its "I am a Reader" program operations.
- **Cost Efficiency:** Favourable exchange rates and streamlined operations allow us to support a child's literacy journey for just **£24 per year**.
- **Strong Governance:** Oversight by two finance-specialist Trustees and the implementation of interest-bearing, ring-fenced accounts ensure that every donation is managed with maximum transparency and impact.

The Path Ahead: Empowering the Next Generation

Looking forward, thousands more children are set to begin their own reading adventures. In January 2025, students in 10 additional schools have had the chance to open their first storybooks with us, a number we aim to repeat in 2026. These young learners will gain the tools to express their ideas, lead their communities, and build futures full of possibility.

Every breakthrough and every new word mastered by our students this year has been made possible by the unwavering support of our Donors and the hard work of the Board, our staff and volunteers in Zambia and our partner organisations. Together, we will continue to inspire a love for reading, empower communities, and transform lives through literacy.

Thank you for your continued support.

A handwritten signature in blue ink that reads "David M Gordon". The signature is written in a cursive style and is placed on a light purple rectangular background.

Mr D Gordon
Trustee
28 Jan 2026
Date

THE BOOK BUS IN ZAMBIA

Empowering Zambia's Young Readers

Since 2006, the Book Bus Foundation has worked directly on the ground to ensure that quality books sit at the heart of every child's education. We believe that when a child connects with a book, they unlock a lifelong joy of learning. Rather than simply funding other programs, we manage our own literacy projects to ensure every child receives the high-impact, personal support they deserve.

The Challenges Children Face

For many children in Zambia, the path to literacy is steep. Data shows that 91% of Grade 2 students and 78% of Grade 3 students struggle to read even a single word. Without the ability to read, these children face a cycle of long-term poverty.

Furthermore, as the next generation of farmers, Zambian children must prepare for a future shaped by climate change. Literacy is their most vital tool; it allows them to learn how to mitigate the droughts and floods that threaten their communities. Amidst these challenges, reading remains a beacon of hope for a more resilient future.

The "I am a Reader" Transformation

Since 2017, over 10,000 children in 52 schools have seen their literacy rates triple through our holistic approach. In these schools, students engage in a daily "Literacy Hour" and explore classroom libraries filled with 500 curated books in English and local languages. This environment, supported by specially trained teachers, transforms the way children experience education.

Our success is validated by the FLAT tool, which tracks students as they progress from basic letter recognition to full reading comprehension. These positive trends show that Zambian students are not only meeting international standards but are becoming the high-achieving readers of the future.

Expanding Opportunities: 2024–2026

We have created a blueprint that allows more children to benefit from this success. In 2024, 3,200 learners in six schools are receiving intensive literacy support. Building on this momentum, we plan to bring these life-changing resources to 10 additional schools in 2025 and another 10 in 2026. By replicating this proven model, we are accelerating the journey for thousands more children to create a better future through the power of reading.

2024–2025: IMPACT BY THE NUMBERS

90% Efficiency: Nearly 90% of all funds raised are spent directly on delivering programs in Zambia and supporting local employment.

£24 Per Child: The remarkably low annual cost to provide life-changing literacy support to a single student.

3,200 Learners: Total children receiving intensive literacy support across 6 project schools in Kitwe and Kalulushi this year.

12.6% Reduction in Non-Readers: A significant decrease in the number of students at the lowest reading levels (Nothing/Letter) following our intervention.

£85,640 Raised: Total income for the period, representing a 50% increase in funding compared to the previous year.

2,842 Books Provided: High-quality books supplied free of charge to project schools to establish classroom libraries.

1,510 Holiday Club Attendees: Children who accessed free reading sessions and mentorship during school breaks.

PROJECT OUTCOMES

Monitoring and Evaluation

Monitoring, Evaluation, Accountability, and Learning (MEAL) is critical to refining the **"I am a Reader"** approach. It identifies successful strategies, allowing us to adjust activities for maximum efficiency. We measure reading improvements using the **Functional Literacy Assessment Tool (FLAT)**, conducting baseline and end line tests to capture tangible growth. To track progress, we monitor learner participation, reading corner establishment, and teacher training completion. Quarterly reports and final reviews provide transparency and help calculate the total project cost per beneficiary.

Outcomes for Children

The program aims to motivate children to attend school by providing free, regular access to high-quality books. As their reading confidence increases, they achieve better educational results. This success relies on a collaborative support network of parents and teachers, ensuring that progress made in the classroom is reinforced and sustained in the home environment.

Outcomes for parents

We strive to demonstrate to parents that their children's education is working, thereby encouraging consistent school attendance. Parents learn to contribute to student achievements through home-based support and encouragement. Engaging parents is a long-term process that builds a school's reputation for excellence, eventually creating a community-wide culture of academic commitment.

Outcomes for teachers

The primary outcome for teachers is proficiency with new books and instructional resources. By learning how to incorporate these materials into everyday lessons, teachers adopt improved practices that lead to significantly better results for their students.

Outcomes for Schools

Each project school receives a curated collection of books in English and local languages, forming the foundation of a robust literacy structure. Supported by informed head teachers and knowledgeable staff, schools offer more attractive learning environments that foster reading enjoyment and encourage higher levels of student participation and attendance.

ACHIEVEMENTS IN 2024/25

ACTIVITIES IN ZAMBIA

"I am a Reader" Project (2024)

Despite a national cholera outbreak delaying the school year until February, the "I am a Reader" project launched in April 2024 across six schools in Kitwe and Kalulushi, supporting over 3,200 learners.

Key Participants:

- **The Book Bus Team:** A Reading Coordinator, three link teachers, and two driver-mentors led the delivery.
- **School Teachers:** 66 teachers completed 22 hours of phonics training and received specialized "teacher packs."
- **Mentors & Parents:** University volunteers provided small-group reading support, while parent workshops improved literacy engagement at home.
- **District Education Board:** Encouraged school participation through District Resource Centres.

Direct Impact: The team provided mentored reading to 3200 students and established 12 classroom reading corners. To bolster these learning environments, we supplied 2,842 books free of charge and trained 68 teachers on techniques to bring literature to life in the classroom.

Holiday Club Projects: Thirteen Holiday Clubs held in August and December 2024 served 1,510 children. These clubs provided free access to out-of-school reading sessions, interactive learning, and unlimited book access during school breaks.

We also trained seven local volunteer mentors who serve as vital role models. Their presence in the community provides children with the inspiration and motivation to attend school and pursue a full education.

FLAT Test summary for 2024

What is "Functional Literacy"? Our project analysis focuses on the movement of learners across the **Functional Literacy Assessment Tool (FLAT)** levels, from Level 0 (Nothing) to Level 6 (Advanced Functional Literacy). Reaching Level 5 or 6 on the FLAT scale means a child can read a complete story and answer comprehension questions correctly—the critical threshold for lifelong learning.

A baseline assessment of 3318 students was conducted in April 2024 and an end line assessment of 3051 was conducted in January 2025

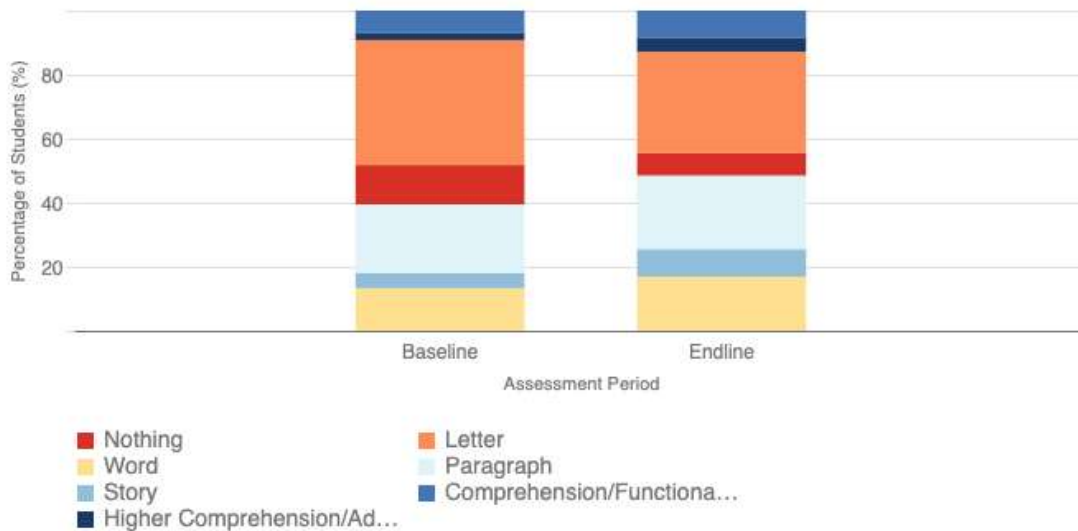
Summary of Key Findings

Overall, there was a positive shift in reading ability from Baseline to end line in 2024:

1. **Reduction in Lowest Levels:** The percentage of students in the lowest two levels (**Nothing** and **Letter** reading) decreased by a total of 12.6 percentage points (from 51.4 to 38.7).
2. **Increase in Functional Literacy:** The percentage of students who achieved **Functional Literacy** (defined as reaching FLAT Level 5 or 6, i.e., reading a story with comprehension) increased by 3.7 percentage points, moving from 9.2 at Baseline to 12.8 at end line.
3. **Highest Gains in Mid-Levels:** The most significant percentage point gain was seen in the **Story** reading level (FLAT Level 4), which increased by 3.8 percentage points.

The chart below visualizes the shift in the distribution of students across all reading levels. The increased area at the top of the Endline bar (Levels 5 and 6) and the decreased area at the bottom (Levels 0 and 1) clearly demonstrates the positive learning gain.

FLAT Reading Levels: Baseline vs. Endline 2024 (Kitwe & Kalulushi Combined)



ACTIVITIES IN THE UK

Supporting Literacy from London: The Launch of "Matilda" The International Service Committee of The Inner Wheel Clubs of Great Britain and Ireland selected The Book Bus as its primary international fundraising project for 2023/24. Through their generous donation of **£40,000**, we purchased our newest vehicle, "Matilda," in April 2024 and funded its crew and operations for the first 12 months. Delivered to Zambia in June, Matilda is already providing thousands of children with consistent reading support and free book access.

To celebrate this milestone, the Zambia High Commission in London hosted over 50 supporters and staff in September 2024. A highlight of the event was a live video link with students from Salamano Primary School in Zambia, who shared the impact of the program firsthand. Guests enjoyed a selection of Zambian-inspired **canapés** prepared by our Country Director, Monica Mulenga, as the CEO and Pam Boyes of The Inner Wheel officially launched Matilda into service.

THE BOOK BUS TEAM IN 2024/25

Founder:

Tom Maschler

Patron:

Sir Quentin Blake

Board of Trustees (UK)

David Gordon

Jon Pennells

John Bruce

Secretary to the Board

Emil Kowalski

Executives:

David Gordon - Chief Executive Officer

Board of Directors (Book Bus Zambia)

Monica Mulenga

Ethel Mulenga

Staff (Zambia):

Monica Mulenga – Country Director

Kitwe: “I am a Reader” Project staff:

Caroline Chimba – Reading Coordinator

Mulilwa Mulilwa – Link Teacher

Precious Musatila - Link Teacher

Kaela Chisimba – Link Teacher

Raggie Mushili – Driver and reading mentor

Livingstone Library Project:

Jackline Simabila - Library staff

James Sakala - Library staff

Edward Sakala - Driver and reading mentor

ACKNOWLEDGEMENTS

The Trustees of the Book Bus would like to thank on behalf of our beneficiaries the generosity of our many supporters, it is because of your support that we can continue to enrich children’s lives through literacy and the joy of reading.

FINANCIAL REVIEW

Turnover for the latest year was £85,640. This was a approx decline of £19,000 from the previous 12 months which had benefited from two sizable successful grant applications. Despite this decline the charity is still in a strong financial position with net assets of £102,647 which includes cash in the bank of £77,923.

1) INCOME GROWTH

The Inner Wheel has been mentioned in previous years and has continued to raise significant funds for us over the last year. They have been instrumental in funding a new bus, which was delivered in August 2024 and for funding the first year running costs of our 'I am a Reader' program.

We would be nowhere without the continued support of our regular donors and those who have responded to our various campaigns during the year - thank you all, your ongoing support is essential to our charity.

The majority of funds raised by Inner Wheel are ring-fenced as restricted funds in these accounts and are held in a separate bank account.

Every penny raised makes a difference to a child and we are proud to announce that nearly 90% of money raised is spent directly delivering our program in Zambia, employing Zambian people.

2) FINANCIAL GOVERNANCE

Financial Governance within the charity has remained strong with the continuation of two Trustees with financial backgrounds.

During this year an interest-bearing savings account has been opened to ensure that we maximise the interest earned on funds raised, before they are spent.

Restricted funds have been ring fenced in a separate bank account.

3) EXCHANGE RATE

A significant portion of our costs are denominated in the Zambian Kwacha. The exchange rate has continued to be in our favour, which has helped minimise our Zambian expenditure.

