

Build on Books (BOB UK) Trustees Annual Report

For the period from
1st September 2023 to
31st August 2024



Names of the Charity Trustees

Chair: Lori Spragg
Treasurer: Brid Hayward
Secretary: James Lee MacDonald
Trustee: Darren Anvoner

UK Registered Charity Number 1158201

Charity's Principal Address

Build on Books
38 Oak Tree Road
Marlow, Buckinghamshire
SL7 3EE

Structure, Governance and Management

Build on Books is a Charitable Incorporated Organisation (CIO) governed by a Foundation Model Constitution dated 5th August 2014.

The Trustees who were appointed by a resolution passed at a properly convened meeting of the Trustees and who served during the year are:

Lori Spragg
Brid Hayward
James MacDonald
Darren Anvoner

Recruitment of New Trustees

The current trustees come from business, teaching, and voluntary work backgrounds. The chair and existing trustees induct new trustees. We take advice from other professionals and organisations as necessary. The appointment of trustees is conducted considering the organisation's needs, the suitability and skills of the candidate, and an interview with interested parties.

Organisational Structure

Build on Books (BOB UK) is an all-volunteer charity aiming to relieve poverty and aid development in Sierra Leone. The trustees of BOB UK work in partnership with Build on Books Sierra Leone (BOB SL), a registered all-volunteer Community-Based Organisation based in Sierra Leone. Their committee comprises local headteachers, community leaders and professionals who freely give their time and expertise. Build on Books trustees meet regularly to discuss proposals from BOB SL and other organisations to see how we can work together on projects that help us reach our charitable aims and objectives. The trustees also coordinate with other charities working in similar fields to achieve our goals more effectively.

Risk Management

The trustees have a duty to identify and review risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud, error, or harm.

Charitable Objectives and Activities

As set out in its governing document, the charity's objectives are to prevent or relieve poverty in Sierra Leone by providing grants, items, and services to individuals in need and/or charities or other organisations working to prevent or relieve poverty. This is achieved through initiatives in various areas, including education, water, sanitation, food security, health, humanitarian aid, community engagement, and social mobilisation.

All Build on Books trustees have read the Charity Commission guidance on public benefit and always consider it when planning our activities.

The charity and its trustees work in close collaboration with BOB SL and others to ensure that we respond to the needs of the beneficiaries as effectively and sympathetically as possible. Our projects involve input from the beneficiary communities who might volunteer to lead a project, provide land or be more hands-on. All trustees are volunteers; we do not pay for staff or premises. We use funds raised to fulfil the charity's aims and objectives.

This Year's Aims and Objectives

- Support the Learning Centre and skills-based training and education programs for the community and school, particularly computing and sewing.
- Restore St Clement's school bus.
- Maintain buildings and do necessary repairs to St Clement school and toilets.
- Support Ebola orphans and others through University Scholarships.
- Provide decent housing for the midwives and nurses of Pepel Health Centre.
- Increase food security by establishing a Build on Books farm in Kwama.
- Continue to support Ebola orphans in primary and secondary education and host the annual Christmas party.
- Provide humanitarian aid for impoverished people in crisis.
- Provide support to Fatima Homes orphanage in Kwama.

Build on Books Achievements and Performance 2023 – 2024

During the 2023 trustee visit to Sierra Leone in October, a meeting was held between the Build on Books team and local representatives from the Ministry of Education. The main topic of conversation was the importance of entrepreneurial skills training for both adult and young learners in Sierra Leone. Whether it's students paying their way through university or adults trying to feed their families, self-employment offers the best means towards self-sufficiency, which can be very difficult due to a lack of employment opportunities. There are, however, many opportunities for home-based self-employment in the fields of hairdressing, food preparation, tailoring, and even wedding preparation, particularly in rural areas where people do not have access to shops and services.

From our experiences in the Learning Centre at St Clement School, we know that many rural people are desperate to learn any practical skills that can help them earn an income, in addition to basic literacy and numeracy training. This meeting was the impetus for significantly increasing the diversity and availability of skills training at the Learning Centre in Kwama and the Learning Centre in Waterloo, currently run by Codep UK.

Orville's Technical & Vocational Learning Centre Enables Grassroots Economic Development

In Kwama, we are limited by a lack of electricity in the whole region, so this year, we decided to invest in manual sewing machines which could be bought locally rather than continuing to ship them. A local supplier was found to supply 33 brand-new butterfly sewing machines imported from China. These machines are specifically designed to be low maintenance and easily repairable. They have their own stands, so do not require extra tables and a foot pedal to run them so no electricity is required. Plenty of spare parts are available locally, which

makes them a far better choice than shipping second-hand machines from the UK, which often have to be scrapped when spare parts cannot be found.

