

# Trustees' Annual Report for the period

From

Period start date

Day 01 Month 01 Year 2022

To

Period end date

Day 31 Month 12 Year 2022

## Section A

## Reference and administration details

Charity name

The St. Timothy Foundation

Other names charity is known by

Sudan Support Fund

Registered charity number (if any)

1151171

Charity's principal address

Fairacre

Upavon Road, North Newnton

Pewsey

Postcode

SN9 6JT

### 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	Rev E. Ann Massey	Chair and Secretary		
2	Mr J. R. M. Mason	Treasurer		
3	Mrs Brenda Woodrow (previously Rice)		Resigned 20/9/2023	
4	Dr Virginia Thorne		Joined 19/04/2023	Trustee Meeting
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year




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

Type of adviser	Name	Address

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

--

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Charitable Incorporated Organisation constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Apart from the first charity trustees, every trustee must be appointed by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of The St. Timothy Foundation.

### Additional governance issues (Optional information)

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

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

The charity is managed according to its constitution by means of regular trustee meetings to which other interested parties are invited for their specific knowledge and skills. A copy of the constitution is available from the Secretary on request.

## Section C Objectives and activities



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

To advance the education of the pupils at St. Timothy's School, Nzara, and other schools in the Republic of South Sudan, by providing and assisting in the provision of facilities for the education of the children regardless of their background, status or family finances.

To develop the capacity and skills of the socially and economically disadvantaged members of the community of the Republic of South Sudan so that they are better able to identify and contribute to meeting their own needs and those of their wider society.

To relieve poverty and financial hardship in the Republic of South Sudan by assisting in the provision of education, training, healthcare projects and any other means by which individuals may be able to generate a sustainable adequate income for their daily needs.

To provide activities, education opportunities and general support to young people in the Republic of Sudan for them to develop skills and abilities to advance in life and participate fully in society as independent, skilled, mature and responsible individuals.

Fund raising incorporating ticketed and non-ticketed events, regular donations, one-off special appeal donations and ad-hoc donations. Donations make up approximately half of the grants sent to South Sudan.

Each Trustee declares that:

- they are fully aware of the organisation's objectives and other provisions set out in the governing document.
- they are not disqualified from acting as a charity trustee because of sections 72 and 73 of the Charities Act 1993.
- they are not disqualified and/or barred from acting as a trustee under the provisions of the Safeguarding Vulnerable Groups Act 2006 applicable to people who are working in a regulated and/or controlled activity.

The Trustees individually and jointly declare:

- the funds of the organisation are held in an account in the name of the charity (The St. Timothy Foundation).
- the information held on the application form and on each Trustee form is true, complete and correct
- they understand the information in this declaration will be used by the Charity Commission in discharging its statutory purpose and that knowingly making a false or misleading statement is a criminal offence under Section 11 of the Charities Act 1993.
- they have received the Charity Commission's guidance 'The Essential Trustee: What you need to know (CC3)' and have read it and are aware of their responsibilities.
- Each Trustee, jointly and singly, declares below that any private benefits received by any person, connected or otherwise:
  - directly contribute towards achieving the organisation's purposes and are a necessary result of carrying out those purposes; or
  - are a necessary by-product of carrying out those purposes; and
  - in either case are not excessive in the circumstances.

In addition, monitoring of progress and outcomes of agreed local projects, including signs of unforeseen possible detriment or harm, are documented.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**



## Additional details of objectives and activities (Optional information)

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

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

The Trustees consider grants only in response to written applications accompanied by a fully costed budget. Questions are asked if clarification is needed. There is not a formal application form for grants.

Each application is assessed in line with the objectives in the constitution to judge whether the whole or, in part, qualifies for consideration. Funds available limit the response to what otherwise would be a successful application.

Volunteers give their time freely to all events. They do ask for expenses to be paid at times and these are made formally via an Expense Form and accompanying receipts. There are no travel expenses.

## Section D

### Achievements and performance

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

During 2022 a full programme of fundraising events took place. Grants were increased to include additional support to the students that The St Timothy Foundation sponsor at Kampala University. An increase in grants was also made to the St Timothy School in Nzara whilst also maintaining the Reserve funds. The first payment for 2023 was also released early to ease The St Timothy School cashflow. This was at the end of November and was not due until January 2023.

St Timothy's School continue to support over 1,000 disadvantaged children with the payment of teacher salaries by The St Timothy Foundation. The Secondary School continues under the Mango Trees. Both schools are running well. The Ugandan curriculum and associated tests for achievement continue. The Foundation is in frequent contact with the Bishop of Nzara and the Administrator of the school. Photographs and updates of progress have been received. A detailed update was given by Archbishop Samuel Peni and Bishop Richard Aquilla (Nzara) when they visited us in August 2022 as part of their trip to Salisbury Diocese after attending the Lambeth Conference.

All the work of The St Timothy Foundation was in the Diocese of Nzara in the Republic of South Sudan.

## Section E

### Financial review

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

Policy: The Trustees aim to hold in reserve an amount to cover annual committed spending in Nzara for Teacher salaries and resources i.e. £18,000. Due mainly to inflation the aim is to increase the Reserve in line with an increase in giving.  
As at 31 December 2022 the reserve is £11,420.06

#### Details of any funds materially in deficit

None

#### Further financial review details (Optional information)



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

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

Fund raising incorporating ticketed and non-ticketed events, regular donations, one-off special appeal donations and ad-hoc donations. Donations make up approximately half of the grants sent to South Sudan.

