



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From** 01 August 2019 **To** 31 December 2020

**Charity name:** Bokamoso Education Trust

**Charity registration number:** 1149316

### **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>THE PRINCIPLE OBJECTIVE OF THE TRUST IS TO FACILITATE THE EDUCATION AND DEVELOPMENT OF DISADVANTAGED CHILDREN IN SOUTH AFRICA, THROUGH THE FINANCIAL SUPPORT OF THEIR EDUCATION. THE BENEFICIARIES OF THE TRUST ARE BOTH CHILDREN FROM LOWER SOCIO-ECONOMIC BACKGROUNDS WHO MAY OTHERWISE BE EXCLUDED FROM A PROPER EDUCATION, AND THE QUALIFYING INSTITUTIONS WHO PROVIDE EDUCATION SERVICES. QUALIFYING INSTITUTIONS ARE: A) ANY SCHOOL OR HIGHER EDUCATION INSTITUTION (AS DEFINED BY THE SOUTH AFRICAN SCHOOL ACT OF 1996, AND THE HIGHER EDUCATION ACT OF 1997), PROVIDED THAT THESE INSTITUTIONS PROMOTE THE EDUCATION AND/OR DEVELOPMENT OF UNDER-PRIVILEGED CHILDREN; AND B) ANY NON-PROFIT INSTITUTION HAVING SIMILAR OBJECTIVES TO THE TRUST.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Provision of school fees, books, school clothes, extra lessons, and/or transport to/from school</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>Trustees have had regard to the guidance issued by the Charity Commission on public benefit</b>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	N/A
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>Since August 2012, the trust has supported the education costs for a number of disadvantaged children in South Africa.</b></p> <p><b>Without Bokamoso's support these children are unlikely to have received an education of the quality that they have received</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
	Para 1.41	

Performance of fundraising activities against objectives set		
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The charity is in sound financial position. It only makes an annual commitment to support a number of identified children during the year. Bokamoso holds sufficient reserves for at least a year's commitment, in advance of making that commitment.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The charity is in sound financial position. It only makes an annual commitment to support a number of identified children during the year. Bokamoso holds sufficient reserves for at least a year's commitment, in advance of making that commitment.</b>
Amount of reserves held	Para 1.22	<b>At 31 December 2020 Bokamoso held £112,233.24 in assets on its balance sheet, with reserves of £92332.24</b>
Reasons for holding zero reserves	Para 1.22	<b>NA</b>
Details of fund materially in deficit	Para 1.24	<b>NA</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>NA</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Monthly donations from individuals. Donations from fund-raising events. Corporate donations</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>All assets are held in a UK bank account</b>
A description of the principal risks facing the charity	Para 1.46	<p><b>1) The major risk to the Trust is the loss of donors which leaves trust unable to support beneficiaries for commitment period. Mitigated by annual commitment, with reserves in advance of commitment.</b></p> <p><b>2) Furthermore, the Trust has forged a strong and enduring relationship with the South African Trust which is registered as a Public Benefit Organisation (PBO). Such organisation was established in 2008 and is</b></p>

		<p>focussed on providing financial and mentor support for the education of underprivileged children in Johannesburg and Cape Town, South Africa. The UK Trust pays the SA trust a lump sum in arrears for the education of particular beneficiaries as well as certain agreed administrative expenditure.</p> <p>The UK Trust is reliant on the reports and executive team of the SA based trust in relation to the:</p> <ul style="list-style-type: none"> <li>- Communications with the UK trust as well as the ultimate beneficiary and families thereof;</li> <li>- Financial compliance with objectives of the Trust for the proper allocation of funds received from the UK Trust</li> <li>- Co-ordination and mentoring of the beneficiaries of the Trust</li> </ul> <p>In mitigation of the above:</p> <ol style="list-style-type: none"> <li>i. The two trusts have signed a service level agreement setting out the reporting, demonstrative and other services to be provided between the trusts;</li> <li>ii. The SA trust's financial statements have to be submitted to the SARS tax exemption unit each year for review as a PBO and is currently voluntarily registering as a non-profit organisation which requires further continuous government oversight on such entity's financial statements and spending in accordance with its objective;</li> <li>iii. The verification of the Trust beneficiaries as Black Persons as classified within the B-BBEE Codes is undertaken by KPMG or such other authorised verification agents</li> <li>iv. The SA trust has generated and adopted policy documents in relation to, amongst other things: <ul style="list-style-type: none"> <li>- Risk management <ul style="list-style-type: none"> <li>- Regular Financial review and reserves assessment for current beneficiaries</li> </ul> </li> </ul> </li> </ol>
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		<ul style="list-style-type: none"> <li>- Regular donor erosion management and review</li> <li>- CRM systems and communication channels</li> <li>- Safeguarding vulnerable beneficiaries</li> <li>- Regular communication with beneficiaries and families</li> <li>- Relationship and channels of communication with schools</li> <li>- Relationships, assessment and review of mentors and service providers</li> <li>- Complaints handling               <ul style="list-style-type: none"> <li>- Communication channels for complaints</li> <li>- Procedures for complaints handling and right of representation and review</li> <li>- Child incident reporting and management</li> </ul> </li> </ul>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Trust Deed</b>
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	<b>Unincorporated association</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>New trustees chosen by democratic vote of a majority of existing trustees.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>All new trustees given CC3A charity trustee: what's involved</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p><b>The Bokamoso Education Trust works closely with a separate trust in South Africa. This South African trust shares the same name and purpose.</b></p> <p><b>The South African trust is responsible for execution of the Bokamoso Education Trust primary objective.</b></p>
Relationship with any related parties	Para 1.51	NA
Other		