Our appeal for sponsors was immediately successful, and we are particularly grateful to Marlow Inner Wheel and TWA Marlow, as well as other individuals for responding so quickly. This meant classes could start right away. Students from both the secondary school and the adult literacy classes were queued up ready to start learning these valuable skills which have the potential to support them throughout their lives. We are also working on providing recognised qualifications in hairdressing, catering, and sewing to help our students access any employment opportunities that may arise in the future.



The Learning Centre is always a hub of activity; sewing, hairdressing, baking, and computing classes are well attended by enthusiastic learners. Cake baking and tailoring, which are done by teachers, bring valuable income to the school and help pay for materials for the students.

The Computing Centre is going from strength to strength. The room is full of students pouring over laptops. This year we continued to send laptops from the Computer Cavern of Bourne End and Spinfield School in Marlow and private individuals. Providing the laptops can run at least Windows 10 and have a charger, they are perfect for our needs and are very cheap to send. We are working on a recognised computer qualification with the Ministry of Education to help students wishing to attend university or apply for work. In addition to shipping boxes of laptops to the Learning Centre, we also provided laptops for each of our

10 orphaned scholarship students attending university.



Unfortunately, the fuel needed to run the computing centre is expensive. Because there is no electricity locally, they have to use a generator, which is also incredibly noisy and disruptive. However, in future years, Build on Books hopes to be able to provide solar power, which will solve those problems and be a much greener alternative.

We Saved St Clement's School Bus!

St Clement's old faithful school bus completely broke down just before the school term started. Nine years of transporting hundreds of children from remote villages along dusty, unmade roads full of huge potholes had left the bus in dire condition. We were able to restore it to working condition.



Hundreds of schoolchildren rely on the bus which makes four trips a day, picking up 80 children each trip. These children have no other means of transportation. It is far too long and dangerous a journey for them to walk, so without the bus, their parents could stop

sending them to school. This would be catastrophic for their education and their futures. Furthermore, our school bus is a crucial lifeline for many adult learners. After working tirelessly in the fields all week just to survive, many village people depend on the school bus, as without it they would find it too difficult to attend our life-changing adult literacy and skills training classes at Orville's Technical and Vocational Learning Centre in Kwama. Sierra Leone has very little public transport, so getting to classes by any other means would be too exhausting, time-consuming and simply unaffordable. The training they receive at the Learning Centre is crucial for helping lift many people from poverty. We got to work right away, installing a replacement engine and fitting out the vehicle with new windows and tyres to continue providing all of our students with the necessary transport.

Renovating St Clement's Toilet Blocks and Girls' Hygiene Room



Four newly renovated four toilet blocks at St Clement Secondary School in Kwama were terribly dilapidated due to extremes in the weather and a lack of funding for upkeep. Repairing these toilets before the rainy season began was critical for the health of students and teachers, especially girls and disabled students. We provided new roofs, which made the units watertight, repaired the doors and gave each block a new paint job to give thousands of students safe, dry and hygienic facilities. Furthermore, to improve disabled access, we installed a ramp and a handrail.

We also renovated the girls' hygiene room so that the young women have a safe and private place to wash, change their sanitary pads, and maintain their dignity while menstruating at school. They make their reusable sanitary pads at our sewing workshop in the Skills Learning Centre.

Many girls in Sierra Leone stay home during their periods and, as a consequence, lose out on valuable education. Therefore, girls need a safe space for personal hygiene so they can stay in school during their menstrual periods. When the hygiene room was out of action, many girls felt the need to leave school out of embarrassment when they started their periods. This was a tragic disruption to girls' education.

CODEP Waterloo Learning Centre

In 2008, Build on Books began supporting a sister UK charity called the Construction and Development Partnership, CODEP UK. At the time, they were building a library in Waterloo, Sierra Leone. The library, which was managed by Build on Books' treasurer, Rosetta Kargbo, was a central part of literacy and education in the region. This year, the CODEP trustees asked Build on Books to facilitate renovations to the building to widen its usage from a library to a learning centre. After receiving a generous restricted donation of £6000, the Build on Books team in Sierra Leone renovated the roof, installed new flooring and made other essential repairs. All of the funds they sent were used for this purpose. CODEP UK was grateful for the expertise of Build on Books SL, which was gained from successfully renovating many public buildings in the past.

