



THE  
*KEARNS*  
FOUNDATION

Making a positive contribution to personal  
development for community benefit.

# ANNUAL REPORT AND ACCOUNTS

**2022-23**

*Established in 2007 and registered as a Charity in England and Wales  
(Number 1156557) and now a Charitable Incorporated Organisation (CIO)  
Registered under 1174340*

# CONTENTS

|          |  |
|----------|--|
| Page 1   | Charity Administration Details, Charitable Objectives & Activities |
| Page 2-5 | Trustees' Report 2022-23   |
| Page 6-7 | Financial Report and Notes to the Accounts                         |
| Page 8   | Declarations   |



# THE KEARNS FOUNDATION

**Charity Name:** The Kearns Foundation

**Established:** October 2007 (under Charity 1156557)

**Principal Address:** c/o 21 Garrett Court, Gertrude Road, Norwich, Norfolk, NR3 4SD

**Trustees:**

Andrew Copelin – Chair  
Alex Kearns – Vice Chair  
James Kearns – Treasurer and Managing Trustee  
Mick Tingley  
Karen Willett  
Chris Willett  
Will Kearns

**Employees:** The charity is run entirely by volunteers and has no employees.

**Governance structure:** The charity was originally constituted as an unincorporated association under a constitution initially adopted in 2007.

It is now registered as a Charitable Incorporated Organisation (CIO) as registered and approved by the Charity Commission of England & Wales on 23 August 2017.

**Appointment of Trustees:** Trustees are appointed annually at, or between General Meetings, in line with the governing document, such that the membership of the Board of Trustees reflects the skills, knowledge and experience required for both the effective management of the charity, and its resources, and with due regard to the discharge of the charitable objectives.

Board membership seeks to reflect a wide range of experiences of working, or volunteering with the charity's beneficiaries.

## Charitable Objectives:

1. To advance in life and help young people through:

(a) The provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life;

(b) Providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.



2. To promote the efficiency and effectiveness of charities and the effective use of charitable resources for the benefit of the public
3. Such other purposes as are exclusively charitable in accordance with the laws of England and Wales as the trustees may from time to time decide

## Charitable Activities:

The Charity has a priority of making a positive contribution to personal development for community benefit and this is delivered through three core strands of its work:

*Small Grants Programme* – Grants of (normally) between £50 and £250 awarded to individuals, and organisations, meeting set criteria who, as the result of our investment, can make a direct, and positive impact on the communities in which they live, or serve.

*Community Support Service* – providing information, advice and guidance from its network of trustees, contacts and supporters, to community based voluntary organisations which enable them to grow, progress and improve their communities. This may be through training workshops, mentoring or support with fundraising.

*Trimingham Log Cabin Youth & Community Resource Centre* – the provision of a log cabin residential centre and camping grounds in North Norfolk provided at a subsidised rate to predominantly youth and community groups to support educational, and developmental projects for young people and community volunteers, as well as providing low cost accommodation for families, and children in need supported by the appropriate agencies.

## Trustees' Report:

This report covers the period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023 and highlights the achievements within the three core areas of work set out above as a way of achieving the charitable objectives.

### Small Grants Programme

During the period covered by this report, the Foundation received 11 applications for assistance under our small grants programme from voluntary and community organisations and from individual young people.

Of these 5 applications were ineligible, 6 were approved and 0 were rejected.

The following grants were awarded:

- £250 - The Spinning Wheel Theatre
- £1,250 – split between 4 young people for individual self-development projects

## **Community Support Service**

The Foundation's long held view that small charities in Norfolk were missing out on support was addressed with the planning for the Norfolk Small Charities Showcase 2023. The event was delivered on Saturday 22<sup>nd</sup> April at The Forum, Norwich with 24 community organisations taking part.

Whilst the event delivery will be reported in next year's annual report, the Trustees agreed a grant from the Community Support Fund to cover its costs so that small charities could attend free of charge and also access training workshops with no charge.

