



THE  
*KEARNS*  
FOUNDATION

Making a positive contribution to personal  
development for community benefit.

# ANNUAL REPORT AND ACCOUNTS

## 2023-24

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

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# 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 2023 to 31<sup>st</sup> March 2024 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 8 applications for assistance under our small grants programme from voluntary and community organisations and from individual young people.

Of these applications 5 were ineligible, 3 were approved and 0 were rejected.



The following grants were awarded:

- £250 – Take Our Hand – a small charity supporting bereaved children with our grant being used to fund the development of promotional materials.
- £250 – BBC Children in Need – a discretionary donation on behalf of the Trustees to support projects benefitting children and young people in the UK.
- £250 – awarded via a registered youth group to an individual young person, and their family to enable him to attend an organised residential youth activity week with his peers.

## Community Support Service

The Foundation's long held view that small charities in Norfolk were missing out on support was addressed with the delivery and review of the first Norfolk Small Charities Showcase in April 2023.

The event was delivered on Saturday 22<sup>nd</sup> April at The Forum, Norwich with 24 community organisations taking part.

The event targeted Norfolk based and Norfolk serving community groups and charitable organisations with an annual income of less than £250,000 with free stalls to promote their services, attract new volunteers and potential funding.

The event also brought together the three county based voluntary sector infrastructure support organisations for Norfolk (Community Action Norfolk, Norfolk Community Foundation and Voluntary Norfolk) who through the Norfolk County Council funded Empowering Communities Partnership took three of the stalls to provide small charities with advice and information.

As part of the event, four free to attend workshops were available providing advice and information on maximising digital opportunities, fundraising, volunteer recruitment and retention and making the most of the media through marketing.



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The event was fully funded by the Kearns Foundation at a cost of £1,243.53 from within the Community Support budget to ensure that community organisations need not redirect their funds away from frontline services and could maximise the opportunity within a high profile, high footfall city centre location.

The event had also provided an opportunity for the Kearns Foundation to promote its Small Grants programme, Community Support Programme and Log Cabin and Campsite facilities to a much wider audience at both the event and surrounding publicity.

Following the event, a full review, involving feedback from those who had participated, and Foundation Trustees planned a second event for June 2024 making some changes to eligibility, administration and targeting. Feedback had been positive and included ideas for additional workshops

No additional requests were received for specific community 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 2023 remained low as schools and youth groups continued to experience low levels of take up for programmes like the Duke of Edinburgh's Award and residential camping.

The continued annually licensed 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.



Following ongoing and regular building maintenance reviews the Board agreed to carry out repairs to the roof, and surrounding structures, of the Log Cabin.

During May 2023 four Trustees carried out the installation of a new roof covering for the Log Cabin, designed as a 5-10 year temporary arrangement at a fraction of the cost of a full roof replacement. This involved repairing and replacing some guttering, and using the opportunity to trim over-hanging trees given that the landowner had

withdrawn permission to have them reduced in height, having originally approved the works to be done.

Also during the year the Log Cabin had a full electrical system test, new lighting and new smoke alarms installed.

The Board had been kept informed of 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.

During the Autumn of 2023 the Managing Trustee made direct contact with every Norfolk School registered as operating the Duke of Edinburgh's Award Scheme, as well as the Duke of Edinburgh's Award Scheme contacts in Norfolk, Suffolk, Cambridgeshire, Essex and Peterborough. In addition marketing was directed at Scout and Girlguiding Groups in Norfolk and Suffolk in an attempt to promote wider use of the Log Cabin and Campsite.

Overall the Log Cabin and campsite produced an operating loss of £1,261.11 during the financial year (2023-24) compared with a surplus of £711.50 (2022-23). Taking into account the planned maintenance costs of the roof and electrical works (£1,076.01) the operating loss should be seen as more modest at £185.10.

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>2024*</b>	6	5	162	8	322
<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 2024 (for the year)



## **Fundraising**

The Foundation did no direct fundraising during this period but received £108.23 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.

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.





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## 2023-24 Income and Expenditure

		<b>INCOME</b>	
<b>Budget Heading</b>		<b>Amount</b>	<b>Note</b>
Donations		27.39	
Fundraising		108.23	1
Trimingham Log Cabin and Campsite		2,404.01	2
<b>Total</b>		<b>2,539.63</b>	

		<b>EXPENSES</b>	
<b>Budget Heading</b>		<b>Amount</b>	
Fundraising		-	
Trimingham Log Cabin and Campsite		3,665.12	3
Community Support		477.63	4
Grants		750.00	5
Marketing		76.68	
Subscriptions		-	
Governance & Admin		1,374.73	6
<b>Total</b>		<b>6,344.16</b>	

## Summary

Income received	2023-24	2,539.63
Expenditure	2023-24	6,344.16
<b>Surplus/Deficit</b>	<b>2023-24</b>	<b>- 3,804.53</b>

<b>Balance brought forward</b>	1st April 2023	<b>38,657.35</b>
<b>Balance carried forward</b>	31st March 2024	<b>34,852.82</b>

Restricted funds	-
Unrestricted funds	34,852.82

## 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, maintenance and operation of the Trimingham Log Cabin Youth and Community Resource Centre and Camping site.
4. These amounts relate to funds approved by the Foundation to support community organisations, primarily through the Norfolk Small Charities Showcase and any additional services.
5. These funds reflect the Small Grants made to qualifying individuals and community organisations.
6. 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 2023 to 31<sup>st</sup> March 2024 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



14<sup>th</sup> July 2024

Alex Kearns  
Trustee and Vice Chair



14<sup>th</sup> July 2024