Orphans' University Scholarship Fund

Since 2014, Build on Books has cared for orphans who lost their parents during the Ebola crisis, helping them through primary and secondary school. We have continued to support them as they move through higher education. Last year, Build on Books began formalising our Orphan Scholarship Program, setting aside donations for those who wish to enter university or technical college. This program includes other orphaned and disadvantaged students who have the ability but not the means to continue their education.

Currently, Build on Books continues to support eight orphaned students in higher education, one of whom graduates this year. We have one student studying to be a pharmacist, three social workers, a teacher, a doctor, and an accountant.

We paid their university fees, accommodation food and other expenses whilst the Build on Books team in the UK and in Sierra Leone gave them practical and moral support whenever they need it to help them cope with the many challenges they face both academically and personally.

New Roof for Midwives and Nurses at the Pepel Health Centre



On every visit to Pepel, we are delighted to hear from local people about Build on Books's impact on eradicating disease on their island. However, child mortality has always been high on Pepel so our next project was to restore the dilapidated Health Centre that was driving expectant mothers away because water was pouring through the leaking roof. Fortunately, we were able to restore the Health Centre to look, feel, and smell like new. Now, women from the villages are attending and delivering their babies safely.

Nonetheless, we could not rest on our laurels because despite having a comfortable and efficient place to work, the midwives and nurses, many of whom were volunteers, had nowhere decent and safe to live. During our visit, we found they were sleeping on the floor in what looked like a small shed. The nurses and midwives said they could not sleep in their housing as the roof had been leaking for several years, and the building was full of mould. We tried to enter the midwife's home during our visit, but the overwhelming smell of black mould was too much. The structure itself seemed sound, but unless the roof was replaced and the building dried out thoroughly, it was not safe to inhabit.

After returning to the UK, we learned that some of the nurses and midwives had quit or were attempting to find somewhere else to work because they could no longer handle sleeping cramped together on the bare floor. They also had no toilets or showers, so they had to use buckets for both; they could not use the toilet for patients due to the risk of spreading disease. It was shocking for the trustees to imagine that these professional women, who had extensive medical training, would be expected to live like this, especially as some of the nurses are volunteers and live on only a small stipend. After delivering babies all night, they have nowhere suitable to wash and nowhere to lay their heads.

Fortunately, with existing funding, we were able to remedy the problem quickly by providing materials and labour to completely replace the roof and clean and repaint the entire building. It was a happy day when the nurses and midwives were able to move back in.

Next year, we hope to get the showers and the toilets replaced as soon as possible. These women need the dignity of a decent shower and toilet and a suitable home to sleep in when they have dedicated so much of their lives to helping some of the poorest and most uneducated women in the world deliver their precious babies safely.

New Build on Books Farm in Kwama

In previous years, Build on Books has undertaken many farming projects all over Sierra Leone, allowing impoverished people the opportunity to grow their own crops and have some food security for their families. This year, the Build on Books team in Kwama felt it was time to have our own official Build on Books farm, which would help feed students living within the school compound, children at the local Fatima Homes orphanage, and the local village people.



Many of our students wanted to gain experience in agriculture, as do local people, who appreciate the opportunity to learn how to grow their own food.

Build on Books UK invested in seeds and fertiliser to prepare the land for cassava and potato vines to grow. In the future, we will provide a source of water and animals for breeding.

This project helps Build on Books fulfil our mission to reduce the effects of poverty and improve lives in Sierra Leone by offering food security as we have done in the six villages of Buya recommended Chiefdom.

School Uniform and Christmas Party for Ebola Orphans

At the beginning of the academic year, Build on Books provides uniforms for our school-age Ebola orphans. This is achieved thanks to the generous support of our monthly donors, who have set up standing orders. As always, our annual Ebola Orphans Christmas Party was a great success, filled with food, laughter, singing, dancing and games. It is vital for these children to reconnect with others who share their experiences. These enduring connections help them to feel less alone, especially during the holidays. We are so grateful to everyone who helps make these parties possible each year, especially our monthly donors, our Christmas Appeal donors and the Build on Books team of volunteers in Sierra Leone who host these memorable events.

Shipment of Books and Furniture

Build on Books continues to ship books, furniture, clothing and laptops donated in the UK. This satisfies our charity's aim of recycling items that may be unwanted in the UK but valuable to Sierra Leone schools.

