

THE SEAVER FOUNDATION
Working name: Children's Voices in Action

Report and Financial Statements

For the year ended 31 January 2024

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REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2024

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LEGAL AND ADMINISTRATIVE INFORMATION

TRUSTEES

Dr D. Marshall (Chairman)
Mrs C. Gunnell
Ms R. Brown

SECRETARY

Mrs C. Gunnell

REGISTERED OFFICE

63 THEYDON PARK RD
THEYDON BOIS, ESSEX
CM16 7LR

BANKERS

HSBC
191 High Road
Loughton
Essex
IG10 4LN

THE SEAVER FOUNDATION TRUSTEES REPORT

Working Name: Children’s Voices in Action

FOR THE YEAR ENDED 31 JANUARY 2024

The Trustees of The Seaver Foundation (“Foundation”) as defined by section 97 of the Charities Act 1993, present their report and financial statements for the year ended 31 January 2024.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Foundation is a charitable incorporated organisation (“CIO”) and is governed by its constitution. It was established on 19 May 2014 when it achieved charitable status. The Trustees as listed on page 3, serve as trustees of the charity, and are its current members. Trustees are appointed by a resolution passed at a properly convened meeting of the charity Trustees. Trustees serve for a term of 3 years; after which they may retire or be re-appointed. In selecting a trustee, the Trustees try to ensure that taken together the Trustees have a broad range of specialist skills and experiences that can be used for the benefit of the charity’s objectives. Decisions and policies are formulated in quarterly Trustees meetings held throughout the period. The following Trustees served throughout the period and subsequent to it:

- B. Byrne – resigned 10 February 2016
- C. Gunnell – reappointed 4th April 2023
- S. Gant – resigned 31 January 2017
- R. Brown – reappointed 4th April 2023
- D. Marshall – reappointed 4th April 2023

The charity trustees meet once every 3 months, virtually, and once per year in person. Written communication is maintained on a minimum of a fortnightly basis between the Trustees and the manager.

During the reporting period the charity Eleanor Seaver as a manager on a part-time basis. She has been in post for 7 years. Lauren Vail continued to support in project management on a consultancy bases.

The charity holds policy and procedure accessible to, and agreed by, all those working alongside them in the following areas

- The Seaver Fdn Policy for Covid-19 (Added 2020)
- The Seaver Fdn GDPR policy (Reviewed 2021)
- The Seaver Fdn Policy criteria for working with beneficiaries
- The Seaver Fdn Expense policy (Reviewed 2023)
- The Seaver Fdn Procedure for Advisory Committee Member (Reviewed 2020)
- The Seaver Fdn Parental Leave Policy (Reviewed 2021)
- The Seaver Fdn Refund & Change to Travel Policy
- The Seaver Fdn Code of Conduct for Volunteers
- The seaver fdtn disciplinary procedure
- The Seaver Fdn Health and Safety Policy
- The Seaver Fdn Induction Policy
- The Seaver Fdn Proper Use of Electronic Resource Policy
- The Seaver Fdn
- The Seaver Fdn Recruitment Policy
- The Seaver Fdn Risk Assessment Policy
- The Seaver Fdn Safeguarding Policy (Reviewed 2020)
- The Seaver Fdn Sickness and Absence Policy
- The Seaver Fdn. Grievance Poilcy
- The Seaver Fdn. Lone Working Policy
- The Seaver Fdn. Personnel Development Policy
- The Seaver Fdn Voice and tone guidance note (Reviewed 2020)
- The Seaver Foundation Emergency Repsonse Policy
- The Seaver Fdn Procedure for Working with Children in Residential Care
- The Seaver Fdn statement on sustainability and environmental impact (Added 2020)

OBJECTIVES AND ACTIVITIES

Our charity’s purposes as set out in the objects contained in the CIO’s constitution are:

- 1) 1. The prevention or relief of social exclusion, in particular but not exclusively of persons under the age of 20 years anywhere in the world as the Trustees may from time to time determine. To meet the objective the main activity is to communicate with staff, beneficiaries and Trustees of the organisations we are seeking to work with to identify long and short term needs of these organisations and meet these needs by:
 - 1a. - Issuing grants to the charitable organisations identified to enable them to meet basic needs or improve the conditions of life of their beneficiaries, that they would otherwise be unable to meet;
 - 1b. - Recruiting people to meet these needs and/or educate community members in meeting these needs by providing volunteers.