## Reference and Administrative details

Charity name	Bokamoso Education Trust
Other name the charity uses	
Registered charity number	1149316
Charity's principal address	Coopers Bottom, Coopers Lane, Dedham Essex CO7 6AX

# Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sean Steyn		Appointed 21/08/2012	Trustee body
2	Samantha Risely		Appointed 07/02/2018	Trustee body
3	Craig David Newsam Risely		Appointed 06/03/2017	Trustee body
4	Grant Webster		Appointed 27/10/2015	Trustee body
5	Tracey Douthwaite		Appointed 09/03/2021	Trustee body
6	Paula Webster		Appointed 09/03/2021	Trustee body
7	Richard Alan Kirk		Appointed 21/08/2012	Trustee body
8	Robert Patrick Burroughs		Appointed 09/03/2021	Trustee body
9	Jarred Vock		Appointed 09/03/2021	Trustee body
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## Corporate trustees – names of the directors at the date the report was approved

Director name		
NA		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
NA		

### Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	NA
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	NA
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	NA

### Additional information (optional)

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

Type of adviser	Name	Address

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

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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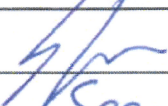
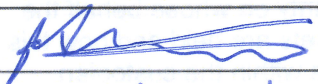
### Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Sean Steyn	Grant Anthony Webster
Position (eg Secretary, Chair, etc)	Secretary	Chairman
Date	22/09/2021	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Bokamoso Education Trust

1149316

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01-Aug-19

To

Period end date  
31-Dec-20


### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Corporate Donations	-	10,500	-	10,500	-
Just Giving	24,873	30,000	-	54,873	-
Individual - monthly	1,122	-	-	1,122	-
Individual - One off	9,567	-	-	9,567	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>35,562</b>	<b>40,500</b>	<b>-</b>	<b>76,062</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>35,562</b>	<b>40,500</b>	<b>-</b>	<b>76,062</b>	<b>-</b>
<b>A3 Payments</b>					
subscription	960	-	-	960	-
London & Surrey Cycle	165	-	-	165	-
Bokamoso SA payment	11,326	20,599	-	31,925	-
Payment Charge	34	-	-	34	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>12,486</b>	<b>20,599</b>	<b>-</b>	<b>33,085</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>12,486</b>	<b>20,599</b>	<b>-</b>	<b>33,085</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>23,077</b>	<b>19,901</b>	<b>-</b>	<b>42,978</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>69,256</b>	<b>-</b>	<b>-</b>	<b>69,256</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>92,332</b>	<b>19,901</b>	<b>-</b>	<b>112,233</b>	<b>-</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	HSBC bank account	92,332	19,901	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	92,332	19,901	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Sean Steyn	22/09/2021
	GRANT WEBSTER	22/09/2021

34 Ripley Gardens  
London  
SW14 8HF  
28 September 2021

Dear Sir/Madam,

**Independent examiner's report to the Trustees of Bokamoso Education Trust**

I report to the trustees on my examination of the accounts of the Bokamoso Education Trust (the Trust) for the year ended 31 December 2020.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.

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 ensure a proper understanding of the accounts to be reached.



Richard Hill CA(SA)

Chartered Accountant and member of the South African Institute of Chartered Accountants