Financial Review

Build on Books 1/09/2023 - 31/8/2024

Receipts

Restricted

Kwama Sewing Machines	2631.62	
Kwama School Bus	3131.76	
Kwama Toilets	325.00	
Fatima Homes Orphanage	200.00	
Waterloo Learning Centre	6000.00	
Orphan University Scholarship	3090.00	
Ebola Orphans	358.60	
		15736.98

Unrestricted

Other donations	11452.20	
Gift Aid	6139.67	
		17591.87

Total Receipts		33328.85
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Payments

Restricted

Kwama Sewing Machines	2631.62	
Kwama School Bus	2201.99	
Kwama Toilets	325.00	
Fatmata Cedar Orphanage	200.00	
Waterloo Learning Centre	6000.00	
Orphan University Scholarship	12677.43	
Ebola Orphans	358.60	
		24394.64

Unrestricted

Kwama Sewing Machines	2089.71	
Kwama School Bus	0.00	
Kwama Toilets	1075.41	
Kwama School & Learning Centre	1629.89	
Fatmata Cedar Orphanage	388.99	
Waterloo Learning Centre	660.62	
Pepel Health Centre	5255.40	
Teacher Housing	2701.43	
Farming	1002.00	
Ebola Orphans	3476.17	
Humanitarian Aid fund	1213.69	
Shipping	1564.00	
		21057.31

Expenses

Admin & website	639.60	
Travel	124.06	
		763.66

Total Payments **46215.61**

Net of Receipts (payments) -12886.76

Cash Funds Last Year End	20674.92
Cash funds this year-end	7788.16

Statement of Charity's Policy on Reserves

As we aim to reduce poverty, our policy is not to hold excess funds in reserve but to use them for the purpose intended as soon as possible. However, £800 of the charity's capital is reserved for shipping books and other goods collected during our appeals. We do not pay salaries or rent, so keeping a surplus is unnecessary. This year, a £10,000 donation for a Student Sponsorship is being held in reserve to pay university fees for our orphaned Scholarship Students in our next financial year.

Our main sources of funds come from appeals and donations from grant-making and charitable organisations, charitable clubs, and individual donors. We want to thank the many groups and individuals who responded to our appeals this year and donated funds for our work fighting poverty in Sierra Leone.

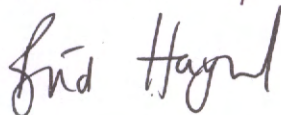
This Trustees Annual Report covers the period from 1st September 2023 to 31st August 2024.

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



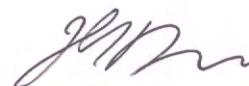
Lori Spragg, Chair

Date: 29/05/2025



Brid Hayward, Treasurer

Date: 29/05/2025



James MacDonald, Secretary

Date: 29/05/2025



Darren Anvoner, Trustee

Date: 30/05/2025



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Build on Books

On accounts for the year
ended

2024

Charity no
(if any)

1158201

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

Responsibilities and
basis of report

As the charity's trustees, 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

2/06/2025

Name:

ANDREW WILSON

Relevant professional
qualification(s) or body

C.G.M.A.

(if any):

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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Receipts and payments accounts

CC16a

For the period
from

Period start date
01-Sep-23

To

Period end date
31-Aug-24

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Voluntary Donations	17,592	15,737	-	33,329	41,848
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	17,592	15,737	-	33,329	41,848
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	17,592	15,737	-	33,329	41,848
A3 Payments					
Kwama Sewing Machines	2,090	2,632	-	4,722	-
Kwama School Bus	-	2,202	-	2,202	-
Kwama Toilets	1,075	325	-	1,400	-
Kwama School & Learning Centre	1,630	-	-	1,630	-
Fatmata Cedar Orphanage	389	200	-	589	447
Waterloo Learning Centre	661	6,000	-	6,661	-
Student Sponsorship	-	12,677	-	12,677	9,270
Ebola Orphans	3,476	359	-	3,835	2,151
Pepel Health Centre	5,255	-	-	5,255	4,447
Teacher Housing	2,701	-	-	2,701	-
Farming	1,002	-	-	1,002	7,510
Humanitarian Aid Fund	1,214	-	-	1,214	103
St Clement Secondary School	-	-	-	-	4,148
Maintenance & repairs	-	-	-	-	499
	-	-	-	-	-
Shipping	1,564	-	-	1,564	-
	-	-	-	-	-
Admin & website	640	-	-	640	681
Travel	124	-	-	124	431
Sub total	21,821	24,395	-	46,216	29,687
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	21,821	24,395	-	46,216	29,687
Net of receipts/(payments)	- 4,229	- 8,658	-	- 12,887	12,161
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	6,775	13,900	-	20,675	-
Cash funds this year end	2,546	5,242	-	7,788	12,161

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 £
B1 Cash funds	Voluntary Donations	2,546	5,242	-
		-	-	-
		-	-	-
	Total cash funds	2,546	5,242	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	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	
	Lori Spragg	LORI SPRAGG	29/05/25	