The Book Bus prides itself in delivering high quality impact for every pound, dollar or kwacha raised. To illustrate the Book Bus's impactful reach, consider that with minimal funding, it costs only £24 per child annually to deliver the program. With this modest investment, we have measured an increase in child literacy levels of up to 200% in 12 months. (Build It Project, Zambia 2023)

The Book Bus Foundation
Independent Examiner's Report to the Trustees of The Book Bus Foundation
For The Year Ended 31 March 2025

I report to the trustees on my examination of the accounts of The Book Bus Foundation (the Trust) for the year ended 31 March 2025.

Responsibilities and Basis of Report

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my 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 my attention.

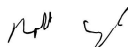
My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or 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 next statement.

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 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 contents 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.



Robert Glazer FCA Chartered Accountants
Date 29 Jan 2026
9a Burroughs Gardens
London
NW4 4AU

**The Book Bus Foundation
Statement of Financial Activities
For The Year Ended 31 March 2025**

				2025	2024
		Unrestricted funds	Restricted funds	Total funds	Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM:					
Donations and legacies	3	45,095	40,545	85,640	104,650
Other	4	215	-	215	-
		<hr/>	<hr/>	<hr/>	<hr/>
		45,310	40,545	85,855	104,650
		<hr/>	<hr/>	<hr/>	<hr/>
EXPENDITURE ON:					
Raising funds	6	(1,390)	-	(1,390)	(223)
Charitable activities:	6				
Charitable activities		(32,566)	(1,476)	(34,042)	(35,104)
Other expenditures		(12,370)	(53)	(12,423)	(6,397)
		<hr/>	<hr/>	<hr/>	<hr/>
		(46,326)	(1,529)	(47,855)	(41,724)
		<hr/>	<hr/>	<hr/>	<hr/>
NET INCOME		(1,016)	39,016	38,000	62,926
Transfers between funds	14	44,450	(44,450)	-	-
		<hr/>	<hr/>	<hr/>	<hr/>
NET MOVEMENT IN FUNDS		43,434	(5,434)	38,000	62,926
RECONCILIATION OF FUNDS:					
Total funds brought forward		50,547	14,100	64,647	1,721
		<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD	14	93,981	8,666	102,647	64,647
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The notes on below pages form part of these financial statements.

The Book Bus Foundation
Comparative Statement of Financial Activities
For The Year Ended 31 March 2025

		2024	
	Notes	Unrestricted funds	Restricted funds
		£	£
		Total funds	
		£	
INCOME AND ENDOWMENTS FROM:			
Donations and legacies	3	94,383	10,267
		104,650	
EXPENDITURE ON:			
Raising funds	6	(223)	-
Charitable activities:	6		
Charitable activities		(33,708)	(1,396)
Other expenditures		(6,397)	-
		(40,328)	(1,396)
		(41,724)	
NET INCOME			
NET INCOME		54,055	8,871
Transfers between funds	14	(790)	790
		62,926	-
NET MOVEMENT IN FUNDS			
NET MOVEMENT IN FUNDS		53,265	9,661
RECONCILIATION OF FUNDS:			
Total funds brought forward		(2,718)	4,439
		1,721	
TOTAL FUNDS CARRIED FORWARD			
TOTAL FUNDS CARRIED FORWARD	14	50,547	14,100
		64,647	

The notes on below pages form part of these financial statements.

**The Book Bus Foundation
Statement of Financial Position
As At 31 March 2025**

		2025	2024
		Total funds	Total funds
		£	£
Notes	Unrestricted funds	Restricted funds	
	£	£	
FIXED ASSETS			
Tangible Assets	10	20,647	-
		20,647	-
CURRENT ASSETS			
Stocks	11	3,113	3,113
Debtors	12	1,964	43,214
Cash at bank and in hand		69,257	8,666
		74,334	8,666
Creditors: Amounts Falling Due Within One Year	13	(1,000)	-
		(1,000)	(1,000)
NET CURRENT ASSETS (LIABILITIES)		73,334	8,666
TOTAL ASSETS LESS CURRENT LIABILITIES		93,981	8,666
NET ASSETS		93,981	8,666
FUNDS OF THE CHARITY			
Restricted Funds		8,666	14,100
Unrestricted Funds		93,981	50,547
TOTAL FUNDS	14	102,647	64,647

**The Book Bus Foundation
Statement of Financial Position
As At 31 March 2025**

The financial statements were approved by the board of trustees on 28 Jan 2026 and were signed on its behalf by:



Mr D Gordon
Trustee

The notes on below pages form part of these financial statements.

**The Book Bus Foundation
Notes to the Financial Statements
For The Year Ended 31 March 2025**

1. General Information

The Book Bus Foundation is an unincorporated charity registered with the Charity Commission, registered charity number 1117357.

The principal address is 11 The Orchard, Montpelier Road, Ealing, W5 2QW.

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) "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 (FRS 102) (effective 1 January 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities Act 2011.

The charity is a Public Benefit Entity as defined by FRS 102.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are presented in Sterling (£) and figures are shown to the nearest whole pound.

2.2. Financial Reporting Standard 102 - Reduced Disclosure Exemptions

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland":

- the requirements of Section 7 Statement of Cash Flows and Section 3 Financial Statement Presentation paragraph 3.17 (d).

2.3. Going Concern Disclosure

The trustees have not identified any material uncertainties related to events or conditions that may cast significant doubt about the charity's ability to continue as a going concern.

2.4. Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

2.5. Incoming Resources

Income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

**The Book Bus Foundation
Notes to the Financial Statements
For The Year Ended 31 March 2025**

2.6. Resources Expended

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

2.7. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Motor Vehicles	5 years
----------------	---------

2.8. Stocks and Work in Progress

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

Cost is determined using the first-in, first-out method. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

Work in progress is reflected in the accounts on a contract by contract basis by recording turnover and related costs as contract activity progresses.

At the end of each reporting period stocks are assessed for impairment. If an item of stock is impaired, the identified stock is reduced to its selling price less costs to complete and sell and an impairment charge is recognised in the statement of financial activities. Where a reversal of the impairment is required the impairment charge is reversed, up to the original impairment loss, and is recognised as a credit in the statement of financial activities.

2.9. Cash and Cash Equivalents

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks, other short-term highly liquid investments that mature in no more than three months from the date of acquisition and are readily convertible to a known amount of cash with insignificant risk of change in value, and bank overdrafts.

**The Book Bus Foundation
Notes to the Financial Statements
For The Year Ended 31 March 2025**

2.10. Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.11. Pensions

The charity operates a defined pension contribution scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

2.12. Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business. They are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of is established when there is objective evidence that the will not be able to collect all amounts due according to the original terms of the receivables.

2.13. Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

They are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

3. Income from Donations and Legacies

	Unrestricted funds	Restricted funds	2025 Total funds
	£	£	£
Donations and gifts	45,095	40,545	85,640
	Unrestricted funds	Restricted funds	2024 Total funds
	£	£	£
Donations and gifts	94,383	10,267	104,650

The Book Bus Foundation
Notes to the Financial Statements
For The Year Ended 31 March 2025

4. Other Income

	2025	2024
	Unrestricted funds	Unrestricted funds
	£	£
Interest income	215	-

5. Net Income/(Expenditure)

The net income is stated after charging/(crediting):

	2025	2024
	£	£
Depreciation of tangible fixed assets - owned	3,200	-

6. Analysis of Expenditure

	2025		
	Activities undertaken directly (see note 7)	Support costs (see note 8)	Total
	£	£	£
Raising funds	1,390	-	1,390
Charitable activities	33,486	556	34,042
Other expenditures	-	12,423	12,423
	34,876	12,979	47,855

	2024		
	Activities undertaken directly (see note 7)	Support costs (see note 8)	Total
	£	£	£
Raising funds	223	-	223
Charitable activities	35,104	-	35,104
Other expenditures	-	6,397	6,397
	35,327	6,397	41,724

**The Book Bus Foundation
Notes to the Financial Statements
For The Year Ended 31 March 2025**

8. Support Costs

	Charitable activities £	Other expenditures £	2025 Total £
Employee costs:			
Travel and subsistence expenses	556	433	989
General administration:			
Printing, postage and stationery	-	195	195
Website costs	-	7,134	7,134
Subscriptions	-	255	255
Other office costs	-	1,206	1,206
Depreciation:			
Depreciation of motor vehicles	-	3,200	3,200
	556	12,423	12,979
	556	12,423	12,979
			2024
			Other
			expenditures
			£
Employee costs:			
Travel and subsistence expenses			143
General administration:			
Printing, postage and stationery			117
Website costs			3,456
Legal fees			13
Consultancy fees			1,302
Other office costs			1,366
			6,397
			6,397

9. Average Number of Employees

Average number of employees during the year was: 4 (2024: 4)

**The Book Bus Foundation
Notes to the Financial Statements
For The Year Ended 31 March 2025**

10. Tangible Assets

		Motor Vehicles £
Cost or Valuation		
As at 1 April 2024	-	-
Additions	23,847	23,847
		<hr/>
As at 31 March 2025		23,847
		<hr/> <hr/>
Depreciation		
As at 1 April 2024	-	-
Provided during the period	3,200	3,200
		<hr/>
As at 31 March 2025		3,200
		<hr/> <hr/>
Net Book Value		
As at 31 March 2025		20,647
		<hr/> <hr/>
As at 1 April 2024		-
		<hr/> <hr/>

11. Stocks

	2025 £	2024 £
Stock	3,113	3,113
	<hr/> <hr/>	<hr/> <hr/>

**The Book Bus Foundation
Notes to the Financial Statements
For The Year Ended 31 March 2025**

12. Debtors

	2025	2024
	£	£
Due within one year		
Trade debtors	-	41,250
Other debtors	1,964	1,964
	1,964	43,214
	1,964	43,214

13. Creditors: Amounts Falling Due Within One Year

	2025	2024
	£	£
Taxation and social security	1,000	1,000
	1,000	1,000
	1,000	1,000

14. Movement in Funds

	As at 1 April 2024	Income	Expenditure	Transfers	As at 31 March 2025
	£	£	£	£	£
General unrestricted fund	50,547	45,310	(46,326)	44,450	93,981
Restricted funds	14,100	40,545	(1,529)	(44,450)	8,666
	64,647	85,855	(47,855)	-	102,647
Total funds	64,647	85,855	(47,855)	-	102,647
	As at 1 April 2023	Income	Expenditure	Transfers	As at 31 March 2024
	£	£	£	£	£
General unrestricted fund	(2,718)	94,383	(40,328)	(790)	50,547
Restricted funds	4,439	10,267	(1,396)	790	14,100
	1,721	104,650	(41,724)	-	64,647
Total funds	1,721	104,650	(41,724)	-	64,647

**The Book Bus Foundation
Notes to the Financial Statements
For The Year Ended 31 March 2025**

15. Transactions with Trustees

None of the trustees received any remuneration or any other benefits from an employment with the charity or a related entity during the current or previous year.

No trustee expenses have been incurred.

16. Related Party Disclosures

There have been no related party transactions in the reporting period that require disclosure.

**The Book Bus Foundation
Detailed Statement of Financial Activities
For The Year Ended 31 March 2025**

	2025	2024
	Total funds	Total funds
	£	£
INCOME AND ENDOWMENTS FROM:		
Donations and legacies		
Donations and gifts	85,640	104,650
	<hr/>	<hr/>
	85,640	104,650
Other		
Interest income	215	-
	<hr/>	<hr/>
	215	-
	<hr/>	<hr/>
	85,855	104,650
EXPENDITURE ON:		
Raising funds		
Advertising, marketing, direct mail and publicity	(800)	(223)
Other direct costs	(590)	-
	<hr/>	<hr/>
	(1,390)	(223)
Charitable Activities:		
Charitable activities		
Purchases	(2,075)	(1,594)
Travel and subsistence expenses	-	(98)
Other vehicle costs	(5,072)	(481)
Other direct costs	(26,339)	(32,931)
Travel and subsistence expenses	(556)	-
	<hr/>	<hr/>
	(34,042)	(35,104)
Other expenditures		
Travel and subsistence expenses	(433)	(143)
Printing, postage and stationery	(195)	(117)
Website costs	(7,134)	(3,456)
Legal fees	-	(13)
Consultancy fees	-	(1,302)

Subscriptions	(255)	-
Other office costs	(1,206)	(1,366)
Depreciation of motor vehicles	(3,200)	-
	<hr/>	<hr/>
	(12,423)	(6,397)
	<hr/>	<hr/>
	(47,855)	(41,724)
	<hr/>	<hr/>
NET INCOME	38,000	62,926
	<hr/> <hr/>	<hr/> <hr/>



Issuer Ripe Chartered Accountants

Document generated Wed, 28th Jan 2026 9:56:01 GMT

Document fingerprint 4e1683d0fa4e914f2c312e098cac6ef5

Parties involved with this document

Document processed	Party + Fingerprint
Wed, 28th Jan 2026 14:59:06 GMT	Mr David Gordon - Signer (7da3694ae5f58692ec9f14eb89613b29)
Thu, 29th Jan 2026 12:26:29 GMT	Robert Glazer - Signer (ed01487bc158682cbd7dd6077add4e69)
Thu, 29th Jan 2026 12:26:29 GMT	Mr Jon Pennells - Copied In (86f8f188e1be56ef30d26f3a98af6ed2)
Thu, 29th Jan 2026 12:26:29 GMT	Accounts Ripe - Copied In (78698a6096e79f98565aba9b664a7d09)

