

Transform Salone

Report and Accounts

Year ended 30 June 2024

Stewardship 
Active generosity

1 Lamb's Passage, London EC1Y 8AB
www.stewardship.org.uk

TRANSFORM SALONE
LEGAL & ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 30 JUNE 2024

ADDRESS FOR CORRESPONDENCE	61 Admirals House, Gisors Road Southsea, Portsmouth Hampshire, PO4 8GY
GOVERNING DOCUMENT	CIO - Foundation registered dated 29 July 2015
CHARITY REGISTRATION NUMBER	1162900
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	Alison Hickman (Chair) Stephanie Oates Ronald Fleming Helen Young
BANKERS	Barclays Bank plc
INDEPENDENT EXAMINER	Stephen Mathews FCA Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	July	2023		30	Jun	2024

Section A Reference and administration details

Charity name	Transform Salone
Other names charity is known by	
Registered charity number (if any)	1162900
Charity's principal address	61 Admirals House
	Gisors Road
	Southsea
	PO4 8GY Hampshire

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	Alison Hickman	Chair		
2	Stephanie Oates			
3	Ronald Fleming			
4	Helen Young			
5				
6				
7				
8				
9				
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11				
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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)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution of a C.I.O. - Foundation
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing trustees

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<p>DBS checks for long term volunteers</p> <p>Grant Making Policy</p> <p>Safeguarding Policy</p>
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Section C Objectives and activities

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

The relief of poverty, sickness and distress.

The advancement of education for children and young adults.

The advancement of the Christian religion throughout the world in accordance with the statement of faith.

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)

Education support & scholarships – pay school fees, provide books, supplies, uniforms and shoes. Monitor performance.

Medical relief – pay medical costs for people otherwise unable to afford to be treated.

Relationship & Sexual Health education: provide education relating to relationships and sexual health and arrange testing and treatment for STI's. Provide reusable sanitary towels.

Provide rice to families in times of need and crisis.

Provide handwashing stations and advice regarding cleanliness & hygiene

When planning our activities for the year the trustees considered the Commissions' guidance on public benefit and ensured all activities are for the 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.

Summary of the main achievements of the charity during the year

Scholarships: Through the scholarship/sponsorship scheme 50 students have attended mainstream school (spread across primary, junior secondary and senior secondary schools. Both male and female students) as well as paying school fees for these students we have provided uniforms, shoes, bags, school supplies, text books, and arranged for exam year students to attend extra lessons.

1 student is attending nursing school.
 1 student is attending medical school
 2 students have graduated from teacher training college
 2 students are attending university
 3 students in vocational training

We have 1 medical sponsorship for a young lady with HIV which pays her medical bills and ensure she has medication.

We have 3 food relief sponsorships, one providing a bag of rice each month to an elderly lady with no family to support or provide for her, one to provide food to an orphaned child who is being looked after by an aunt who cannot provide for her financially, the other for a young lady supporting her family since they lost their parents to Ebola.

Relationship & Sexual Health Education: We ran two sessions (approved by local health care providers) to provide relationship and sexual health education to young adults (approximately 50 in total) in the provinces. Including providing reusable sanitary pads and education on how to use them. Disposable sanitary pads that had been donated to us were distributed on visits to the provinces.

Medical Fund: Through the medical fund we were able to provide medical attention/treatment/medication for 29 people. Amongst the ailments dealt with were malaria, typhoid, malnourishment, HIV, hernia, dental, surgery, sickle cell, , cancer, ear infection, miscarriage, maternity care, leg ulcers, eye infections,.

Rice Fund: Provided 5,325 kilos of rice for families in need.

Bible studies with small groups and individuals (appox 25 people in total)

School supplies distributed to 3 schools in the provinces.

Hosted a team from Leeds. With the team ran 6 school sports days. Visited numerous local projects and ran games sessions with children and adults during the visits.

Section E

Financial review

Brief statement of the charity's policy on reserves

We have a reserves policy to hold a minimum of 3 months overseas expenditure, which equates to approximately £9,000.

At the year end the unrestricted cash in bank was just over £10,000 and the policy is being met. Some reserves were utilised to purchase a new vehicle for operations in Sierra Leone in November 2023

Details of any funds materially in deficit

N/A

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.

Our main source of funds are regular donations to our scholarship scheme, (as well as regular donations to the rice, medical and general funds) and fundraising. We are thankful to our generous donors that allow us to carry out our mission in Sierra Leone.

Section F

Other optional information

Trustee visits were made to Sierra Leone in July 2023, October/November 2023, February/March 2024 and May/June 2024.

There have been safety concerns due to ongoing political instability, which are reviewed before every visit.

We've continued to build good relationships with local medical facilities, schools, other NGO's and the local community.

All sponsorships/scholarships have reviewed and face to face meetings with students and guardians have resumed.

Volunteer team visits resumed in October 2023.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

A J Hickman
A J Hickman (Apr 24, 2025 21:52 GMT+1)

A J Hickman
A J Hickman (Apr 24, 2025 21:52 GMT+1)

Full name(s)

Alison Hickman

Position (eg Secretary, Chair, etc)

Chair

Date

Apr 24, 2025

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF

TRANSFORM SALONE

I report to the trustees on my examination of the accounts of Transform Salone ('the charity') for the year ended 30 June 2024 on pages 8 to 10 following.

