



## **The John Aves Education Project (JAEP)**

Charity Number 1170414

### TRUSTEES ANNUAL REPORT 2023/24

(1 April 2023 to 31 March 2024)

JAEP has been operational since 2007. JAEP has been an independent charity since the end of November 2016. The Trustees' annual report outlines progress made in respect to compliance and financial control, philosophy and working practices, as well as a progress update on numbers of students supported and our current financial position.

#### The John Aves Education Project team

JAEP's policy has always been to enrol Trustees and committee members with relevant experience and skills to fulfil the objects of the JAEP. This is to identify and monitor selection of suitable candidates from the Dheisheh Refugee Camp in Palestine as well as to manage efficiently and with compliance the administration of the charity.

JAEP currently has four Trustees and two committee members who join in the Board of Trustees meetings and regularly liaise with the Trustees. The experience, skills and interest of the team are wide and all are mentioned here:

#### Trustees:

*Anne Aves* is JAEP's Chair and Treasurer. Anne is the widow of John, in whose memory JAEP was founded. Anne worked at City College Norwich from 1984 until her retirement in 2017. Her roles have included teaching, Head of Department and managing regional projects to re-engage vulnerable young people. Anne has returned to Dheisheh Camp, Al Quds and Bethlehem universities more than ten times.

*Liz Magem* is the secretary for JAEP's committee. Liz has been involved in education for over 30 years. Her roles have included Head of Department at City College Norwich, a training consultant for Aviva, a principal lecturer for QA, the UK's leading learning company and 10 years as a freelancer trainer. Liz and Anne Aves have been friends for over 40 years, and through that

friendship Liz came to know John. Liz has accompanied Anne on her visits to Dheisheh Camp in 2018, 2020 and 2023.

*Nick Taylor*— is a retired local businessman with solid financial and management skills. His companies won many local and national business awards and he brings a discipline and focus to the charity.

*Ben Aves* is a son of John and Anne. Ben is Director – Global Communications Strategy at The LEGO group the UK base is in London.

Committee members

*Edmund Aves* is a son of John and Anne. Edmund works as a freelance photographer.

*Samia Tabari* is a social development expert with a focus on refugee programmes, in the Middle East. She retains professional and personal connections to the Middle East and speaks Arabic. Samia leads on JAEP's scholarship process. She is based in the UK.

### Compliance

We have a Trust Deed that fully complies with the requirements of the Charities Commission. We have further controls beyond our statutory obligations which are outlined in our Procedures and Policies documents. Here we outline some of our key working procedures that enable full and accountable management of our charity.

- We only commit to the funding of a student if we have sufficient funds (plus a reserve) to finance the entire duration of their course.
- **The Reserve.** We quantify the total financial commitment to our students for their entire course. To this figure we add 10% and a further £1,000. This becomes our reserve and no expenditure can dip into this amount.
- Risk Register. This is regularly updated to ensure that risk is identified, measured and minimised. If weaknesses are identified then the Procedures and Rules are amended to mitigate any identified risk.
- Data Protection. We take our responsibilities seriously and do not share any individual's information with any other organisation except with Inland Revenue in respect to claiming Gift Aid and according to our data protection. JAEP takes all reasonable precautions to preserve the integrity of personal data and uses personal data in accordance with its Privacy Policy.
- Safeguarding Policy. Informed by attendance at a Charity Commission International Engagement Team webinar our safeguarding policy and procedures have been updated and embedded in our procedures and policies.

### Financial control & Report

### Changes to income.

During the 2023/24 financial year our income increased by 58%. This was for the following reasons:

- £2492 Bishop of Norwich Open Gardens in May 2023.
- £6488 Mannington Open House and Gardens September 2023 run jointly with The Matthew Project.
- £4538 5 church services and 11 talks to mark the 20<sup>th</sup> anniversary of John's death in January 2004 and to celebrate the achievements of JAEP.
- All raised the awareness and importance of the work of JAEP. Regular gift aid increased on the previous year by £1579. From 15 new standing orders and 10 increased standing orders.
- Income from card sales was a new high, with an increase of more than £1000 on the previous year. This was because greetings cards sold well at events.
- Support for the work of JAEP increased after 07/10/23 which had a significant impact for our students and their families.
- Following a suggestion from JAEP independent examiner in August 2023, the 2023-2024 accounts record fund raising expenditure as a separate item, thereby enabling us to calculate the effectiveness of the different events. Mannington, an event run jointly incurred the highest costs (£3797), as we shared the profits 50/50. Costs for the Bishop Open Gardens were £533.35. The 20<sup>th</sup> Anniversary events incurred the lowest costs (£220).

### The changing political, economic, and social situation for students and impact on expenditure.

Our partners at both universities and Ibdaa Community Centre in Dheisheh have recommended that JAEP does not fund 100% of student tuition fees, to ensure that students do not rely on one source of funding. The remaining fees are paid either by the families or a government loan. Since the pandemic and then again by plummeting family incomes after 07/10/23 because there are no pilgrims, or tourists and all work in Israel is prohibited, families have struggled to pay their contribution to the fees. Students cannot graduate until the fees have been paid. Our partners at both universities update us with the outstanding fees for each student. JAEP includes these amounts in our calculations / commitments before offering scholarships to new students.

### Running of accounts.

As in the previous year student grants were paid using some of our reserves and these were reduced by £13k. This was anticipated and reflects the roll out of funding from the very generous gifts received in 2019 and 2020. The donor requested that the money was used to provide more scholarships and not invested.