Audit history log

Date	Action
Wed, 28th Jan 2026 9:56:01 GMT	Envelope generated with fingerprint 2188ff898dc899072916860a7119ff17 (35.176.231.177)
Wed, 28th Jan 2026 9:56:01 GMT	Document generated with fingerprint 4e1683d0fa4e914f2c312e098cac6ef5. (35.176.231.177)
Wed, 28th Jan 2026 9:56:01 GMT	Mr David Gordon has been assigned to this envelope. (35.176.231.177)
Wed, 28th Jan 2026 9:56:01 GMT	Robert Glazer has been assigned to this envelope. (35.176.231.177)
Wed, 28th Jan 2026 9:56:01 GMT	Mr Jon Pennells has been assigned to this envelope. (35.176.231.177)
Wed, 28th Jan 2026 9:56:01 GMT	Accounts Ripe has been assigned to this envelope. (35.176.231.177)
Wed, 28th Jan 2026 9:56:01 GMT	Envelope has been set to automatically remind the active signer every 1 day(s). (35.176.231.177)
Wed, 28th Jan 2026 9:56:29 GMT	Envelope generated
Wed, 28th Jan 2026 9:56:29 GMT	Sent the envelope to Mr David Gordon for signing
Wed, 28th Jan 2026 9:56:35 GMT	Document emailed to party email
Wed, 28th Jan 2026 14:55:15 GMT	Mr David Gordon viewed the envelope (109.147.219.189)
Wed, 28th Jan 2026 14:59:06 GMT	Mr David Gordon signed the envelope (109.147.219.189)
Wed, 28th Jan 2026 14:59:07 GMT	Sent the envelope to Robert Glazer for signing (109.147.219.189)
Wed, 28th Jan 2026 14:59:09 GMT	Document emailed to party email
Thu, 29th Jan 2026 9:56:02 GMT	Document emailed to party email
Thu, 29th Jan 2026 11:48:30 GMT	Sent Robert Glazer a reminder to sign the document. (18.133.63.166)
Thu, 29th Jan 2026 12:26:10 GMT	Robert Glazer viewed the envelope (109.73.121.1)

Thu, 29th Jan 2026 12:26:29 GMT	Robert Glazer signed the envelope (109.73.121.1)
Thu, 29th Jan 2026 12:26:29 GMT	Sent the envelope to Mr Jon Pennells for signing (109.73.121.1)
Thu, 29th Jan 2026 12:26:29 GMT	Sent the envelope to Accounts Ripe for signing (109.73.121.1)
Thu, 29th Jan 2026 12:26:29 GMT	This envelope has been signed by all parties (109.73.121.1)
Thu, 29th Jan 2026 12:26:29 GMT	Signed document confirmation emailed to party email (109.73.121.1)
Thu, 29th Jan 2026 12:26:29 GMT	Signed document confirmation emailed to party email (109.73.121.1)
Thu, 29th Jan 2026 12:26:29 GMT	Signed document confirmation emailed to party email (109.73.121.1)
Thu, 29th Jan 2026 12:26:29 GMT	Signed document confirmation emailed to party email (109.73.121.1)
Thu, 29th Jan 2026 12:26:29 GMT	Signed document confirmation emails have been sent to all parties.
	Document URL:
	https://api.signable.app/shareable/envelope?t=1ac82d59-f4af-4230-adcb-e6a4a18ea09 (109.73.121.1)
Thu, 29th Jan 2026 12:26:29 GMT	Document emailed to party email
Thu, 29th Jan 2026 12:26:30 GMT	Document emailed to party email

THE BOOK BUS FOUNDATION

England & Wales - Charity number 1117357

Accounts

Charity registration number: 1117357

The Book Bus Foundation

Annual Report and Financial Statements

for the Year Ended 31 March 2024

Ripe LLP
Chartered Accountants
9A Burroughs Gardens
London
NW4 4AU

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 14
Statement of Trustees' Responsibilities	15
Independent Examiner's Report	16
Statement of Financial Activities	17
Balance Sheet	18
Notes to the Financial Statements	19 to 25

Reference and Administrative Details

Trustees

D Gordon

Jon Pennells (appointed 10 October 2023)

John Bruce (appointed 10 October 2023)

Gerard Kelly

Principal Office

11 The Orchard
Montpelier Road
Ealing
W5 2QW

Charity Registration Number

1117357

Solicitors

Howard Kennedy
No. 1 London Bridge
London
SE1 9BG

Independent Examiner

Ripe LLP
Chartered Accountants
9A Burroughs Gardens
London
NW4 4AU

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2024.

Objectives and activities

Objects and aims

The objective of the Foundation is to support education, promote reading skills and provide school books and similar equipment to disadvantaged children overseas.

Former Trustee T Maschler acquired a Leyland Tiger bus in 2006 and donated it to the Foundation.

The Trust Deed states that the Trustees may spend all or part of the capital of the charity in furthering its objects. There has been no change to the objectives during the period.

Public benefit

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance and management

Nature of governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

Recruitment and appointment of trustees

The Trust Deed provides for a minimum of two Trustees. Apart from the first Trustees, every Trustee must be for an appointed term of three years by a Resolution of the Trustees passed at a special meeting. A special meeting may be called at any time by the person elected to chair meetings of the Trustees or by any two Trustees.

In selecting individuals for appointment as Trustees, the Trustees must have regard to the skill, knowledge and experience needed for the effective administration of the charity. The Trustees must make available to each new Trustee, on his or her first appointment, a copy of the Trust Deed, a copy of the charity's latest report and statement of accounts. The first Trustees held office for a three-year period from 30 June 2006.

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Cash flow risk

The charity's activities expose it primarily to the financial risks of changes in foreign currency exchange rates and interest rates.

Interest bearing assets and liabilities are held at fixed rate to ensure certainty of cash flows.

Trustees' Report

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments.

The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

Liquidity risk

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity uses a mixture of long-term and short-term debt finance.

Further details regarding liquidity risk can be found in the Statement of accounting policies in the financial statements.



TRUSTEES ANNUAL REPORT

01 APRIL 2023 – 31 MARCH 2024

Chair's report

I am pleased to present the annual report for the Book Bus Foundation, detailing our progress and achievements over the past year.

Overview of Activities:

Throughout the year, the Book Bus Foundation has continued its mission to connect children, parents, and teachers with quality books and resources. Our *"I am a Reader"* initiative has been pivotal in this endeavour, with a focus in 2023 on delivering "Catch-Up" literacy tuition to primary schools where time lost during the Pandemic affected children's learning. Our Free to All Holiday Clubs were opened to give free access to books for thousands of children during the school holidays.

Impact and Outcomes:

We continue to witness tangible results in the schools we serve. 37 project schools in Kitwe have received Catch-Up teacher training and learner mentoring. Additionally, our emphasis on informing head teachers and teaching staff has further strengthened literacy education within these schools.

Over 4,000 children attended our Summer Holiday Clubs in 2023, some discovering for the first time the meaning of climate change and others exploring some of the issues surrounding gender discrimination - and all of this through the lens of a library of fantastic children's books!

Financial Considerations:

Income for the period was £104,650, more than 50% up on the previous period thanks to dedicated fundraising efforts and new financial expertise on the Board of Trustees. I am pleased to report that nearly 90% of money raised is spent directly delivering our program in Zambia, employing Zambian people. It is worth noting the remarkable efficiency of our programmes, as evidenced by the low cost of £24 per child per year. This demonstrates our ability to achieve significant impact with relatively modest funding. However, while we celebrate our accomplishments, we recognize the ongoing need for financial support to sustain and expand our initiatives.

Future Plans:

Looking ahead, we remain committed to scaling up our efforts and reaching more schools and learners. With a newly strengthened Board of Trustees and our ever-dedicated team on the ground, our goal is to scale up our capacity and reach, and to implement projects in 10 schools in 2025 and expand to 20 schools in 2026.

In conclusion, I would like to express my gratitude to our Board of Trustees, our dedicated staff, volunteers, donors, and partners who have supported our mission. Together, we will continue to inspire a love for reading, empower communities, and transform lives through literacy. Thank you for your continued support.

Warm regards,

David Gordon
Trustee and CEO

THE BOOK BUS IN ZAMBIA

Introducing the Book Bus

The Book Bus Foundation is a UK-based charity, established in 2006, working to promote literacy levels in less-developed countries. It is operational in that it directly manages activities rather than fund other organisations. The charity was founded on the principle that quality books should be at the heart of every child's learning. The core purpose of the Book Bus is to connect children, their parents and their teachers to books and resources in order to develop the joy of reading and lifelong learning. However, it isn't just the books, we also support via our literacy support projects and these are integral to what we deliver.

Why our work is so important for the children of Zambia

Data from 2017 showed that 91% of children tested in Grade 2 (average age 8) and 78% of children in Grade 3 (average age 9) were unable to read a single word, even in their mother tongue. Although the majority of children in Zambia now attend primary school, these shocking statistics show the limited effectiveness of their education. Poor standards of education will only continue to perpetuate long-term poverty in the country.

The COVID-19 pandemic further exposed vulnerabilities, exacerbating social issues, particularly impacting girls – pregnancy rates and arranged marriages for young teenage girls soared during lockdown. Environmentally, as the world struggles to cope with the challenges of climate change, future farmers in Zambia will have to learn how to mitigate the effects of an extreme drought and flood cycle which is already devastating crops in Sub-Saharan Africa. Amidst the country's climate, social and economic challenges, literacy remains a beacon of hope for Zambia's future.

The Book Bus Response

Since 2017 we have developed the *"I am a Reader"* approach for primary schools to deliver more effective literacy tuition. The six-stage holistic programme includes the establishment of classroom libraries and a daily "Literacy Hour". This is all underpinned by training and mentoring teachers to deliver the activities. To date in Zambia, over 10,000 children attending 46 schools have benefitted from "I am a Reader" projects with an overall impact of tripling literacy rates.

Project activities are based around providing children with free access to books and the inspiration to read them. A carefully curated collection of around 500 books in English and in local language are supplied to our project schools whilst training workshops equip teachers with skills and techniques to incorporate quality children's literature into their daily teaching practice.

The project encourages community engagement that enlists greater child support from parents and guardians. Activities are conducted to nurture parent/teacher relationships recognising that parental support is also an important factor in reducing absenteeism.

Increasing use is being made of virtual technology, especially through use of WhatsApp groups for programme dissemination and individual coaching/training when distance proves to be an obstacle. The Book Bus now produces online content for teachers and radio broadcasts storytelling shows for learners.

Field observations and data analysis validate our success, exemplified by a 209% increase in comprehension reading levels according to the internationally recognised Functional Literacy Assessment Tool (FLAT). Such positive trends are very encouraging and a good indicator that the Book Bus is significantly improving standards of literacy teaching in the project schools, which will go on to deliver higher standards of child literacy in the future.

I am a Reader Projects 2024 - 2026

Careful design and a thorough understanding of local contexts and educational needs have enabled us to tailor our projects effectively and create a blueprint for scalable impact. The *"I am a Reader"* project schedule for

2024 includes one academic year of 'intense' work, with over 1,600 learners attending five schools, and a second year of remote support.

Building on the lessons learned and successes achieved in 2023/24, we plan to extend our reach to 3,200 learners attending 10 further schools in 2025 and an additional 6,400 learners at 20 schools in 2026. This year-on-year doubling of our impact demonstrates our confidence in the scalability of our initiatives and our dedication to reaching more learners. Drawing from our past experiences, we can effectively replicate our projects in more schools, speeding up our journey toward our main goal of helping the children of Zambia create a better future through the power of reading.

PROJECT OUTCOMES

Monitoring and Evaluation

Monitoring, evaluation, accountability and learning (MEAL) is critical to delivering our work in schools and improving the I am a Reader approach. It reveals what works and what doesn't so that we can adjust our activities to be more effective and efficient in achieving our desired outcomes. We measure the effectiveness of I am a Reader in terms of improved reading abilities measured using the Functional Literacy Assessment Tool (FLAT) This assessment takes place before activities start to establish baseline data and at the end of the programme so that the change can be captured.

To monitor we track project learner participation, reading corners established, libraries built, and teacher training completion. We produce quarterly reports and conduct an end of project review. Total project costs are spread over the number of beneficiary learners to obtain cost per learner.

Outcomes for Children

The intended outcomes for children are that they should:

- a) become more motivated to attend school;
- b) have free and regular access to books; and
- c) have increased their confidence in their reading abilities.

The support they need to achieve this relies on support from their parents and teachers. The project outcomes for parents and teachers relate to the progress made in improving the support given to children, both in their home setting and at school.

Outcomes for parents

The intended outcomes for parents are to show that:

- a) education for their children is working (and that they should ensure good attendance at school); and
- b) that they can contribute to their children's achievements by ensuring good attendance at school, and through additional encouragement and support in the home.

Ensuring the parents are engaged in their children's education is a long-term process that involves each school building on the outcomes of the "*I am a Reader*" projects to create a good reputation for schooling in general and, through good leadership and good teaching, a good reputation for their own school in particular.