The cost of the event, and hence the grant awarded was £1,243.53

No additional requests were received for specific support, and no training workshops took place during this period.

## **Trimingham Log Cabin Youth & Community Resource Centre**

Managed entirely by volunteers, both within and supporting the Foundation, use of the centre during 2022 remained low as schools and youth groups re-adjusted their plans post pandemic.

The temporary use of the Beacon Field (by kind permission of Mr and Mrs Frank Mason) for occasional camping meant that larger groups were able to re-engage. Temporary toilets and additional grass cutting added additional expenditure but provided additional space to welcome back some of the larger groups who had left us once we lost the fields around the cabin through the private sale by Norfolk County Council in 2019.

The unexpected arrival of rare birds on a local adjoining site meant that the RSPB hired the Log Cabin for most of the summer period (July-September) to house their wardens providing welcome additional revenue.

Following a building maintenance review the Board agreed to carry out repairs to the roof, and surrounding structures, of the Log Cabin.



## THE KEARNS FOUNDATION

Having considered a quotation of £15,000 to replace the roof and facias completely, and given that there remains uncertainty over the long term future of the site (see below), it was agreed to purchase a specialised heavy duty, extreme weather tarpaulin with a 5 year guarantee to secure the roof in the short to medium term. The purchase of this covering is included in this financial year but it's installation and other associated costs will be shown when actually installed in May 2023.

The Board experienced continuing issues with the landowner who continues to be subject to legal action by the local authority for breaches of planning law on parts of the site that he operates.

The Foundation having sought seeking its own legal advice (to confirm understanding of its own position being that it is not affected by the proposed enforcement) continues to operate within the terms of the lease of the land on which the Log Cabins (which they own) sit and such lease that applies until 2040.

Overall the Log Cabin and campsite produced an operating profit of £711.50 during the financial year (2022-23) compared with a deficit of £2,304.84 (2021-22)

The following table shows the use of the log cabin and camping fields.

| Year         | Total Bookings | No of Groups | No of young people | Cabin nights | Campsite nights |
|--------------|----------------|--------------|--------------------|--------------|-----------------|
|              |                |              |                    |              |                 |
| <b>2023*</b> | 5              | 3            | 120                | 6            | 110             |
| <b>2022</b>  | 8              | 6            | 66                 | 89           | 64              |
| <b>2021</b>  | 4              | 4            | 99                 | 8            | 218             |
| <b>2020</b>  | 1              | 1            | 40                 | 4            | 160             |
| <b>2019</b>  | 9              | 6            | 173                | 14           | 289             |
| <b>2018</b>  | 16             | 13           | 333                | 33           | 697             |
| <b>2017</b>  | 15             | 11           | 349                | 29           | 588             |
| <b>2016</b>  | 16             | 14           | 266                | 27           | 452             |
| <b>2015</b>  | 11             | 9            | 170                | 13           | 292             |

\*Based on bookings held at 30<sup>th</sup> June 2023 (for the year)

## Fundraising

The Foundation did no direct fundraising during this period but received £49.60 through affiliations with Easyfundraising and Amazon Smile sales.

## Governance and Administration of the Charity

The Board of Trustees have met regularly, and always quorate, during the year to ensure the effective management of the agreed projects, and to diligently review reports on income, expenditure and budget forecasts in relation to its core activities.

Trustee attendance records for this period show as follows:

| Trustee Name    | Meetings Held | Meetings Attended | % attendance |
|-----------------|---------------|-------------------|--------------|
| Andrew Copelin  | 4             | 4                 | 100          |
| Alex Kearns     | 4             | 4                 | 100          |
| James Kearns    | 4             | 4                 | 100          |
| Chris Willett   | 4             | 4                 | 100          |
| Karen Willett   | 4             | 3                 | 75           |
| Will Kearns     | 4             | 3                 | 75           |
| Michael Tingley | 4             | 2                 | 50           |

Much of the day to day operation of the charity, including grant applications, centre management and finances are delegated to the Managing Trustee to prepare, with four named trustees being signatories to any outgoing payments, and the Board being regularly updated through meetings and e mails between them on major issues.

