



## Trustees' Annual Report for the period

Period start date

Day 6 Month 4 Year 2022

Period end date

Day 5 Month 4 Year 2023

From

To

### Section A

### Reference and administration details

Charity name

The Jean Jones Foundation

Other names charity is known by

Registered charity number (if any)

1170664

Charity's principal address

Primrose Cottage

Newbridge Hill

West Bergholt

Postcode

CO6 3ES

### 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  | John Worland  |                 |                                   |                                                               |
| 2  | Michael Poole |                 |                                   |                                                               |
| 3  | Tony Saitta   |                 |                                   |                                                               |
| 4  | Heidi Mussett |                 |                                   |                                                               |
| 5  |               |                 |                                   |                                                               |
| 6  |               |                 |                                   |                                                               |
| 7  |               |                 |                                   |                                                               |
| 8  |               |                 |                                   |                                                               |
| 9  |               |                 |                                   |                                                               |
| 10 |               |                 |                                   |                                                               |
| 11 |               |                 |                                   |                                                               |
| 12 |               |                 |                                   |                                                               |
| 13 |               |                 |                                   |                                                               |
| 14 |               |                 |                                   |                                                               |
| 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)**

|  |
|--|
|  |
|--|

## Section B Structure, governance and management

**Description of the charity's trusts**

|                                |                                      |
|--------------------------------|--------------------------------------|
| Type of governing document     | Constitution                         |
| How the charity is constituted | Charitable Incorporated Organisation |
| Trustee selection methods      | Appointed by the existing trustees   |

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- 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.

|  |
|--|
|  |
|--|

## Section C Objectives and activities

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

For the public benefit to promote the education of people in need, in the performing arts, including theatre technical skills in such ways as the charity trustees think fit, including by :

1. Awarding scholarships, allowances or grants tenable at educational establishments.
2. Awarding grants to participate in short courses/workshops in the performing arts including technical skills.

**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)**

In the year, the charity has been active in providing grants to eligible applicants to attend degree course in the performing arts.

The charity has also provided advice to potential applicants on possible routes for them to follow in their respective courses.

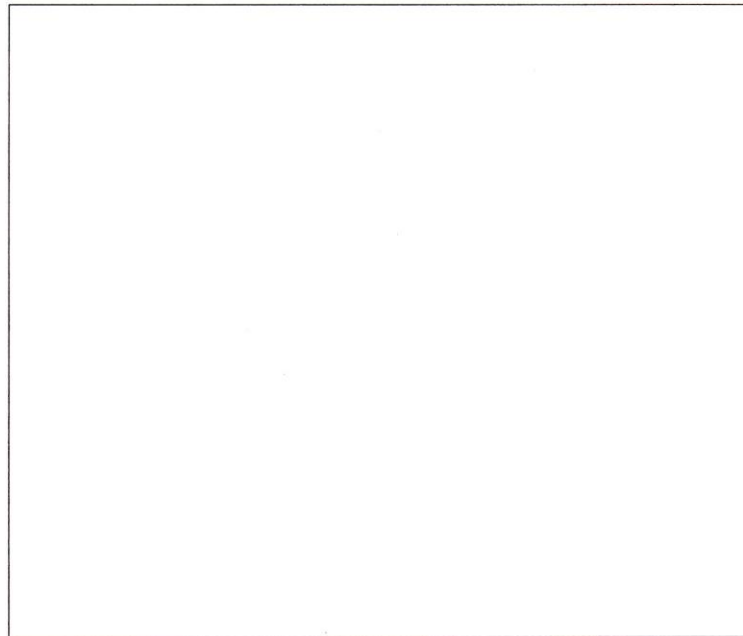
The charity is very mindful of the need to have regard to the guidance on public benefit issued by the Charity Commission when exercising any powers or duties to which the guidance would be relevant.

At trustees meetings, the trustees reviewed the guidance particularly in relation to planning our activities and in promoting the charity. In that spirit, the trustees regularly communicate with all suitable drama related groups within our area of operation to make them aware of the charities aims and objectives. The charity also had a presence at a prestigious gala event where it was also able to publicise its activities.

**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.



## Section D

## Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The charity derived income of £5,376 in donations and interest for the year. The charity made grants totalling £3,000. We are pleased that the charity continues to award similar levels of funding as in "normal" times. It is the trustees wish to further extend the award of grants.

The charity continues to make its objectives known to suitable local drama schools and colleges.

**Section E****Financial review****Brief statement of the charity's policy on reserves**

The Charity has no debt or ongoing financial liabilities and it is the policy of the trustees to maintain sufficient reserve to allow for a typical year of grant making without income. To that end, the charity is in a very strong position.

**Details of any funds materially in deficit**

The charity is in a healthy financial position with no deficit.

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

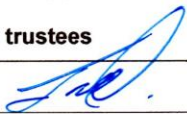
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Currently, the source of funds for the charity comes from regular donations from individuals. In this financial year, our regular donations have increased. It remains the case that the sole expenditure of the charity has been used to provide grants to support our key objectives. At the annual general meeting, the trustees discussed the financial situation in the light of the increased income and as a result resolved to increase the normal amount of grant to successful applicants.