Outcomes for teachers

The intended outcome for teachers is that they become conversant with new books, resources, and methods on how to incorporate them into everyday learning at school. With experience they should improve in the use of these materials and training which will result in better teaching practices and improved results for their learners.

Outcomes for Schools

Each project school will receive a curated assortment of high-quality children's books, forming the cornerstone of a comprehensive literacy teaching structure. These books, available in English and local languages, serve as invaluable tools for teachers to foster both reading enjoyment and educational advancement among students.

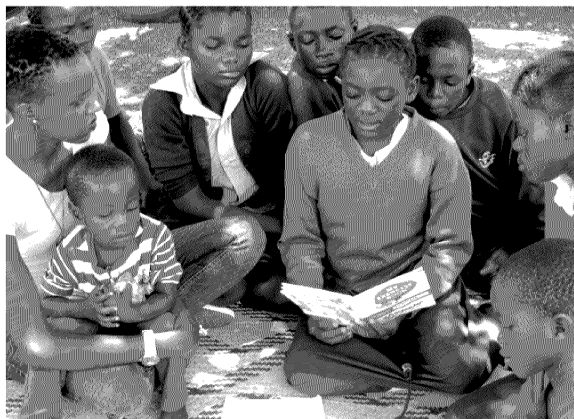
Supported by better informed head teachers and more knowledgeable teaching staff, learners will benefit from significantly improved literacy education. Schools will offer more attractive learning environments, encouraging greater participation and attendance among students.

Case Study: Anna Nayame – The Transformative Power of The Book Bus

Anna Nayame's journey with The Book Bus illustrates the profound impact our programmes can have on individual lives.

Anna's involvement with The Book Bus began in grade 4 when she first discovered her love for reading thanks to our mentored reading sessions. We noticed her as an avid reader, a true book worm and always hungry for more!

Years later, Anna's journey with The Book Bus came full circle when she decided to give back to the community by volunteering as a reading mentor. As a volunteer, Anna actively engages with the next generation of young readers, imparting the same enthusiasm and love for reading that she once received.



Anna reads with The Book Bus in Grade 4

Anna's involvement with The Book Bus extends to her academic pursuits, her passion for learning has led her to be accepted to study medicine at Copperbelt University in Kitwe. Anna's journey from being a beneficiary of The Book Bus to pursuing higher education underscores the organisation's profound impact in empowering individuals to achieve their full potential.

Anna Nayame's story serves as a testament to the transformative power of The Book Bus in shaping the lives of individuals and communities. Through its innovative approach to promoting literacy and education, The Book Bus continues to inspire and empower generations of young readers like Anna, fostering a brighter and more promising future for all.



Anna helping children as a Book Bus reading mentor

ACHIEVEMENTS IN 2023/24

ACTIVITIES IN ZAMBIA

I am a Reader Project Activities in 2023 were focussed on revisiting schools in Kitwe which had enrolled on the project during the pre-Pandemic years 2017 - 2019. It was important to reconnect with these schools after the Pandemic to understand how learners and teachers had emerged from the school closures in terms of literacy learning. We visited 37 of the 40 schools during the year to interview teachers and learners and to augment their classroom libraries with additional books. A Teacher training and Learner mentoring programme was designed to accelerate “Catch-Up” learning to overcome time lost because of the school closures.

Post-Covid “Catch Up” visits to Primary schools: 37

Books donated: 4,370

Reading Corners provided: 4

Children receiving “catch-up” mentored reading: 536

The Book Bus team made visits to 37 primary schools in 2023 to provide reading support to learners and capacity building for teachers. Book Bus teaching staff and volunteers provided “Catch-Up” mentored reading to 258 boys and 278 girls. A total of 4,370 books were supplied to the schools free of charge. 4 Reading Corners were constructed in two schools which needed them.

Teachers trained: 119

Catch-Up teacher training on how to use story books in the classroom and how to bring them to life was delivered to 119 teachers working in the 37 primary schools visited.

Holiday Club Projects delivered: 12

Children attending: 5,294

8 Holiday Clubs were delivered to communities in Kitwe in August 2023 and a further 4 in December 2023. The Holiday Clubs offered further Catch-Up reading opportunities for children during the school holiday periods. A total of 5,294 children attended, each one could enjoy free access to out-of-school reading sessions, interactive learning activities, unlimited access to books, and reading mentorship.

Trained Local volunteers: 16

Volunteer reading mentors contribute greatly to the effectiveness and sustainability of our projects in both schools and the wider community. The familiarity of a local mentor provides children with the inspiration and motivation to attend school, learn to read and get an education – they are strong role models for the children we work with.

Advocacy

CEO David Gordon and Zambia Country Director Monica Mulenga were received by the Permanent Secretary for Education Mr Joel Kamoko who granted his continued approval of The Book Bus and the work we do with schools in Zambia.

Collaborative partnerships in Zambia

Meetings were held with World Vision International, BBV, British Council and the Embassy of Ireland to explore the potential of future partnerships in the field of promoting child literacy in Zambia. Through these engagements, we aim to harness collective expertise, resources, and networks to amplify our impact in addressing literacy challenges among Zambian youth. These collaborative efforts not only signify our commitment to fostering synergy within the development sector but also underscore our dedication to creating sustainable solutions for the betterment of communities in Zambia.

Considerable effort was applied in developing relationships with organisations caring for Street children and children with Special Needs. It is important that these organisations are included with our “I am a Reader” project schedules in the future.

“I am a Reader” School Projects for 2024

The I am a Reader school projects are scheduled to commence in 2024, the projects align with the school year commencing in January each year. A severe cholera outbreak across the country in January closed all schools in Zambia until mid-February. We will implement a shortened version of the project in 5 schools for over 1600 learners in April 2024.

ACTIVITIES IN THE UK

The Inner Wheel Clubs of Great Britain and Ireland

The International Service Committee of The Inner Wheel Clubs of Great Britain and Ireland has chosen to support The Book Bus as its International fund-raising project for 2023/24. The Inner Wheel fundraising target is £40,000 which is to be used to purchase a new Book Bus in 2024, and to meet the running costs of the vehicle and its crew for 12 months.

The Book Bus supported the fundraising efforts of the Inner Wheel clubs by delivering a series of talks and presentations at club and district meetings throughout the country.

Over 8,000 fabulous books were donated by members of the Inner Wheel clubs of Great Britain during the year. They were shipped to Zambia and delivered to the Book Bus in June 2023.

Quality children’s books in English compliment the local language books in our school libraries and are a vital resource for the children when transitioning to English language learning in grades 4 and 5. 276 brand new Children’s Encyclopedias were generously donated by Britannica.

The Book Bus Board of Trustees

Two new trustees were welcomed to the Board this year:

- Jon Pennells FCCA who brings with him expertise in finance and business development
- John Bruce ACA who has a background in finance and project management

Jon and John have strengthened the charity’s financial systems and incorporated stronger budgeting and control measures within our project planning.

We also welcome Emil Kowalski as Board secretary to manage meetings effectively and ensure actions are followed up.

ACKNOWLEDGEMENTS

The Trustees of the Book Bus would like to thank on behalf of our beneficiaries the generosity of our many supporters, some of whom we list below. It is because of your support that we can continue to enrich children's lives through literacy and the joy of reading.

Holder and Combes
Woodmansterne Publishing
Waterstone's
66 Books

National Police Aid Convoys
TUUT Charitable Trust
The Lockwood Charitable Foundation
The Inner Wheel Clubs of Great Britain and Ireland
Marston Green Library

Suzanne Waller
Lucy Frew
Anthony Barton
Tim Beard
Glenn Gurney
Karen Pendlebury
Emily Nicholson
Ulrike Bohm and friends
Susan Evans
Susan Bentley
Kathleen Wykes
Mr D Crilly
Ann Thomas
Janet Gingell
Elieen Vamplew
Sandra Aitkin
Cornelious McVarnock
Ryan Jones
Karen Tyndall
Judy Thomas

Christopher Lemon
Jerome Dodge
Heather McKim
Marie Sutherland
Diane Toner
Sue Funnell
Mary Cronin
R Waldron
Nicola Raddon
Mrs P Martin
Keith Sleight
Mr Tsotsos
Cathie Wallace
Pam Boyes
Alison Fitzpatrick
Catt Thompson-Baum
Loray Brown
Brenda Hole
Cartol Brindley
Nick Banton

This list is but a snapshot of our support base; to all who have given and who are not on this list you are not forgotten, The Book Bus thanks you all equally and appreciate the support you have given to our cause in 2023/24.

THE BOOK BUS TEAM IN 2023/24

Founder:

Tom Maschler

Patron:

Sir Quentin Blake

Board of Trustees (UK)

David Gordon

Gerard Kelly

Jon Pennells

John Bruce

Secretary to the Board

Emil Kowalski

Executives:

David Gordon - Chief Executive Officer

Board of Directors (Book Bus Zambia)

Monica Mulenga

Ethel Mulenga

Staff (Zambia):

Monica Mulenga – Country Director

Kitwe: “I am a Reader” Project staff:

Caroline Chimba – Reading Coordinator

Mulilwa Mulilwa – Link Teacher

Precious Musatila - Link Teacher

Kaela Chisimba – Link Teacher

Raggie Mushili – Driver and reading mentor

Livingstone Library Project:

Jackline Simabila - Library staff

James Sakala - Library staff

Edward Sakala - Driver and reading mentor

FINANCIAL REVIEW

The charity has had a successful year financially, income for the period was £104,650 – a significant increase over the previous period. This growth can be contributed to the ongoing generosity of our supporters and greater outreach from our fundraising team.

1) INCOME GROWTH

- a) There have been successes in a number of grant applications and we would like to make particular mention of the Trade Union Unit Trust, who kindly awarded us a significant grant.
- b) The Inner Wheel has been previously mentioned and makes up a significant proportion of our donations.

But we would be nowhere without the continued support of our regular donors and those who have responded to our various campaigns during the year - thank you all, your ongoing support is essential to our charity.

Our accounts show the split between Restricted and Unrestricted Funds. The Restricted Fund of £14,100 are funds collected from the Inner Wheel Clubs of Great Britain and Ireland which will be used for the purchase of a new Book Bus in 2024. These funds are held in a separate bank account and ring-fenced from the general expenditure of the charity.

Every penny raised makes a difference to a child and we are proud to announce that nearly 90% of money raised is spent directly delivering our program in Zambia, employing Zambian people.

2) FINANCIAL GOVERNANCE

- a) During the year the financial governance of the charity has been strengthened
 - i) Two new Trustees have been appointed with a financial background
 - ii) A Restricted Funds bank account has been opened. This holds all Restricted Income until the criteria have been met to enable us to spend the money

3) EXCHANGE RATE

- a) A significant portion of our costs are denominated in the Zambian Kwacha. The exchange rate, by historical trends, is favourable to the charity and we are taking every opportunity to move sterling into kwacha to benefit from these favourable rates

The Book Bus prides itself in delivering high quality impact for every pound, dollar or kwacha raised. To illustrate the Book Bus's impactful reach consider that with minimal funding, it costs only £24 per child annually to deliver the program. With this modest investment, we have measured an increase in child's literacy levels of up to 200% in 12 months. (Build It Project, Zambia 2023)

The annual report was approved by the trustees of the charity on 03 July 2024 and signed on its behalf by:

David M Gordon

.....
D Gordon
Trustee

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. 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 and other irregularities.

Approved by the trustees of the charity on 03 July 2024 and signed on its behalf by:

David M Gordon

.....

D Gordon
Trustee

Independent Examiner's Report to the trustees of The Book Bus Foundation

I report on the accounts of the charity for the year ended 31 March 2024 which are set out on pages 6 to 14.

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my 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 my attention.

Basis of independent examiner's report

My 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 next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act 2011; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act
- have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


.....
Robert Glazer FCA
Chartered Accountants

9A Burroughs Gardens
London
NW4 4AU

Date: 4/7/24
.....

Statement of Financial Activities for the Year Ended 31 March 2024

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Income and Endowments from:					
Voluntary income	2	94,383	10,267	104,650	67,199
Expenditure on:					
Charitable activities	4	(33,708)	(1,396)	(35,104)	(71,805)
Costs of generating funds	3	(223)	-	(223)	(948)
Other expenditure	5	(6,397)	-	(6,397)	-
Total Expenditure		(40,328)	(1,396)	(41,724)	(72,753)
Net income/(expenditure)		54,055	8,871	62,926	(5,554)
Gross transfers between funds		(790)	790	-	-
Other recognised gains and losses					
Net movement in funds		53,265	9,661	62,926	(5,554)
Reconciliation of funds					
Total funds brought forward		(2,718)	4,439	1,721	7,275
Total funds carried forward	11	50,547	14,100	64,647	1,721

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2023 is shown in note 11.