# THE KEARNS FOUNDATION

## 2022-23 Income and Expenditure

| <b>INCOME</b>                     |                 |             |
|-----------------------------------|-----------------|-------------|
| <b>Budget Heading</b>             | <b>Amount</b>   | <b>Note</b> |
| Donations                         | -               |             |
| Fundraising                       | 49.60           | 1           |
| Trimingham Log Cabin and Campsite | 4,370.32        | 2           |
| Refunds                           | -               |             |
| <b>Total</b>                      | <b>4,419.92</b> |             |

| <b>EXPENSES</b>                   |                 |   |
|-----------------------------------|-----------------|---|
| <b>Budget Heading</b>             | <b>Amount</b>   |   |
| Fundraising                       | -               |   |
| Trimingham Log Cabin and Campsite | 3,659.52        | 3 |
| Training                          | -               |   |
| Grants                            | 2,174.00        | 4 |
| Marketing                         | -               |   |
| Subscriptions                     | -               |   |
| Governance & Admin                | 1,234.08        | 5 |
| <b>Total</b>                      | <b>7,067.60</b> |   |

### Summary

|                                |                        |                   |
|--------------------------------|------------------------|-------------------|
| Income received                | 2022-23                | 4,419.92          |
| Expenditure                    | 2022-23                | 7,067.60          |
| <b>Surplus/Deficit</b>         | <b>2022-23</b>         | <b>- 2,647.68</b> |
| <b>Balance brought forward</b> | <b>1st April 2022</b>  | <b>41,305.03</b>  |
| <b>Balance carried forward</b> | <b>31st March 2023</b> | <b>38,657.35</b>  |
| Restricted funds               |                        | -                 |
| Unrestricted funds             |                        | 38,657.35         |



## Notes to the Accounts:

1. These are funds generated from the revenues generated from Easyfundraising and Amazon Smile on-line reward payments
2. These are funds received from buildings and camping hires at the Trimingham Log Cabin Youth and Community Resource Centre and Camping site.
3. These are the costs associated with the management and operation of the Trimingham Log Cabin Youth and Community Resource Centre and Camping site. (They include advance costs of £1,196 for roofing materials purchased for works carried out in May 2023).
4. These amounts relate to grants awarded by the Foundation to community organisations and individuals. (This amount includes £924 of a total grant of £1,243.53 allocated from the Foundation's Community Support Grant budget for the Norfolk Small Charities Showcase 2023)
5. These are primarily insurance costs and bank charges of £6 per month and stationery costs.

## Reserves Policy

The Trustees have not considered a formal reserves policy for the charity to date, but consider this to be equivalent to three months operational costs.

## Audit and Independent Examination Policy

The Charity's income is below the Charity Commission's £500,000 gross income threshold for the requirement for a statutory audit.

As the gross income for the current accounting period is below the Commission's £25,000 threshold, these accounts have been prepared on a "Receipts and Payments" basis without the need for independent examination or audit.

Trustees regularly review all income and expenditure on a quarterly basis and will make its full accounts available, on receipt of a valid and reasonable request. A copy of the Annual Report and Accounts will be made publicly available as part of the Annual Return to the Charity Commission and published on their website.

## Declaration

This annual report and accounts have been received, considered, and accepted by the Trustees of the Kearns Foundation as being an accurate representation of the receipts and payments occurring within the financial year 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023 and the balances shown provide an accurate representation of the current assets and liabilities of the funds held by the charity.

Andrew Copelin  
Trustee and Chair



9<sup>th</sup> July 2023

Alex Kearns  
Trustee and Vice Chair



9<sup>th</sup> July 2023