



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **27/07/20** Period start date To **26/07/21**  
Period end date

**Charity name: Sierra Foundation for Life Skills**

**Charity registration number: 1157293**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>Advancement of education and training in Sierra Leone, particularly females facing social exclusion and economic disadvantage. Relief of poverty in Sierra Leone. Advancement of the Christian faith in Sierra Leone.</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>1. SFFLS has paid salaries for tutors and support staff at the Vocational Centre for young women. 2. The latest student cohort has graduated and more students have been recruited for catering training at the Vocational Centre. 3. Rice has been supplied to widows and other families facing hunger and destitution on a regular basis. 4. Funds for the sinking of a well in a rural community have been raised. Completion of the work has been hampered by Covid 19. 5. The building of 2 homes for war widows and their families has continued as funds have been raised. Completion has been hampered by Covid 19.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>Due note has been taken on issues regarding public benefit by the charity.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	

Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
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>SFFLS works in partnership with Family Homes Movement in Freetown. It is through this charity that projects are established and completed.</b></p> <ul style="list-style-type: none"> <li>● <b>A new cohort of young women have enrolled on a catering course which will enable them to gain employment in local hospitality venues. The previous cohort have graduated successfully.</b></li> <li>● <b>Hygienic toilets have been erected at a school of 1,500 pupils in Mayenkeni.</b></li> <li>● <b>Homes being built for war widows and their families are in progress.</b></li> <li>● <b>Bags of rice have been funded every month for the hungry and destitute as distributed by Family Homes Movement.</b></li> <li>● <b>A well in a rural setting has been started with the initial depth dug by hand, and awaiting the weather conditions to be completed.</b></li> </ul>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p><b>All objectives are either in progress or completed as set out by the trustees. There have been no trustee visits during this period due to the restrictions of Covid 19 in both the UK and Sierra Leone. Funds for the erection of a Palava Hut remain with SFFLS until such time as Family Homes Movement are ready to begin the work.</b></p>
Performance of fundraising		<p><b>Fundraising has successfully supported all projects that have been agreed with Family Homes Movement.</b></p>

activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	<b>Not applicable.</b>
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The charity is in credit with financial assets as seen in attached accounts, with all commitments having been met.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Reserves of £500 are maintained in the SFFLS account.</b>
Amount of reserves held	Para 1.22	<b>£500.00</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	<b>None</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### 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>Individual donations from supporters. Events have been impeded by Covid 19, but include a Zoom quiz, and an outside Plant sale in May 2021. A sponsored dog walking marathon raised money for a Palava hut. Cream teas, Cheese and Wine and home made chocolates were all made and delivered as fund raising events during the isolation periods between July - December 2020. A garden party fundraiser was held on July 17<sup>th</sup> 2021.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>None.</b>
A description of the principal risks facing the charity	Para 1.46	<b>The trustees operate a low risk position regarding the use of funds for distribution.</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Charitable Incorporated organisation</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>Appointed by 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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Sierra Foundation for Life Skills
Other name the charity uses	SFFLS
Registered charity number	1157293
Charity's principal address	37, Fairview Drive, Bayston Hill Shrewsbury SY3 0LD

### 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	Verity Lowe	Chair		
2	Sarah Wolton	Secretary		
3	Sandra Lloyd	Treasurer		
4	Steven Butterworth	Trustee		
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### 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

<b>Signature(s)</b>	Verity Lowe	
<b>Full name(s)</b>	Verity Janet Lowe	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	29.03.22	



**SIERRA FOUNDATION FOR LIFE SKILLS  
RECEIPTS AND PAYMENTS ACCOUNTS  
FOR THE PERIOD 27/7/2020 - 26/7/2021**

RECEIPTS	2021		2020	
	Restricted	Unrestricted	Restricted	Unrestricted
DONATIONS		13492.61	4000.00	21295.03
FUNDRAISING		4753.65		3341.20
GIFT AID		1908.77		1733.87
OTHER		456.22		0.00
TOTAL RECEIPTS		20611.25	4000.00	26370.10
PAYMENTS				
FUNDRAISING COSTS		100.00		39.48
PROJECT COSTS		16443.99	4000.00	19848.88
INSURANCE		508.00		503.00
PRINTING & POSTAGE		96.99		40.75
FLIGHTS		0		1592.00
ACCOUNTANTS FEES		400.00		400.00
WEBSITE / I.T		506.99		432.00
BANK CHARGES & FEES		64.00		120.99
TOTAL PAYMENTS		18119.97	4000.00	22977.10
NET INCOMING RESOURCES FOR THE YEAR		2491.28		3393.00

SIERRA FOUNDATION FOR LIFE SKILLS  
STATEMENT OF ASSETS AND LIABILITIES  
FOR THE PERIOD 27/7/2020 - 26/7/2021

	2021	2020
CASH FUNDS		
BANK CURRENT ACCOUNT	7561.94	5070.66
TOTAL CASH FUNDS	7561.94	5070.66
FUNDS		
OPENING BALANCE	5070.66	1677.66
SURPLUS FOR THE YEAR	2491.28	3393.00
TOTAL FUNDS CLOSING BALANCE	7561.94	5070.66

I have audited the books and financial statements of the Sierra Foundation for Life Skills for the 12 month period ended 26/7/2021. In my view the above accounts are a true and fair record of the Foundations financial affairs during that period.

Signed     R. Harper, Auditor

Date       3rd March 2022