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ACHIEVEMENTS AND PERFORMANCE

Since February 2023 the charity has:

- Continued to respond to the voices of 10 staff and **140 children aged 4 - 15 living in social and economically deprived areas in Puerto Vallarta, Mexico**. Following their requests for educational support and role models, we funded staff for an extra-curricular centre 'La Escuelita' running 5 days per week throughout the year. This included contributing to salaries for a child psychologist as a manager and to staff health insurance to encourage them to stay in post, as their role was highly valued by children. (To the value of £1409.88 with around £600 supported by monthly donors)
- Responded to the previous year listening to **18 children aged 13 – 21 years old, living in poverty in Mexico** about what they needed to enable them to break the cycle of poverty and stay in education, by funding educational scholarships to enable young people to stay in further education. (To the value of £955.31 with around £600 supported by monthly donors)
- Listened to the voices of **80 young people aged 6 – 18 years old in the UK**, who experience social exclusion due to a variety of physical and developmental disabilities. Children's Voices in Action aimed to empower children to communicate, to better understand their experiences of Dance Movement Therapy, and performance, and how their charitable service via I Can Dance UK can be improved for them. Reports were presented to staff, and to children and young people in easy-read format and ongoing support for recommendations. (To the value of £1534.67)
- Listened to the voices of **315 children and young people aged 2 – 20 living in the Amhara region of Ethiopia** and living below the international poverty line. This project trained staff in children's rights, developmental and communication psychology as well as, providing a full set of communication tools. Children expressed their experiences and opinions of youth clubs, education support and playgroup. A full report was written, presented and recommendations for change were co-produced, including support to respond to these. (To the value of £1595.31 with a contribution of £718 from the charities)
- Held monthly training sessions and provided resources for staff of **8 small international development charities working with over 8000 children in Latin America, East Africa and Asia**, on children's rights, child psychology and communication, and including the voice of the child in all project design, monitoring and evaluation. (To the value of £425.88)
- Conducted a child and youth voice centred evaluation of service for the Black Heart Foundation on **207 young scholars in the UK and overseas experiences** with educational funding and support when from socially excluded backgrounds. Feedback was taken from 207 young people, assessed, and a report was written, with co-produced recommendations on how to improve the service for children and young people's rights in the future. Follow up work with the organisation is ongoing. (To the value of £1384.51 with payment for additional service received £3335)
- Provided training and resources to Enable Ed, on empowering the voice of **>100 children aged 7-9 in UK primary schools**, and receiving the Tunnelling Ducks, online safety training programme. (To the value of £276.90)
- Maintained monthly sponsors to the value of £213, by communicating regularly using the support of volunteers, as well as generated new income from fundraising events with Ironman Barcelona, Theydon Bois Primary School, Montessori nurseries, the Tula Trust and the Black Heart Foundation.

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FINANCIAL REVIEW AND RESERVES POLICY

The CIO was established on 19 May 2014, and has made satisfactory progress attracting funds in support of the furtherance of its objectives. During this phase, the charity's policy is to ensure that its assets and reserves are safeguarded in a risk-free manner. This includes a minimum of two checks on large >£100 payments made out; quarterly reporting of finances; forecasting; programme budget reviews and the creation of policies to monitor fundraising and decisions made on use of funds. The expenses policy was reviewed this year.

Throughout the year checks revealed error payments due to accounts on Amazon and PayPal holding two sets of card details, that of the managers personal account and that of the charity. Five error payments for personal expenses came out of the charity totalling £192.14 and were refunded on the 17th October 2023 and the 22nd November. Five error payments were charged to the managers personal card totalling £275.17 of charity costs, and upon evidence with receipts were repaid on 17th October 2023.

The charity aims to earn a small return, without exposing the charity to financial risk. It is the charity's policy to maintain a balance on unrestricted funds (if possible), which equates to at least three months unrestricted payments. This has been calculated as a minimum of £460.40 (comprising of permanent staff salaries and essential governance costs) to be held in unrestricted funds. This was achieved in 10 of the 12 months of this financial year, failing only in June and July due to a delay on payment from the Black Heart Foundation. The Treasurer loaned the charity £200, and took this back when payments were made from the Black Heart Foundation.