Responsibilities and basis of report

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

I report in respect of my examination of the charity'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 2011 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 accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Stephen Mathews

Stephen Mathews (Apr 28, 2025 09:06 GMT+1)

Stephen Mathews FCA
Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date: Apr 28, 2025

TRANSFORM SALONE
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 30 JUNE 2024

	Notes	<u>Unrestricted Funds</u>		Restricted Funds	2024	2023
		General Funds	Designated Funds			
		£	£	£	£	£
<i>Income receipts</i>						
Donations		13,528	-	23,086	36,615	28,823
Gift aid receipts		9,959	-	-	9,959	5,360
<i>Total receipts</i>		<u>23,488</u>	<u>-</u>	<u>23,086</u>	<u>46,574</u>	<u>34,183</u>
<i>Payments</i>						
Payments in relation to charitable activities undertaken directly	2	16,840	-	38,234	55,073	40,566
<i>Total payments</i>		<u>16,840</u>	<u>-</u>	<u>38,234</u>	<u>55,073</u>	<u>40,566</u>
Net of receipts / (payments) before		6,648	-	(15,147)	(8,499)	(6,383)
Transfers between funds	4	(16,363)	-	16,363	-	-
<i>Net movement in funds</i>		<u>(9,715)</u>	<u>-</u>	<u>1,216</u>	<u>(8,499)</u>	<u>(6,383)</u>
Cash funds as at last year end		20,215	-	2,287	22,502	28,886
<i>Cash funds at this year end</i>	A	<u>10,500</u>	<u>-</u>	<u>3,503</u>	<u>14,003</u>	<u>22,502</u>

The notes on page 10 form part of these accounts.

TRANSFORM SALONE
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 30 JUNE 2024

Notes	<u>Unrestricted Funds</u>		Restricted funds	2024	2023
	General funds	Designated funds			
	£	£	£	£	£
A Cash funds					
Cash at bank with immediate access	8,709	-	3,503	12,212	21,315
Petty cash	1,791	-	-	1,791	1,187
	10,500	-	3,503	14,003	22,502
B Other monetary assets					
Gift aid due to charity	10,929	-	-	10,929	14,108
Prepaid accommodation costs	2,153	-	-	2,153	2,153
	13,082	-	-	13,082	16,261
C Liabilities					
Falling due within one year					
Fee for Independent Examination	2,700	-	-	2,700	1,260
Total	2,700	-	-	2,700	1,260
D Assets retained for charity's own use					
				Fund to which asset belongs	Current value
					£
Motor vehicles				General	5,400
					5,400

E Guarantees and secured debts

The charity has not given any guarantees and has not provided its assets as security for any liabilities.

The accounts were approved by the trustees and signed on their behalf by:

A J Hickman
A J Hickman (Apr 24, 2025 21:52 GMT+1)

ALISON HICKMAN

Date: Apr 24, 2025

The notes on page 10 form part of these accounts.

TRANSFORM SALONE

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2024

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	<u>Unrestricted Funds</u>		Restricted Funds	Total 2024	Total 2023
	General funds	Designated funds			
	£	£	£	£	£
2 Payments in relation to charitable activities undertaken directly					
Transport	12,767	-	5,117	17,884	4,661
Project work - Child Sponsorship	-	-	11,304	11,304	9,495
Project work - Other	-	-	4,010	4,010	3,249
Office	1,385	-	5,540	6,925	9,657
Accommodation and Property Expenses	2,107	-	8,427	10,533	7,017
Foreign exchange gains/losses	46	-	-	46	251
Other	536	-	3,837	4,372	5,037
Accounts and Examination	-	-	-	-	1,200
	<u>16,840</u>	<u>-</u>	<u>38,234</u>	<u>55,073</u>	<u>40,566</u>

3 Transactions with related parties

The charity has no employees as its work is undertaken by volunteers.

In July-September 2023, Alison Hickman, who is a trustee of the charity, made short-term cash loans totalling £4,000 to the charity while in Sierra Leone to support cashflow. These were subsequently repaid from charitable funds on returning to the UK. These transactions are permitted by the charity's governing document.

Other than direct reimbursements of expenses made on behalf of the charity, no amounts were paid or are payable to any trustee or to any person connected to them.

4 Movement of funds

	Opening balance	Receipts	Payments	Transfers	Closing balance
	£	£	£	£	£
General funds	20,215	23,488	(16,840)	(16,363)	10,500
Restricted funds					
Sponsorship fund (Education)	-	14,125	(30,387)	16,262	-
Medical fund	384	480	(935)	71	-
Rice fund	-	3,044	(3,075)	30	-
Other restricted	-	1,237	(1,196)	-	41
Director's Expenses & Discretionary fund	1,903	4,200	(2,641)	-	3,462
	<u>2,287</u>	<u>23,086</u>	<u>(38,234)</u>	<u>16,363</u>	<u>3,503</u>
Total funds	<u>22,502</u>	<u>46,574</u>	<u>(55,073)</u>	<u>-</u>	<u>14,003</u>