(Registration number: 1117357)
Balance Sheet as at 31 March 2024

	Note	2024 £	2023 £
Current assets			
Stocks	8	3,113	-
Debtors	9	43,214	1,964
Cash at bank and in hand		19,320	757
		65,647	2,721
Creditors: Amounts falling due within one year	10	(1,000)	(1,000)
Net assets		64,647	1,721
Funds of the charity:			
Restricted funds		14,100	4,439
Unrestricted income funds			
Unrestricted funds		50,547	(2,718)
Total funds	11	64,647	1,721

The financial statements on pages 17 to 25 were approved by the trustees, and authorised for issue on 03 July 2024.... and signed on their behalf by:

David M Gordon

.....
D Gordon
Trustee

Notes to the Financial Statements for the Year Ended 31 March 2024

1 Accounting policies

Statement of compliance

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 (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

The Book Bus Foundation meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are presented in Sterling (£) and figures are shown to the nearest whole pound.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Notes to the Financial Statements for the Year Ended 31 March 2024

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Trade debtors

are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of is established when there is objective evidence that the will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Notes to the Financial Statements for the Year Ended 31 March 2024

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

Notes to the Financial Statements for the Year Ended 31 March 2024

2 Income from donations and legacies

	Unrestricted funds		Total 2024 £	Total 2023 £
	General £	Restricted funds £		
Donations and legacies;				
Donations	94,383	10,267	104,650	67,199
	94,383	10,267	104,650	67,199

3 Expenditure on raising funds

a) Costs of generating funds

	Note	Unrestricted funds		Total 2024 £	Total 2023 £
		General £	Restricted funds £		
Advertising, marketing and promotions (U1, GR)		223		223	-
Other fundraising costs		-		-	948
		223		223	948

4 Expenditure on charitable activities

	Note	Unrestricted funds		Total 2024 £	Total 2023 £
		General £	Restricted funds £		
Travel (International) (U1,CA1)		98	-	98	-
Project direct costs		31,535	1,396	32,931	71,805
Books purchased		1,594	-	1,594	-
Motor expenses (U1, CA1)		481	-	481	-
		33,708	1,396	35,104	71,805

Notes to the Financial Statements for the Year Ended 31 March 2024

5 Other expenditure

	Unrestricted funds	Total 2024
Note	General £	£
Legal & Consultancy fees	1,315	1,315
Travel and subsistence	143	143
Other office running and administration costs	1,366	1,366
Website maintenance and computer expense	3,456	3,456
Printing, postage and stationery	117	117
	6,397	6,397

6 Trustees remuneration and expenses

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

7 Taxation

The charity is a registered charity and is therefore exempt from taxation.

8 Stock

	2024 £
Stocks	3,113

9 Debtors

	2024 £	2023 £
Trade debtors	41,250	-
Other debtors	1,964	1,964
	43,214	1,964

10 Creditors: amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	1,000	1,000
	1,000	1,000

Notes to the Financial Statements for the Year Ended 31 March 2024

11 Funds

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2024 £
Unrestricted funds					
<i>General</i>					
General	(2,718)	94,383	(40,328)	(790)	50,547
Restricted funds					
Restricted funds	4,439	10,267	(1,396)	790	14,100
Total funds	1,721	104,650	(41,724)	-	64,647

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
<i>General</i>				
General	(12,038)	61,812	(52,492)	(2,718)
Restricted funds				
Restricted funds	19,313	5,387	(20,261)	4,439
Total funds	7,275	67,199	(72,753)	1,721

Notes to the Financial Statements for the Year Ended 31 March 2024

12 Analysis of net assets between funds

	Unrestricted funds		Total funds
	General	Restricted funds	
	£	£	£
Current assets	51,547	14,100	65,647
Current liabilities	(1,000)	-	(1,000)
Total net assets	<u>50,547</u>	<u>14,100</u>	<u>64,647</u>

THE BOOK BUS FOUNDATION

England & Wales - Charity number 1117357

Accounts

Charity registration number: 1117357

The Book Bus Foundation

Annual Report and Financial Statements

for the Year Ended 31 March 2023

Ripe LLP
Chartered Accountants
9A Burroughs Gardens
London
NW4 4AU

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 10
Statement of Trustees' Responsibilities	11
Independent Examiner's Report	12
Statement of Financial Activities	13
Balance Sheet	14
Notes to the Financial Statements	15 to 22

Reference and Administrative Details

Trustees

David Gordon
Gerard Kelly
Huw Price

Principal Office

11 The Orchard
Montpelier Road
Ealing
W5 2QW

Charity Registration Number

1117357

Solicitors

Howard Kennedy
No. 1 London Bridge
London
SE1 9BG

Independent Examiner

Ripe LLP
Chartered Accountants
9A Burroughs Gardens
London
NW4 4AU

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2023.

Objectives and activities

Objects and aims

The objective of the Foundation is to support education, promote reading skills and provide schoolbooks and similar equipment to disadvantaged children overseas.

Former Trustee T Maschler acquired a Leyland Tiger bus in 2006 and donated it to the Foundation. The bus was converted into a mobile children's library called The Book Bus, to be used for communities in Africa. There are now three buses operating in Zambia, Malawi, and Ecuador.

The Trust Deed states that the Trustees may spend all or part of the capital of the charity in furthering its objects. There has been no change to the objectives during the period.

Public benefit

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance, and management

Nature of governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

Recruitment and appointment of trustees

The Trust Deed provides for a minimum of two Trustees. Apart from the first Trustees, every Trustee must be for an appointed term of three years by a Resolution of the Trustees passed at a special meeting. A special meeting may be called at any time by the person elected to chair the meetings of the Trustees or by any two Trustees.

In selecting individuals for appointment as Trustees, the Trustees must have regard to the skill, knowledge and experience needed for the effective administration of the charity. The Trustees must make available to each new Trustee, on his or her first appointment, a copy of the Trust Deed, a copy of the charity's latest report and statement of accounts. The first Trustees held office for a three-year period from 30 June 2006.

Financial instruments

Objectives and policies

The charity's activities expose it to several financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Cash flow risk

The charity's activities expose it primarily to the financial risks of changes in foreign currency exchange rates and interest rates. The charity uses foreign exchange forward contracts and interest rate swap contracts to hedge these exposures.

Interest bearing assets and liabilities are held at a fixed rate to ensure certainty of cash flows.

Trustees' Report

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments. The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

The charity has no significant concentration of credit risk, with exposure spread over many counterparties and customers.

Liquidity risk

To maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity uses a mixture of long-term and short-term debt finance.

Further details regarding liquidity risk can be found in the Statement of accounting policies in the financial statements.



TRUSTEES ANNUAL REPORT

01 APRIL 2022 – 31 MARCH 2023

The main activity during the period was our ongoing literacy project in support of 6 schools in Central and Lusaka Provinces, in partnership with Build It International. The project objective was to significantly improve the literacy levels of 1,200 pupils across the 6 primary schools over a 15-month period from September 2021 to December 2022. The project aimed to equip the schools with skilled staff and resources to provide quality reading instruction to 1,200 learners during the project, and to thousands more learners in the future.

Project planning and preparation began in July 2021. Activities were based around providing children with free access to books and the inspiration to read them. A carefully curated collection of around 550 books in English and in local language were supplied to each school, and teachers, parents and community leaders were engaged with, to provide the children with literacy support to help them learn to read.

Teacher training workshops equipped participating staff with skills and techniques to incorporate quality children's literature into their daily teaching practice. Learner enthusiasm for reading was universal at every school, enriching their classroom environment with books, wall charts and posters, adding further incentive to attend class. All schools now incorporate reading periods within the weekly timetable.

The project emphasised the importance of community engagement, enlisting increased child support from parents and guardians. Parent/guardian coaching workshops were delivered to boost their skills and knowledge of how to support reading in the home.

Project outcomes were managed through field observations, and the collection and analysis of numerical and narrative data. Positive outcomes were identified which were very encouraging, giving a clear indication that the teaching of literacy in the project schools has improved and will continue to produce higher standards of child literacy in the future.

The Inner Wheel Clubs of Great Britain and Ireland

The International Service Committee of The Inner Wheel Clubs of Great Britain and Ireland have chosen to support The Book Bus as its International fund-raising project for 2023/24. The Inner Wheel fundraising target is £40,000 which is to be used to purchase a new Book Bus in 2024 and to meet the running costs of the vehicle and its crew for 12 months.

David Gordon
Trustee and CEO

Project Outcomes

Outcomes for Children

The intended outcomes for children were that they would become more motivated to attend school, have free and regular access to books and increase their confidence in their reading abilities. The support they needed to achieve this relied a lot on support from their parents and teachers. The project outcomes for parents and teachers relate to the progress made in improving the support given to children, both in their home setting and at school.

The Learners showed great willingness to engage with the Book Bus team, and the books and resources supplied to the school by the project. It was demonstrated that learning to read through the use of play is a great motivator, and this, combined with sound pedagogy, accelerates the learning process.

The learners' classroom performance improved during the course of the project. Quantitatively the FLAT scores from the project performance indicator showed a 200% increase in reading levels, which was higher than anticipated. Qualitatively, the learners were observed to be much more confident and engaged with the books and resources made available to them. We believe that the results of the project show that, if maintained, the improvements experienced by these learners can continue to be attained by future students of the participating schools.

The results of the project indicate that, if maintained, the improvements experienced by these learners can be attained by those who will be progressing through the schools in the future.

Outcomes for parents

The intended outcomes for parents were to show that:

- a) education for their children is working (and that they should ensure good attendance at school)
- and*
- b) that they can contribute to their children's achievements by ensuring good attendance at school, and through additional encouragement and support in the home.

Project results suggest that the improved reading performance of individual learners attending the project schools will be communicated to their parents through the school report system and through the learners themselves. An increase in literacy standards can be assumed to lead to an increase in overall education performance, and it is hoped that this will, in turn, increase parental support for sending their children to school.

Engaging the parents in their children's education is a long-term process that involves each school building on the outcomes of the "I am a Reader" project to create a good reputation for schooling in general and, through good leadership and good teaching, a good reputation for their own school.

Outcomes for teachers

The intended outcomes for teachers were that they become conversant with new books and resources and methods on how to incorporate them into everyday learning at school. With experience they should improve the use of these materials and training which will result in better teaching practices and improved results from their learners.

The books supplied to each school included Oxford University Press reading schemes developed for Africa learners by OUP in South Africa and a series of supplementary readers from Zambia (Local language and English), South Africa and the UK (English). Methodologies instructed included phonics, bringing books to life and basic library management.

From a survey of the 29 teachers participating in the project, 25 declared that they had changed their teaching methods to embrace the methodologies they had learned from the project, two declared that they had not made any changes and two were non-responsive.

From the project performance indicators there is good evidence that most of the teachers are now confident in using phonics as part of the teaching process. The ongoing chat groups have enabled peer coaching amongst the teachers, which should help maintain the use of phonics and, with added experience, see improvement over time.

Outcomes for Schools

Each of the project Schools is now equipped with a carefully curated collection of quality children's books that can be used by teachers to teach children to read, both for pleasure and for the purpose of furthering their education. The schools received custom-made display shelves to store the books, and staff and learners have been trained on how to protect the books against wear and tear.

The collections of books includes titles in both English and local language and represents a valuable resource for the teaching of literacy to children of all ages in the school.

The Parents' Day events held at each school have demonstrated the value in reaching out to parents and encouraging their greater engagement in the learners' education. Events like this improve the school's reputation with parents and should help reduce absenteeism, which continues to be one of the main factors behind poor learner performance.

ACKNOWLEDGEMENTS

The Trustees of the Book Bus would like to thank on behalf of our beneficiaries for the generosity of our many supporters, some of whom we list below. It is because of your support that we can continue to enrich children's lives through literacy and the joy of reading.

Holder and Combes
Miles Kelly Publishers
Woodmansterne Publishing
Waterstone's

National Police Aid Convoys
TUUT Charitable Trust
The Inner Wheel Clubs of Great Britain and Ireland
Souter Charitable Trust
Soroptimist International
The Biogs Group

Suzanne Waller
Lucy Frew
Anna Browne
Anthony Barton
Tim Beard
Glenn Gurney
Karen Pendlebury
Emily Nicholson
K R Chandler
Ulrike Bohm and friends
Susan Evans
Susan Bentley
Kathleen Wykes
Mr D Crilly Ann
Thomas Janet
Gingell
Elieen Vamplew
Sandra Aitkin
Cornelious McVarnock
Ryan Jones
Karen Tyndall
Judy Thomas

Christopher Lemon
Jerome Dodge
Heather McKim
Marie Sutherland
Diane Toner
Sue Funnell
Zoe Stevens
Rosemary Orr and family
Mary Cronin
R Waldron
Nicola Raddon
Mrs P Martin

This list is but a snapshot of our support base; to all who have given and who are not on this list you are not forgotten; The Book Bus thanks you all equally and appreciates the support you have given to our cause in 2022/23.

THE BOOK BUS TEAM_IN 2022/23

Founder:

Tom Maschler

Patron:

Sir Quentin Blake

Board of Trustees

David Gordon

Gerard Kelly

Huw Price

Executives:

David Gordon - Chief Executive Officer

Staff (Zambia):

Monica Mulenga – Country Director

Kitwe: “I am a Reader” Project staff:

Myeya Mwamba – Literacy Lead

Caroline Chimba – Reading Coordinator

Mulilwa Mulilwa – Link Teacher

Precious Musatila - Link Teacher

Kaela Chisimba – Link Teacher

Raggie Mushili – Driver and reading mentor

Livingstone Library Project:

Jackline Simabila - Library staff

James Sakala - Library staff

Edward Sakala - Driver and reading mentor

FINANCIAL REVIEW

During the year, the charity has continued to build its income, which had fallen significantly during the pandemic. Income grew by 13% with income reaching £67,199. We would like to thank every one of our donors, your contribution has made such a difference to the children in Zambia and given them opportunities they would not have otherwise had.