Positive progress was made receiving contributions for services to the value of £3335 and maintaining over £210 per month of monthly donors. Failing to meet financial reserves triggered the increase of grant applications, proving successful to more than £3000 before the end of this financial year.

During the course of the year ended 31 January 2024, the Foundation made steady progress obtaining funding of £13544.95 with a profit income of £2515.13. This was sufficient to maintain the grants and services offered to beneficiaries in line with the charities objectives as well as introduce new projects.

TRUSTEES RESPONSIBILITIES

Charity law requires the Trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the CIO as at the end of the financial period and of its incoming resources and application of resources, including the income and expenditure, for the financial period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- 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 a going concern basis unless it is inappropriate to presume that the CIO will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the CIO and to enable them to ensure that the financial statements comply with the Charities Commission. They are also responsible for safeguarding the assets of the CIO and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on
and signed on behalf of them



Dr D Marshall
Chair of the Trustees

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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR END 31st JANUARY 2024

Input January 2024 close			
Statement of Financial Activities	Unrestricted	Restricted	Total Funds
Incoming resources from generating funds	-	-	-
Voluntary Income	£6,579.94	£3,000.00	£9,579.94
Activities for generating income	£3,965.01	£0.00	£3,965.01
Total Incoming resources	£13,544.95	0	£13,544.95
Resources Expended	-	-	-
Cost of generating funds	£2,699.85	0	£2,699.85
Charitable activities	£7,794.07	0	£7,794.07
Governance costs	£535.90	0	£535.90
Total Resources expended	£11,029.82	£0.00	£11,029.82
Net Incoming Resources (before transfers)	£2,515.13	0	£2,515.13
Transfers between funds	£0.00	0	
Net movement in funds	£2,515.13	0	£2,515.13
Reconciliation of funds			
Funds brought forward	£3,072.91	0	£3,072.91
Total funds carried forward	£5,588.04	0	£5,588.04

There have been no recognised gains or losses or movements in funds other than those included in the Statement of Financial activities above. All transactions in the current financial period are attributable to continuing activities.

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BALANCE SHEET AS OF 31ST JANUARY 2024

BALANCE SHEET

<i>As of Jan 31st 2024</i>					
		Unrestricted	Restricted	Total Funds	Total Funds 2023
Current Assets	-	-	-	-	-
Debtors		£ 0	£ 0	£ 0	0.00
Cash		2,588.04	3,000.00	5,588.04	
Total Current Assets		2,588.04	3,000.00	5,588.04	3,072.91
Creditors within one year		0.00	0.00	0.00	0.00
Net current assets	-	2,588.04	3,000.00	5,588.04	3,072.91
Funds of the Charity	-	-	-	-	-
Unrestricted (General		2,588.04	0.00	2,588.04	3,072.91
Restricted		0.00	3,000.00	3,000.00	0.00
Total Funds	-	2,588.04	3,000.00	5,588.04	3,072.91

There were no endowment funds.

The Trustees confirm that they are responsible for:

- Ensuring that the CIO keeps accounting records which comply with the SORP 2005

And

- Preparing financial statements which give a true and fair view of the state of affairs of the CIO as at the end of the financial year and of its Statement of Financial Activities for that period in accordance with the requirements of the Charity Commission.

These financial statements were approved by the Trustees on 27th November 2024 and signed on its behalf.



Dr D Marshall
Chair of the Trustees

THE SEAVER FOUNDATION**Working Name: Children's Voices in Action****INCOME & EXPENDITURE REPORT Year Ending January 2024**

Analysis of incoming resources		
Voluntary income		
Volunteer Expenses Contributions		0
Restricted Grants & Donations		3000
Unrestricted grants & donations		6579.94
Activities for generating funds		
Payments for UK services & consultancy		3335
Other allowables		630.01
Total		13544.95
Analysis of resources expended		
Cost of generating funds		
Staff pay		378.405
Staff expenses and HR		56.68
Phone and Communications		1037.06
Marketing and Promotions		710.325
Other allowables		706.58
Charitable activities		
Travel overseas		0
Grants donations out overseas		2272.89
Grants donations out UK		0
Training & Development		85.69
Programme Resources		635.85
Programme Volunteer Expenses		0
Programme Staff Expenses		4799.64
Petty Cash		0
Governance Costs		
Insurance legal & accountancy		346.7
Total Outgoing		11029.82

Mar-23	135.4 see images attached
Oct-23	275.17 see images attached