**Section F****Other optional information****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. Saitta   |
| Full name(s)                        | J. WORLAND                                                                          | Anthony Saitta |
| Position (eg Secretary, Chair, etc) | TRUSTEE                                                                             | Trustee        |
| Date                                | 11/7/23.                                                                            |                |



CHARITY COMMISSION  
FOR ENGLAND AND WALES

The Jean Jones Foundation

## Receipts and payments accounts

CC16a

For the period  
from

6.4.22

To

5.4.23

### Section A Receipts and payments

|                                                       | Unrestricted<br>funds<br>to the nearest<br>£ | Restricted<br>funds<br>to the nearest £ | Endowment<br>funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|-------------------------------------------------------|----------------------------------------------|-----------------------------------------|----------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |                                              |                                         |                                        |                                 |                               |
| Donations                                             | 5,205                                        | -                                       | -                                      | 5,205                           | 1,650                         |
| Redwood Bank Interest                                 | 171                                          | -                                       | -                                      | 171                             | 107                           |
| Gift Aid                                              | -                                            | -                                       | -                                      | -                               | 295                           |
|                                                       | -                                            | -                                       | -                                      | -                               | -                             |
|                                                       | -                                            | -                                       | -                                      | -                               | -                             |
|                                                       | -                                            | -                                       | -                                      | -                               | -                             |
|                                                       | -                                            | -                                       | -                                      | -                               | -                             |
|                                                       | -                                            | -                                       | -                                      | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>5,376</b>                                 | <b>-</b>                                | <b>-</b>                               | <b>5,376</b>                    | <b>2,052</b>                  |
| <b>A2 Asset and investment sales, (see table).</b>    |                                              |                                         |                                        |                                 |                               |
|                                                       | -                                            | -                                       | -                                      | -                               | -                             |
|                                                       | -                                            | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>5,376</b>                                 | <b>-</b>                                | <b>-</b>                               | <b>5,376</b>                    | <b>2,052</b>                  |
| <b>A3 Payments</b>                                    |                                              |                                         |                                        |                                 |                               |
| Grants                                                | 3,000                                        | -                                       | -                                      | 3,000                           | 2,500                         |
| Publicity                                             | -                                            | -                                       | -                                      | -                               | -                             |
|                                                       | -                                            | -                                       | -                                      | -                               | -                             |
|                                                       | -                                            | -                                       | -                                      | -                               | -                             |
|                                                       | -                                            | -                                       | -                                      | -                               | -                             |
|                                                       | -                                            | -                                       | -                                      | -                               | -                             |
|                                                       | -                                            | -                                       | -                                      | -                               | -                             |
|                                                       | -                                            | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>3,000</b>                                 | <b>-</b>                                | <b>-</b>                               | <b>3,000</b>                    | <b>2,500</b>                  |
| <b>A4 Asset and investment purchases, (see table)</b> |                                              |                                         |                                        |                                 |                               |
|                                                       | -                                            | -                                       | -                                      | -                               | -                             |
|                                                       | -                                            | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>Total payments</b>                                 | <b>3,000</b>                                 | <b>-</b>                                | <b>-</b>                               | <b>3,000</b>                    | <b>2,500</b>                  |
| <b>Net of receipts/(payments)</b>                     | <b>2,376</b>                                 | <b>-</b>                                | <b>-</b>                               | <b>2,376</b>                    | <b>448</b>                    |
| <b>A5 Transfers between funds</b>                     | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>A6 Cash funds last year end</b>                    | <b>18,775</b>                                | <b>-</b>                                | <b>-</b>                               | <b>18,775</b>                   | <b>19,223</b>                 |
| <b>Cash funds this year end</b>                       | <b>21,151</b>                                | <b>-</b>                                | <b>-</b>                               | <b>21,151</b>                   | <b>18,775</b>                 |

## Section B Statement of assets and liabilities at the end of the period

| Categories           | Details                 | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|----------------------|-------------------------|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b> | Nat West Bank           | 10,601                             | -                                | -                               |
|                      | Redwood Bank            | 10,550                             | -                                | -                               |
|                      |                         | -                                  | -                                | -                               |
|                      | <b>Total cash funds</b> | <b>21,151</b>                      | <b>-</b>                         | <b>-</b>                        |

(agree balances with receipts and payments account(s))

|                                 | Details | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| <b>B2 Other monetary assets</b> |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |

|                             | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| <b>B3 Investment assets</b> |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |

|                                                     | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------------------------------|---------|-----------------------------|-----------------|--------------------------|
| <b>B4 Assets retained for the charity's own use</b> |         |                             | -               | -                        |
|                                                     |         |                             | -               | -                        |
|                                                     |         |                             | -               | -                        |
|                                                     |         |                             | -               | -                        |
|                                                     |         |                             | -               | -                        |
|                                                     |         |                             | -               | -                        |
|                                                     |         |                             | -               | -                        |
|                                                     |         |                             | -               | -                        |

|                       | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
| <b>B5 Liabilities</b> |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |

Signed by one or two trustees on behalf of all the trustees

| Signature                                                                           | Print Name    | Date of approval |
|-------------------------------------------------------------------------------------|---------------|------------------|
|  | J. WORLAND    | 11/7/23          |
|                                                                                     | WILLIAM POOLE | 11/07/23         |