We have very low charity running costs, which means that we can spend most of our income directly delivering our projects. We have no paid employees in the UK. Two of our projects ended during the year, which led to expenditure exceeding income by £5,554, reducing our total funds carried forward to £1,721. We always plan to spend our income as we receive it, to benefit the children, and therefore we always have a low total funds balance.

The charity has restricted funds in relation to amounts provided by one of its funders. Due to the economic challenges throughout 2023, it has been necessary to utilise a small amount of these funds to ensure it can continue to deliver its projects in Zambia. The charity has been through a restructuring and, as part of this, two new trustees with backgrounds in accountancy and finance have been brought onboard and a new funding strategy is being implemented. The charity's funder is aware of the use of restricted funds in this way and a plan is in place to ensure the restricted fund balance is returned to its correct position by 31st March 2024

The annual report was approved by the trustees of the charity on 29 Jan 2024 and signed on its behalf by:

David M Gordon

.....

D Gordon
Trustee

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charities SORP.
- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. 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 and other irregularities.

Approved by the trustees of the charity on 29 Jan 2024 and signed on its behalf by:

David M Gordon

.....

D Gordon
Trustee

Independent Examiner's Report to the trustees of The Book Bus Foundation

I report on the accounts of the charity for the year ended 31 March 2023 which are set out on pages 13 to 22.

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my 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 my attention.

Basis of independent examiner's report

My 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 next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act 2011; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
Robert Glazer FCA
Chartered Accountants

9A Burroughs Gardens
London
NW4 4AU

Date:.....

Statement of Financial Activities for the Year Ended 31 March 2023

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Income and Endowments from:					
Voluntary income	2	61,812	5,387	67,199	59,406
Expenditure on:					
Charitable activities	4	(52,492)	(19,313)	(71,805)	(70,578)
Costs of generating funds	3	-	(948)	(948)	(369)
Other expenditure	5	-	-	-	(11,233)
Total Expenditure		(52,492)	(20,261)	(72,753)	(82,180)
Other recognised gains and losses					
Net movement in funds		9,320	(14,874)	(5,554)	(22,774)
Reconciliation of funds					
Total funds brought forward		(12,038)	19,313	7,275	30,049
Total funds carried forward	14	(2,718)	4,439	1,721	7,275

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2022 is shown in note 14.

(Registration number: 1117357)
Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
Current assets			
Debtors	11	1,964	5,628
Cash at bank and in hand		757	9,804
		2,721	15,432
Creditors: Amounts falling due within one year	12	(1,000)	(8,157)
Net assets		1,721	7,275
Funds of the charity:			
Restricted funds		4,439	19,313
Unrestricted income funds			
Unrestricted funds		(2,718)	(12,038)
Total funds	14	1,721	7,275

The financial statements on pages 6 to 15 were approved by the trustees, and authorised for issue on and signed on their behalf by:

David M Gordon

.....
D Gordon
Trustee

Notes to the Financial Statements for the Year Ended 31 March

1 Accounting policies

Statement of compliance

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 (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

The Book Bus Foundation meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are presented in Sterling (£) and figures are shown to the nearest whole pound.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings, they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Notes to the Financial Statements for the Year Ended 31 March

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustee's meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Trade debtors

are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of is established when there is objective evidence that the will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if they do not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Notes to the Financial Statements for the Year Ended 31 March

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

Notes to the Financial Statements for the Year Ended 31 March

2 Income from donations and legacies

	Unrestricted funds		Total 2023 £	Total 2022 £
	General £	Restricted funds £		
Donations and legacies; Donations				
	61,812	5,387	67,199	59,406
	61,812	5,387	67,199	59,406
	61,812	5,387	67,199	59,406

3 Expenditure on raising funds

Costs of generating funds

	Note	Restricted funds £	Total 2023 £	Total 2022 £
Pension costs		-	-	61
Other fundraising costs		-	-	308
Other fundraising costs		948	948	-
		948	948	-
		948	948	369

4 Expenditure on charitable activities

	Unrestricted funds		Total 2023 £	Total 2022 £
	General £	Restricted funds £		
Wages and salaries	-	-	-	6,517
Pension costs	-	-	-	367
Project direct costs	-	19,313	19,313	32,087
Project direct costs	52,492	-	52,492	27,057
Books purchased	-	-	-	1,349
Motor expenses (U1, CA1)	-	-	-	2,083
Depreciation of vehicles and equipment (U1, CA1)	-	-	-	900
	52,492	19,313	71,805	70,360
	52,492	19,313	71,805	70,360

Notes to the Financial Statements for the Year Ended 31 March

5 Other expenditure

	Total 2023 £	Total 2022 £
Staff costs		
Pension costs	-	61
Travel and subsistence	-	84
Foreign currency (gains)/losses	-	2,192
Other office running and administration costs	-	4,801
Website maintenance and computer expense	-	3,957
Printing, postage and stationery	-	138
	-	11,233

6 Analysis of governance and support costs

Governance costs

	Total 2023 £	Total 2022 £
Other governance costs	-	218
	-	218

7 Net incoming/outgoing resources

Net outgoing resources for the year include:

	2023 £	2022 £
Depreciation of fixed assets	-	900
	-	900

8 Trustees' remuneration and expenses

During the year the charity made the following transactions with trustees:

D Gordon

D Gordon received remuneration of £Nil (2022: £Nil) during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

9 Staff costs

The aggregate payroll costs were as follows:

Notes to the Financial Statements for the Year Ended 31 March

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	-	6,517
Pension costs	-	489
	-	7,006

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2023 No	2022 No
Admin & support	2	2

No employee received emoluments of more than £60,000 during the year

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Debtors

	2023 £	2022 £
Trade debtors	-	4,271
Other debtors	1,964	1,357
	1,964	5,628

12 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	-	80
Other creditors	1,000	8,077
	1,000	8,157

13 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £Nil (2022: £490).

Notes to the Financial Statements for the Year Ended 31 March

14 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
General	(12,038)	61,812	(52,492)	(2,718)
Restricted funds	19,313	5,387	(20,261)	4,439
Total funds	7,275	67,199	(72,753)	1,721

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 31 March 2022 £
Unrestricted funds				
General	13,000	25,055	(50,093)	(12,038)
Restricted funds	17,049	34,351	(32,087)	19,313
Total funds	30,049	59,406	(82,180)	7,275

Notes to the Financial Statements for the Year Ended 31 March

15 Analysis of net assets between funds

	Unrestricted funds		Total funds £
	General £	Designated £	
Current assets	(1,718)	4,439	2,721
Current liabilities	(1,000)	-	(1,000)
Total net assets	<u>(2,718)</u>	<u>4,439</u>	<u>1,721</u>

THE BOOK BUS FOUNDATION

England & Wales - Charity number 1117357

Accounts

Charity registration number: 1117357

The Book Bus Foundation

Annual Report and Financial Statements

for the Year Ended 31 March 2022

Ripe LLP
Chartered Accountants
9A Burroughs Gardens
London
NW4 4AU

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 8
Statement of Trustees' Responsibilities	9
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12
Notes to the Financial Statements	13 to 21

Reference and Administrative Details

Trustees -

Jackie Gillan (Chair of the Board of Trustees)
David Gordon
Glenn Gurney (Treasurer)
Gerard Kelly
Huw Price

Principal Office

11 The Orchard
Montpelier Road
Ealing
W5 2QW

Charity Registration Number

1117357

Solicitors

Howard Kennedy
No. 1 London Bridge
London
SE1 9BG

Independent Examiner

Ripe LLP
Chartered Accountants
9A Burroughs Gardens
London
NW4 4AU

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2022.

Objectives and activities

Objects and aims

The objective of the Foundation is to support education, promote reading skills and provide school books and similar equipment to disadvantaged children overseas.

Former Trustee T Maschler acquired a Leyland Tiger bus in 2006 and donated it to the Foundation. The bus was converted into a mobile children's library called The Book Bus, to be used for communities in Africa. There are now three buses operating in Zambia, Malawi, and Ecuador.

The Trust Deed states that the Trustees may spend all or part of the capital of the charity in furthering its objects. There has been no change to the objectives during the period.

Public benefit

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance and management

Nature of governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

Recruitment and appointment of trustees

The Trust Deed provides for a minimum of two Trustees. Apart from the first Trustees, every Trustee must be for an appointed term of three years by a Resolution of the Trustees passed at a special meeting. A special meeting may be called at any time by the person elected to chair meetings of the Trustees or by any two Trustees.

In selecting individuals for appointment as Trustees, the Trustees must have regard to the skill, knowledge and experience needed for the effective administration of the charity. The Trustees must make available to each new Trustee, on his or her first appointment, a copy of the Trust Deed, a copy of the charity's latest report and statement of accounts. The first Trustees held office for a three-year period from 30 June 2006.

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Cash flow risk

The charity's activities expose it primarily to the financial risks of changes in foreign currency exchange rates and interest rates. The charity uses foreign exchange forward contracts and interest rate swap contracts to hedge these exposures.

Interest bearing assets and liabilities are held at fixed rate to ensure certainty of cash flows.

Trustees' Report

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments. The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

Liquidity risk

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity uses a mixture of long-term and short-term debt finance.

Further details regarding liquidity risk can be found in the Statement of accounting policies in the financial statements.



TRUSTEES ANNUAL REPORT
01 APRIL 2021 – 31 MARCH 2022

Literacy levels in Zambian schools (and Africa in general) are still lagging behind

The effects of the Covid pandemic in Zambia continued to affect children's access to education in 2021. The pandemic-related school closures further widened the gap between those who have access to quality education and those who do not. Children from disadvantaged backgrounds, including those living in rural areas, have been particularly affected by the lack of access to instruction, feedback, and interaction with teachers.

Getting the Book Bus back on the road

During the first two quarters of 2021, school closures and other restrictions meant The Book Bus staff continued to develop radio and online content for distribution to children and teachers they could not reach. A second series of "The Book Bus Reads" radio programmes was produced for Flava FM and broadcast nationwide. Schools re-opened during the final two quarters of 2021 allowing The Book Bus school literacy support programme to restart in September 2021 and continue into 2022. The "I am a Reader" project was finally able to take to the road again with the intent of getting vulnerable and disadvantaged children back into reading by providing them with access to quality books and the inspiration to read them.

The Book Bus Project with Build It International and The Magic Libraries Foundation

The Book Bus school literacy support project was re-started when Build It International, a UK construction training organisation, contracted The Book Bus to deliver a 12-month version of the I am a Reader project to a cohort of 6 schools they had built in Central and Lusaka provinces. The project's aim was to improve literacy levels of 1200 learners from across the six schools through provision of school libraries, teacher training and mentored reading sessions. Project planning commenced in May 2021 and after Covid related delays, activities commenced in September 2021 with completion due in September 2022. The project budget was £58,000 pounds which was jointly funded by Build It International and The Magic Libraries Foundation.

Project Activities 2021 – 2022

The Book Bus Project Team was boosted with the creation of the position of Literacy Lead, a role that was to manage the project and develop expertise in teacher training and use of phonics. During the first quarter the project activities enabled the project team to identify individual school needs, measure the English literacy levels of learners and identify factors that may be the cause where the literacy levels fall below the project's target.

Base level tests of literacy levels in the project schools were conducted in October 2021 -overall, 11% of learners assessed passed as functionally literate. 89% of those assessed are classified as Not Yet Literate. These results reflect those of other Districts in Zambia where the Book bus has worked. There are no quick fixes to the causal issues of such low results but the project will help each school develop a strategy that will provide slow and sure progress towards achieving acceptable English literacy levels at all grades.

With the country emerging from the disruptions caused by the Covid-19 pandemic, full implementation of workshop activities and distribution of books and resources were achieved during the period. Teacher training workshops equipped participants with skills and techniques to incorporate quality children's literature into their daily teaching practice; schools were encouraged to give learners free and easy access to books and to make time in the school timetable for them to read.

School policies that allow free access to books are a critical step in the journey towards a fully literate school, such policies should guarantee that all learners can borrow books at least for reading within school; such

policies should not be disregarded by head teachers or individual class teachers. Learners surveyed in schools that have adopted learner managed book lending systems show greater confidence and purpose in their reading ability. Learner involvement in the management of the school book stock leads to wider learner engagement with the books and increased reading skills through peer learning.

Teacher enthusiasm at the workshops was welcomed, teachers were encouraged to innovate and use their imagination to create additional resources to improve their learners' classroom environment. Use of talking walls, charts and posters is becoming more visible in the schools. Training in the use of Phonics has given teachers an important tool to help learners make the transition from local language to English. The teachers' professional development will continue to be supported by the Book Bus through school visits and our newly developed tele-coaching programme.

While the project has advanced considerably within the schools during the period, work remains to be done with community engagement and out of school reading. The formation of school book clubs is an important element of this as it provides opportunity for parental/family participation in the development of their children's reading skills.

The next period will build on the considerable achievements of the current period with continued monitoring of in-school practices and further development of book clubs and community engagement.