Expenditure has been on Teacher salaries at St Timothy's School and sponsoring two students at Kampala University for teaching qualifications. The students will return to St Timothy's School to teach once they complete their courses.

The Reserve funds are held in CCLA's COIF Charities Deposit Fund.

## Section F Other optional information

Mr Mike Mason, the Treasurer (up to 31/12/2022), presented up to date accounts at Trustee meetings and Volunteer Meetings.

Main bank account details:

Lloyds Bank Devizes Branch Sort Code: 30-92-63

Account Name: The St. Timothy Foundation

Account No: 03363288

### 2022 Financial Year End Figures:

**Income** £18,178.72

**Expenditure i.e. Grants to South Sudan:** £9,000, £8,000, £1,803.38, £10,000 = £28,803.38 (Note £10,000 paid to South Sudan early in November 2022 – due January 2023)

**Expenditure within UK:** £697.42

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>J. Mason</i>	<i>Virginia Thorne</i>
Full name(s)	JAMES RICHARD MICHAEL MASON	VIRGINIA ANNETHORN
Position (eg Secretary, Chair, etc)	Trustee	Trustee
Date	18/10/2023	



# The St Timothy Foundation

## Balance Sheet

For Period Ending 31 December 2022

Account number	Account description	Dec 2022 YTD
	<b>Assets</b>	
	Fixed Assets	
	<b>Fixed Assets</b>	-
	<b>Noncurrent Assets</b>	-
	<b>Intangible Assets</b>	-
	<b>Total Fixed Assets</b>	-
	Current Assets	
	<b>Current Assets</b>	-
	<b>Bank</b>	12,486.26
1200	Lloyds Bank Account	868.20
1210	Petty Cash	148.00
1220	Cash Register	50.00
1240	CCLA - COIF Charities Deposit	11,420.06
	Fund	
	<b>Total Current Assets</b>	<b>12,486.26</b>
	<b>Total Assets</b>	<b>12,486.26</b>
	<b>Liabilities</b>	
	Current Liabilities	
	<b>Current Liabilities</b>	-
	<b>Bank Overdraft</b>	-
	<b>Other Current Liabilities</b>	-
	<b>Total Current Liabilities</b>	-
	Future Liabilities	
	<b>Long Term Liabilities</b>	-
	<b>Total Future Liabilities</b>	-
	<b>Total Liabilities</b>	-
	<b>Total Net Assets</b>	<b>12,486.26</b>
	<b>Equity</b>	
	<b>Equity</b>	12,486.26
	Profit And Loss - Prior Years	23,808.34
	Profit And Loss - Current Year	(11,322.08)
	<b>Total Equity</b>	<b>12,486.26</b>



# The St Timothy Foundation

## Profit and Loss

For Period Ending 31 December 2022

Account number	Account description	Dec 22	YTD 1 Jan - 31 Dec 2022
	<b>Sales</b>	5,504	5,504
4000	Sales - Event Tickets	3,198	3,198
4010	Sales - Raffle Tickets	193	193
4020	Sales - Craft	216	216
4030	Sales - Plants	1,299	1,299
4040	Sales - Refreshments	598	598
	<b>Other Income</b>	12,675	12,675
4900	Other income	85	85
4950	Monthly Donations	7,025	7,025
4952	Other Regular Donations	250	250
4954	One-off Donations	467	467
4956	Donations from Events	1,225	1,225
4958	PCC Donations	1,100	1,100
4960	CAF Voucher Donations	700	700
4980	HMRC Gift Aid Net	1,823	1,823
	<b>Total Sales</b>	<b>18,179</b>	<b>18,179</b>
	<b>Direct Expenses</b>	29,451	29,451
5002	Payments to Nzara	29,361	29,361
7105	Venue Hire	90	90
	<b>Gross Profit /(Loss)</b>	<b>(11,272)</b>	<b>(11,272)</b>
	<b>Gross Profit /(Loss) %</b>	<b>(62.01%)</b>	<b>(62.01%)</b>
	<b>Overheads</b>	49	49
7900	Bank Charges and Interest	49	49
	<b>Other Expenses</b>	-	-
	<b>Taxation</b>	-	-
	<b>Total Overheads</b>	<b>49</b>	<b>49</b>
	<b>Net Profit /(Loss)</b>	<b>(11,321)</b>	<b>(11,321)</b>
	<b>Net Profit /(Loss) %</b>	<b>(62.28%)</b>	<b>(62.28%)</b>



## **Independent examiner's report to the trustees of the St Timothy Foundation**

I report to the charity trustees on my examination of the accounts of the St Timothy Foundation for the year ended 31 December 2022.

### **Responsibilities and basis of report**

As the Charity Trustees of the St Timothy Foundation 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 accounts carried out under section 145 of the Act. In carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination and 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 as required by section 130 of the Act; or
2. the accounts do not accord with those records.

In the process of my examination I noted one point that is inconsistent with the Constitution. An amount of £558.42 (cheque number 000213, October 2022) was paid to a significant donor. The Chair has explained how this arose as part of the visit of Archbishop Samuel Peni and Bishop Richard Aquilla when the donor committed to supporting the visit financially. However, while this is not in accordance with the Constitution I do not believe it is detrimental to the Charity since the donor could have deducted the amount of £558.42 from his subsequent donations and the charity would be in the same financial position as now reported.

The Chair has informed me that procedures around issuing cheques have been reviewed and such a situation could not arise again.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed: *P Morgans*

Date: *20 October 2023*

Peter Morgans  
11 Sandringham Road  
Swindon  
SN3 1HW