The treasurer updates the ledgers once every month onto an Excel spreadsheet. After the bank reconciliation a copy of the account spreadsheets and bank statement is emailed to each of the Trustees to ensure that there is transparency but also to ensure that back-ups are available off site, in addition to regular on-site procedures.

At the year end we are holding £98688 in our bank accounts. £48619 is the amount already committed for grants, including reserve, this leaves us with £50,069 to fund new students.

The accounts are independently verified, and a letter of compliance issued annually.

### Selection and monitoring of students

To date, JAEP has funded eighty young people to achieve an undergraduate degree.

At Al Quds University (AQU) selection of new students is carried out in collaboration with the Financial Aid Department (FAD) at the University. Al Quds University remains JAEP's main partner. JAEP reviews its scholarship guidance notes and application form with each university on an annual basis. The FAD uploads JAEP's notes and form on the university's website as part of the annual call for JAEP's scholarship applications. At Bethlehem University (BU) the Student Finance Manager promotes the project to students from Dheisheh in need of financial aid.

JAEP Trustees and members review the scholarship applications and any supporting documents and then interview shortlisted candidates via Zoom. In 2023/24, four new AQU scholarships were given. The applications from BU were received after the closing date but JAEP accepted two new BU students that year (without interview). This academic year this was further compounded by the situation after 07/10/2023 when all universities were closed, and learning returned online.

In total, JAEP supported 23 students during the academic year 2023/24 (6 new and 17 continuing students). Eighteen students were studying at AQU and the remaining five were at BU.

The JAEP team continues to ensure and provide evidence that we are selecting young people who are academically able to benefit from and in need of our financial support. We further request transcripts of student results at the end of each academic year. Any student who either had poor results or did not complete the year would be contacted by JAEP for further assessment.

Unfortunately, no monitoring visit has been possible this academic year because of the security situation in the region.

Following 07/10/2023 all checkpoints in the West Bank were closed, students were unable to travel to university, learning returned online. The academic year has been very challenging for students and staff.

#### JAEP management of the project

Trustee meetings and sub meetings throughout 2023/2024 were all in person, with the option of trustees joining via zoom. Members also have regular e-communications. JAEP does not have an office or paid staff members.

The Chair and Secretary attended in person / webinar Charity Commissioners International Engagement Team training events. These included:

- 20 July (in person): Working Overseas: Risks, Responsibilities, and Legal Duties
- 17 October (webinar): Safeguarding expectations in an international context.
- 21 March (webinar): Charities and Social media.

#### Outreach and success with grant applications

We have continued to receive support from Unipal. In 2023/2024 Unipal funded three JAEP students Bethlehem University studying nursing (2) and midwifery (1). Unipal have committed to fund the students for the remaining years of their course.

Over 100 attended the Bishop of Norwich Open Gardens on 21 May.

A record number of over 1200 attended the Mannington Hall and Gardens Charity Day on Sunday 3 September.

The five church services and eleven events to mark the 20<sup>th</sup> anniversary of the death of John Aves and celebrate the achievements of JAEP exceeded all expectations, with approximately 1000 attending.

JAEP produced Newsletters in April, November, and January to over 130 supporters, the hit rate remains high at over 80%.

#### The Future

JAEP has applied for funding to help pay the outstanding family share of student tuition fees from:

Quaker Peace Social Witness (QPSW) £4000 one off grant

World Day of Prayer £2000 one off grant

We look forward to the time peace returns to the area and we can resume our regular monitoring visits.

Anne Aves (Trustee)

Liz Magem (Trustee)

Nick Taylor (Trustee)

**JOHN AVES EDUCATION PROJECT**  
**YEAR END 31st March, 2024**

INCOME	2023/24
Regular Gift Aid Donations	8,159
One-off Gift Aids	4,074
Tax reclaim Gift Aid	2,931
Other Donations	14,471
Fund Raising	12,947
St. Eds printing refund	270
Bank Interest / other	1,197
Cmas Cards and other sales	4,698
	<u>£ 48,747</u>

EXPENDITURE	2023/24
Bank Charges	0
Educational Grants	53,938
Administration Expenses	55
Fund raising	5,616
Foreign Travel Expenses	0
Other Costs squarespace & google	379
Cmas /greeting cards	2,658
	<u>£ 62,646</u>

**STATEMENT of FUNDS**

	2023/24	
	£	£
Balance at beginning of year		
Current & Business	112,589	112,589
Add Surplus (loss) for year		
Income	48,747	
Expenditure	62,646	-13,899
	<u>£ 98,690</u>	
Represented by		
Current Account	£ 1,351	
Saving Account	£ 97,337	
	<u>£ 98,688</u>	

**2022/23**

6,580  
5,186  
2,223  
10,929

253  
3,334  

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£ 28,505

**2022/23**

0  
67,501  
55

2,719  
3,182  

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£ 73,457

**2022/23**

£	£
157,541	
	157,541
28,505	
73,457	-44,952
£	<hr/> 112,589







CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees

Charity Name

JOHN AVES EDUCATION PROJECT

On accounts for the year  
ended

31<sup>st</sup> MARCH 2024

Charity no  
(if any)

1170414

Set out on pages

1 & 2

*(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

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:

*BARBARA SARGENT*

Date:

15/8/24

Name:

BARBARA SARGENT

Relevant professional  
qualification(s) or body

ACCOUNTANT (FCCA QUALIFIED)

(if any):

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Address:

123 MELTON ROAD
WEST BRIDGFORD
NOTTINGHAM NG2 6FG

**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.

NONE