Strengthening our Monitoring, Evaluation, Accountability and Learning (MEAL)

Planning with the "end in mind" is vitally important when developing and implementing literacy projects. The Book Bus "end in mind" is that every child should have the opportunity to read through having access to quality books and the inspiration to read them. During the "I am a Reader" project in 2021 we worked hard to increase our impact by using an outcome-based approach with a robust monitoring plan to ensure success. The project developed with a set of desired outcomes and associated activities which could be managed by measuring collected data and evidence of completion against carefully chosen success indicators.

With the recommencement of operations in Zambia in 2021, The Book Bus is once again on track to continue its mission to inspire, enlighten and educate the children of Zambia through the power of reading.

In memoriam: We sadly lost Mr Francis Chilufya, a dear and valued member of our Zambian board to Covid in 2021

David Gordon
Trustee and CEO

ACKNOWLEDGEMENTS

The Trustees of the Book Bus would like to thank on behalf of our beneficiaries the generosity of our many supporters some of whom we list below. It is because of your support that we can continue to enrich children's lives through literacy and the joy of reading.

Telford Priory School

Holder and Combes
Miles Kelly Publishers
Woodmansterne Publishing
Joseph McCollum and Company Solicitors

Magic Libraries Foundation
National Police Aid Convoys
The Harbinson Trust
Build It International

Suzanne Waller
Lucy Frew
Anna Browne
Anthony Barton
Tim Beard
Glenn Gurney
Karen Pendlebury
Richard Nicholl
Barbara Eggesfield
Kiana Grogan
Nicholas White
R Waldron
George Coelho
Mrs J C Hall

This list is but a snapshot of our support base; to all who have given and who are not on this list you are not forgotten, The Book Bus thanks you all equally and appreciate the support you have given to our cause in 2021/22

Patron:

Sir Quentin Blake

Board of Trustees

Jackie Gillan (Chair of the Board of Trustees)

David Gordon

Gerard Kelly

Huw Price

Executives:

David Gordon - Chief Executive Officer and Operations Director

Staff (Zambia):

Monica Mulenga – Country Director

Kitwe: "I am a Reader" Project staff:

Mweya Mwamba – Literacy Lead

Caroline Chimba – Reading Coordinator

Josephine Sikute – Communications

Mulilwa Mulilwa – Link Teacher

Precious Musatila - Link Teacher

Kaela Chisimba – Link Teacher

Raggie Mushili – Driver and reading mentor

Edward Sakala - Driver and reading mentor

Livingstone Library Project:

Jackline Simabila - Library staff

James Sakala - Library staff

FINANCIAL REVIEW

We saw a significant decrease in income and expenditure this year, normal project implementation was stopped due school closures and general Covid restrictions. Operations in Zambia restarted with project funding from Build It International and The Magic Libraries Foundation.

Main income for the year was unrestricted grants from TUUT and Brian Murtagh Trust which enabled us to maintain a skeleton staff to continue developing literacy support resources for future use and to develop content for our new children's radio programmes.

The charity has no pension liabilities or material investments.

The annual report was approved by the trustees of the charity on 31/08/2023 and signed on its behalf by:

David M Gordon

.....
D Gordon
Trustee

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. 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 and other irregularities.

Approved by the trustees of the charity on 31/08/2023 and signed on its behalf by:

David M Gordon
.....
D Gordon
Trustee

Independent Examiner's Report to the trustees of The Book Bus Foundation

I report on the accounts of the charity for the year ended 31 March 2022 which are set out on pages 6 to 16.

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my 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 my attention.

Basis of independent examiner's report

My 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 next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act 2011; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
Robert Glazer FCA
Chartered Accountants

9A Burroughs Gardens
London
NW4 4AU

Date:.....

Statement of Financial Activities for the Year Ended 31 March 2022

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Income and Endowments from:					
Voluntary income	2	25,055	34,351	59,406	43,307
Expenditure on:					
Charitable activities	4	(38,491)	(32,087)	(70,578)	(52,753)
Costs of generating funds	3	(369)	-	(369)	(11,826)
Other expenditure	5	(11,233)	-	(11,233)	(10,029)
Total Expenditure		(50,093)	(32,087)	(82,180)	(74,608)
Other recognised gains and losses					
Net movement in funds		(25,038)	2,264	(22,774)	(31,301)
Reconciliation of funds					
Total funds brought forward		13,000	17,049	30,049	61,350
Total funds carried forward	15	(12,038)	19,313	7,275	30,049

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2021 is shown in note 15.

(Registration number: 1117357)
Balance Sheet as at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	11	-	899
Current assets			
Debtors	12	5,628	42
Cash at bank and in hand		9,804	34,376
		15,432	34,418
Creditors: Amounts falling due within one year	13	(8,157)	(5,268)
Net current assets		7,275	29,150
Net assets		7,275	30,049
Funds of the charity:			
Restricted funds		19,313	17,049
Unrestricted income funds			
Unrestricted funds		(12,038)	13,000
Total funds	15	7,275	30,049

The financial statements on pages 6 to 16 were approved by the trustees, and authorised for issue on 31/08/2023 and signed on their behalf by:

David M Gordon

D Gordon
 Trustee

Type text here

Notes to the Financial Statements for the Year Ended 31 March 2022

1 Accounting policies

Statement of compliance

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 (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

The Book Bus Foundation meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are presented in Sterling (£) and figures are shown to the nearest whole pound.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Notes to the Financial Statements for the Year Ended 31 March 2022

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Motor vehicles	25% straight line basis
Computer equipment	25% straight line basis

Trade debtors

are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of is established when there is objective evidence that the will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Notes to the Financial Statements for the Year Ended 31 March 2022

Trade creditors

are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Notes to the Financial Statements for the Year Ended 31 March 2022

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

2 Income from donations and legacies

	Unrestricted funds		Total 2022	Total 2021
	General	Restricted funds		
	£	£	£	£
Donations and legacies;				
Donations	25,055	34,351	59,406	43,307
	25,055	34,351	59,406	43,307

Notes to the Financial Statements for the Year Ended 31 March 2022

3 Expenditure on raising funds

a) Costs of generating funds

	Unrestricted funds			
	General		Total	Total
Note	£		2022	2021
			£	£
Wages and salaries	-		-	3,600
Pension costs	61		61	61
Other fundraising costs	308		308	8,165
			<u>369</u>	<u>11,826</u>

4 Expenditure on charitable activities

	Unrestricted funds				
	General	Restricted funds		Total	Total
Note	£	£		2022	2021
				£	£
Wages and salaries	6,517	-		6,517	12,000
Pension costs	367	-		367	204
Project direct costs	-	32,087		32,087	15,273
Project direct costs	27,057	-		27,057	20,719
Books purchased	1,349	-		1,349	1,345
Motor expenses (U1, CA1)	2,083	-		2,083	1,981
Depreciation of vehicles and equipment (U1, CA1)	899	-		899	1,231
	<u>38,273</u>	<u>32,087</u>		<u>70,360</u>	<u>52,753</u>

Notes to the Financial Statements for the Year Ended 31 March 2022

5	Other expenditure		
	Unrestricted funds		
Note	General £	Total 2022 £	Total 2021 £
Staff costs			
Wages and salaries	-	-	3,681
Pension costs	61	61	61
Travel and subsistence	84	84	112
Foreign currency (gains)/losses	2,192	2,192	126
Other office running and administration costs	4,801	4,801	1,709
Website maintenance and computer expense	3,957	3,957	4,213
Printing, postage and stationery	138	138	127
	11,233	11,233	10,029

6 Analysis of governance and support costs

	Governance costs	
	Unrestricted funds	
	General £	Total 2022 £
Other governance costs	218	218
	218	218

7 Net incoming / outgoing resources

Net outgoing resources for the year include:

	2022 £	2021 £
Depreciation of fixed assets	899	1,231

8 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

D Gordon

D Gordon received remuneration of £Nil (2021: £14,400) during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Notes to the Financial Statements for the Year Ended 31 March 2022

9 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	6,517	19,281
Pension costs	489	326
	<u>7,006</u>	<u>19,607</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2022 No	2021 No
Admin & support	<u>2</u>	<u>2</u>

No employee received emoluments of more than £60,000 during the year

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Motor vehicles £	Computer equipment £	Total £
Cost			
At 1 April 2021	<u>53,724</u>	<u>3,842</u>	<u>57,566</u>
At 31 March 2022	<u>53,724</u>	<u>3,842</u>	<u>57,566</u>
Depreciation			
At 1 April 2021	53,121	3,546	56,667
Charge for the year	603	296	899
At 31 March 2022	<u>53,724</u>	<u>3,842</u>	<u>57,566</u>
Net book value			
At 31 March 2022	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2021	<u>603</u>	<u>296</u>	<u>899</u>

Notes to the Financial Statements for the Year Ended 31 March 2022

12 Debtors

	2022 £	2021 £
Trade debtors	4,271	42

13 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	80	80
Other taxation and social security	-	679
Other creditors	8,077	4,509
	8,157	5,268

Included in other creditors is a balance due to Mr David Gordon £8,000 a trustee of the charity.

14 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £490 (2021: £326).

15 Funds

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 31 March 2022 £
Unrestricted funds				
General	13,000	25,055	(50,093)	(12,038)
Restricted funds	17,049	34,351	(32,087)	19,313
Total funds	30,049	59,406	(82,180)	7,275

Notes to the Financial Statements for the Year Ended 31 March 2022

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
Unrestricted funds				
General	29,087	43,248	(59,335)	13,000
Restricted funds	32,263	59	(15,273)	17,049
Total funds	61,350	43,307	(74,608)	30,049

16 Analysis of net assets between funds

	Unrestricted funds		Total funds
	General £	Restricted funds £	£
Current assets	(3,881)	19,313	15,432
Current liabilities	(8,157)	-	(8,157)
Total net assets	(12,038)	19,313	7,275

THE BOOK BUS FOUNDATION

England & Wales - Charity number 1117357

Accounts

Charity registration number: 1117357

The Book Bus Foundation

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Ripe LLP
Chartered Accountants
9A Burroughs Gardens
London
NW4 4AU

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 8
Statement of Trustees' Responsibilities	9
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12
Notes to the Financial Statements	13 to 20

Reference and Administrative Details

Trustees

Jackie Gillan (Chair of the Board of Trustees)
David Gordon
Glenn Gurney (Treasurer)
Gerard Kelly
Huw Price

Principal Office

11 The Orchard
Montpelier Road
Ealing
W5 2QW

Charity Registration Number

1117357

Solicitors

Howard Kennedy
No. 1 London Bridge
London
SE1 9BG

Independent Examiner

Ripe LLP
Chartered Accountants
9A Burroughs Gardens
London
NW4 4AU

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2021.

Objectives and activities

Objects and aims

The objective of the Foundation is to support education, promote reading skills and provide school books and similar equipment to disadvantaged children overseas.

Former Trustee T Maschler acquired a Leyland Tiger bus in 2006 and donated it to the Foundation. The bus was converted into a mobile children's library called The Book Bus, to be used for communities in Africa. There are now three buses operating in Zambia, Malawi, and Ecuador.

The Trust Deed states that the Trustees may spend all or part of the capital of the charity in furthering its objects. There has been no change to the objectives during the period.

Public benefit

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance and management

Nature of governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

Recruitment and appointment of trustees

The Trust Deed provides for a minimum of two Trustees. Apart from the first Trustees, every Trustee must be for an appointed term of three years by a Resolution of the Trustees passed at a special meeting. A special meeting may be called at any time by the person elected to chair meetings of the Trustees or by any two Trustees.

In selecting individuals for appointment as Trustees, the Trustees must have regard to the skill, knowledge and experience needed for the effective administration of the charity. The Trustees must make available to each new Trustee, on his or her first appointment, a copy of the Trust Deed, a copy of the charity's latest report and statement of accounts. The first Trustees held office for a three-year period from 30 June 2006.

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Cash flow risk

The charity's activities expose it primarily to the financial risks of changes in foreign currency exchange rates and interest rates. The charity uses foreign exchange forward contracts and interest rate swap contracts to hedge these exposures.

Interest bearing assets and liabilities are held at fixed rate to ensure certainty of cash flows.

Trustees' Report

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments.

The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

Liquidity risk

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity uses a mixture of long-term and short-term debt finance.

Further details regarding liquidity risk can be found in the Statement of accounting policies in the financial statements.



TRUSTEES ANNUAL REPORT

01 APRIL 2020 – 31 MARCH 2021

In March 2020, 165 countries closed all their schools due to Covid-19, affecting nearly 1.5 billion learners and 63 million primary and secondary school teachers. The closures posed unprecedented challenges for education systems throughout the world.

The impact of the Covid-19 Pandemic affected children benefitting from The Book Bus projects in Zambia and Malawi. The Book Bus in Malawi was closed down and ownership of the Book Bus community library in Maldeco transferred to our local partner organisation Community Initiative for Self-Reliance (CISER). CISER will re-open the library when it is safe to do so and continue to provide the children of Maldeco access to its wonderful books in the future.

The Book Bus International volunteer programmes for child mentoring in 2020 and 2021 were cancelled with the situation to be reviewed once the effects of the Covid-19 Pandemic within Zambia are clear.

The highly successful Book Bus “I am a Reader” programme for primary school children in Zambia was paused on 20 March 2020 when all schools in the country were closed until further notice. The school closures were sudden and because of this, little attention had been given to providing distant learning facilities for children. Teachers now needed adequate training on how to ensure the continuation of learning and how to develop relevant, high-quality distance education packages.

To meet these challenges, our response to the Covid-19 crisis was to develop new ways to deliver quality distance learning for teachers and learners alike. The Book Bus team in Zambia is working through the Ministry of Education to train teachers on how to adapt to new learning platforms and develop new strategies to engage their children. Book Bus staff have also been participating in and delivering other forms of education, for example communicating measures that prevent the spread of the virus, ensuring that children are safe and supported.

The Covid-19 Pandemic has presented unforeseen challenges to The Book Bus and the Board of Trustees made the difficult decision to cease operations in Ecuador and Malawi and to reduce Zambia to a skeleton staff. The retained staff in Zambia will continue developing activities that will sustain our projects until the schools are re-opened.

David Gordon
Trustee and CEO

The Book Bus Project in Zambia

Revised activities during times of Covid restrictions

Our activities will support teachers in our project schools with training and resources to ensure children continue to read and learn during the current crisis, then re-join our project as soon as it is safe to do so. We will continue to monitor the current situation and in the mean time we have created an interim action plan as follows:

1. Teacher training: Continuous Professional Development

Online platforms were opened on Facebook and WhatsApp that gave teachers access to training and resources from their homes. Uptake was encouraging and these platforms will continue to be used in the future – they have proven to be particularly useful in rural areas where regular physical visits can be challenging, especially during the rainy season when roads are impassable.

2. Distance learning for children: “The Book Bus reads” – a storytelling series for online sharing

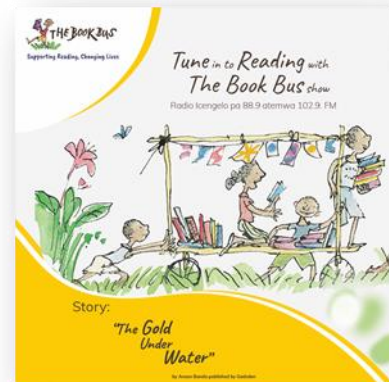
Book Bus staff have been developing their story-telling and video production skills to create a series of storytelling videos that are available through The Book Bus Zambia YouTube channel.

3. Our radio broadcast Reading Programme with Radio Icengelo went on air on 31 July 2020

“The Book Bus is on air! Since the school closures in March many children have been missing out on reading with the Book Bus but hey, the exciting news is that our wheels will soon be turning on the airwaves with regular storytelling sessions on Radio Icengelo 88.9 and 102.9 FM. Please tune in and welcome us into your homes on Fridays and Sundays for 30 minutes of storytelling and fun. Don't miss the first episode on Friday 31 July at 15:30!”

4. Teacher training: Research and development of teacher training material

The Book Bus team in Kitwe are constantly researching and developing lesson plans and teaching sessions for children’s books that complement the school curriculum. This will put us in a much stronger position when “I am a Reader” resumes.



ACKNOWLEDGEMENTS

The Trustees of the Book Bus would like to thank on behalf of our beneficiaries the generosity of our many supporters some of whom we list below. It is because of your support that we can continue to enrich children's lives through literacy and the joy of reading.

Warwick School
Brentwood School
Burford Primary School

Holder and Combes
Miles Kelly Publishers
Cartakeback.com
Woodmansterne Publishing
Rathbone Brothers PLC
St Peter's Church

Magic Libraries Foundation
National Police Aid Convoys
TUUT Charitable Trust
Allan and Nesta Ferguson Trust
Brian Murtagh Charity Trust
Inner Wheel Club of Sutton Coldfield
Gilchrist Education Trust
Souter Charitable Trust
Sorooptimist International

Suzanne Waller
Bridget Benthall
Lucy Frew
Anna Browne
Anthony Barton
Tim Beard
Glenn Gurney
Julie Burrows
Mr W Starr
Karen Pendlebury

This list is but a snapshot of our support base; to all who have given and who are not on this list you are not forgotten, The Book Bus thanks you all equally and appreciate the support you have given to our cause in 2020/21

THE BOOK BUS TEAM IN 2020/21

Founder:

Tom Maschler

Patron:

Sir Quentin Blake

Board of Trustees

Jackie Gillan (Chair of the Board of Trustees)

David Gordon

Glenn Gurney (Treasurer)

Gerard Kelly

Huw Price

Executives:

David Gordon - Chief Executive Officer and Operations Director

Staff (Zambia):

Monica Mulenga – Country Director

Kitwe: "I am a Reader" Project staff:

Caroline Chimba – Reading Coordinator

Josephine Sikute – Communications

Mulilwa Mulilwa – Link Teacher

Precious Musatila - Link Teacher

Kaela Chisimba – Link Teacher

Raggie Mushili – Driver and reading mentor

Livingstone Library Project:

Jackline Simabila - Library staff

James Sakala - Library staff

Edward Sakala - Driver and reading mentor

FINANCIAL REVIEW

We saw a significant decrease in income and expenditure this year, normal project implementation was stopped due school closures and general Covid restrictions. Operations in Malawi and Ecuador ceased, there were no outstanding financial commitments to either project.

Main income for the year was unrestricted grants from TUUT and Brian Murtagh Trust which enabled us to maintain a skeleton staff to continue developing literacy support resources for future use and to develop content for our new children's radio programmes.

The charity has no pension liabilities or material investments.

The annual report was approved by the trustees of the charity on ~~28.04.2022~~ and signed on its behalf by:

A rectangular box containing a handwritten signature in blue ink that reads "David M Gordon".

D Gordon
Trustee

Statement of Trustees' Responsibilities


The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. 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 and other irregularities.

Approved by the trustees of the charity on ..28.04.2022.. and signed on its behalf by:

A rectangular box containing a handwritten signature in blue ink that reads "David M Gordon".

D Gordon
Trustee

Independent Examiner's Report to the trustees of The Book Bus Foundation

I report on the accounts of the charity for the year ended 31 March 2021 which are set out on pages 7 to 16.

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my 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 my attention.

Basis of independent examiner's report

My 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 next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act 2011; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
Robert Glazer FCA
Chartered Accountants

9A Burroughs Gardens
London
NW4 4AU

Date:.....

Statement of Financial Activities for the Year Ended 31 March 2021

		Unrestricted funds	Restricted funds	Total 2021	(As restated) Total 2020
	Note	£	£	£	£
Income and Endowments from:					
Voluntary income	2	43,248	59	43,307	107,744
Expenditure on:					
Charitable activities	4	(37,480)	(15,273)	(52,753)	(87,837)
Costs of generating funds	3	(11,826)	-	(11,826)	(18,301)
Other expenditure	5	(10,029)	-	(10,029)	(11,867)
Total Expenditure		(59,335)	(15,273)	(74,608)	(118,005)
Other recognised gains and losses					
Net movement in funds		(16,087)	(15,214)	(31,301)	(10,261)
Reconciliation of funds					
Total funds brought forward		29,087	32,263	61,350	71,610
Total funds carried forward	14	13,000	17,049	30,049	61,349

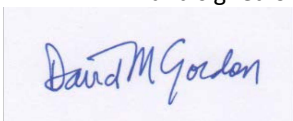
All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2020 is shown in note 14.

(Registration number: 1117357)
Balance Sheet as at 31 March 2021

	Note	2021 £	(As restated) 2020 £
Fixed assets			
Tangible assets	10	899	2,131
Current assets			
Debtors	11	42	35,109
Cash at bank and in hand		34,376	27,282
		<u>34,418</u>	<u>62,391</u>
Creditors: Amounts falling due within one year	12	<u>(5,268)</u>	<u>(3,173)</u>
Net current assets		<u>29,150</u>	<u>59,218</u>
Net assets		<u>30,049</u>	<u>61,349</u>
Funds of the charity:			
Restricted funds			
		17,049	32,263
Unrestricted income funds			
Unrestricted funds		<u>13,000</u>	<u>29,086</u>
Total funds	14	<u>30,049</u>	<u>61,349</u>

The financial statements on pages 11 to 20 were approved by the trustees, and authorised for issue on ..28.04.2022... and signed on their behalf by:



D Gordon
Trustee

Notes to the Financial Statements for the Year Ended 31 March 2021

1 Accounting policies

Statement of compliance

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 (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

The Book Bus Foundation meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are presented in Sterling (£) and figures are shown to the nearest whole pound.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Going concern

The trustees consider that there are no material uncertainties other than the ongoing consequences of Covid-19 which may curtail operations about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Notes to the Financial Statements for the Year Ended 31 March 2021

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Motor vehicles	25% straight line basis
Computer equipment	25% straight line basis

Trade debtors

are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of is established when there is objective evidence that the will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Notes to the Financial Statements for the Year Ended 31 March 2021

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

Notes to the Financial Statements for the Year Ended 31 March 2021

2 Income from donations and legacies

	Unrestricted funds		Total 2021 £	(As restated)
	General £	Restricted funds £		Total 2020 £
Donations and legacies;				
Donations	43,248	59	43,307	103,648
Volunteer fees	-	-	-	4,096
	43,248	59	43,307	107,744

3 Expenditure on raising funds

a) Costs of generating funds

	Note	Unrestricted funds		Total 2021 £	Total 2020 £
		General £	Restricted funds £		
Wages and salaries		3,600		3,600	3,600
Pension costs		61		61	60
Other fundraising costs		8,165		8,165	14,641
		11,826		11,826	18,301

Notes to the Financial Statements for the Year Ended 31 March 2021

4 Expenditure on charitable activities

	Note	Unrestricted funds		Total 2021 £	Total 2020 £
		General £	Restricted funds £		
Wages and salaries		12,000	-	12,000	10,800
Pension costs		204	-	204	120
Project direct costs		-	15,273	15,273	36,577
Project direct costs		20,719	-	20,719	22,335
Volunteer expenses		-	-	-	11,952
Books purchased		1,345	-	1,345	1,400
Motor expenses (U1, CA1)		1,981	-	1,981	3,342
Depreciation of vehicles and equipment (U1, CA1)		1,231	-	1,231	1,311
		<u>37,480</u>	<u>15,273</u>	<u>52,753</u>	<u>87,837</u>

5 Other expenditure

	Note	Unrestricted funds	Total 2021 £	Total 2020 £
		General £		
Staff costs				
Wages and salaries		3,681	3,681	3,600
Pension costs		61	61	60
Travel and subsistence		112	112	884
Foreign currency (gains)/losses		126	126	12
Other office running and administration costs		1,709	1,709	3,281
Website maintenance and computer expense		4,213	4,213	3,669
Printing, postage and stationery		127	127	361
		<u>10,029</u>	<u>10,029</u>	<u>11,867</u>

6 Net incoming/outgoing resources

Net outgoing resources for the year include:

	2021 £	2020 £
Depreciation of fixed assets	<u>1,231</u>	<u>1,311</u>

Notes to the Financial Statements for the Year Ended 31 March 2021

7 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

D Gordon

D Gordon received remuneration of £14,400 (2020: £14,400) during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

8 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
Staff costs during the year were:		
Wages and salaries	19,281	18,000
Pension costs	326	240
	<u>19,607</u>	<u>18,240</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2021 No	2020 No
Admin & support	<u>2</u>	<u>2</u>

No employee received emoluments of more than £60,000 during the year

9 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Notes to the Financial Statements for the Year Ended 31 March 2021

10 Tangible fixed assets

	Motor vehicles £	Computer equipment £	Total £
Cost			
At 1 April 2020	53,724	3,842	57,566
At 31 March 2021	53,724	3,842	57,566
Depreciation			
At 1 April 2020	52,100	3,335	55,435
Charge for the year	1,021	211	1,232
At 31 March 2021	53,121	3,546	56,667
Net book value			
At 31 March 2021	603	296	899
At 31 March 2020	1,624	507	2,131

11 Debtors

	2021 £	2020 £
Trade debtors	42	35,109

12 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	80	1,971
Other taxation and social security	679	211
Other creditors	4,509	991
	5,268	3,173

13 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £326 (2020: £241).

Notes to the Financial Statements for the Year Ended 31 March 2021

14 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
Unrestricted funds				
General	29,087	43,248	(59,335)	13,000
Restricted funds	32,263	59	(15,273)	17,049
Total funds	61,350	43,307	(74,608)	30,049
	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Balance at 31 March 2020 £
Unrestricted funds				
General	(8,401)	118,915	(81,428)	29,086
Restricted funds	80,011	(11,171)	(36,577)	32,263
Total funds	71,610	107,744	(118,005)	61,349

15 Analysis of net assets between funds

	Unrestricted funds		Total funds
	General £	Restricted funds £	£
Tangible fixed assets	296	603	899
Current assets	17,973	16,445	34,418
Current liabilities	(5,268)	-	(5,268)
Total net assets	13,001	17,048	30,049

16 Related party transactions

There were no related party transactions in the year.

17 Re-statement of previous year accounts

The charity has restated the 2020 comparative figures in order to rectify £50,000 unrestricted income recorded to restricted income. As a consequence, unrestricted funds increase and restricted fund decreased by £50,000 although there was no change in net result.