



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 01	Year 2024		Day 31	Month 12	Year 2024

## Section A Reference and administration details

Charity name

The Paul Hodges Trust

Other names charity is known by

Registered charity number (if any) 1177636

Charity's principal address

4 St Mary's Buildings

Bath

Postcode

BA2 3AT

### 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	Paul Hodges	Trustee		
2	Andrew Hodges	Trustee		
3	Jennifer Carlen	Trustee		
4				
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)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Trust deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by a resolution of Trustees at a Special Meeting of the Trustees as set out in the Trust Deed

## Section C Objectives and activities

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

To advance such charitable objectives (according to the law of England and Wales) as the trustees see fit from time to time, in particular but not limited to relieving poverty in Sub-Saharan Africa for the public benefit by making grants to charities and non-profit organisations.

**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)**

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

The Trust is a grant giving body and awards grants to locally led charities and non-profit organisations operating in developing countries, particularly, sub-Saharan Africa.

During 2024 the Trust used its grant making to finance a range of innovative African-led small charities who are working to tackle poverty and empower women and girls. In total, over this period, we supported 6 projects that contributed to the delivery of objects in Tanzania, Ghana, Sierra Leone and Uganda.

## 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.

The Trust's Grant Making Policy is as follows:

### **1. Charitable purpose and objective:**

- 1.1. The trustees apply the funds of The Paul Hodges Trust at their discretion and in accordance with the charitable purposes and objectives of the charity.

### **2. Priorities for support**

- 2.1. The amount of work or number of projects that can be supported by the trustees is necessarily limited. The trustees have determined that the current priority for funding is the relief of poverty through the empowerment of women and girls, with particular focus on Sub-Saharan Africa.
- 2.2. The priorities for support will be reviewed by the trustees every year and may be changed depending upon circumstances and the perceived effectiveness of the application of funds. Any change to these priorities must still fulfil the charitable purpose and objectives of the charity.

### **3. Principles applied in determining support**

In awarding grants, the trustees will apply the following principles;

- 3.1. The trustees will consider any applications that are eligible for consideration:
- 3.2. Each application completed in full and submitted within the application period, will be considered on its own merits. Where applications have been previously considered (whether successful or not) any due diligence undertaken to reach an earlier decision will be made available to the trustees.
- 3.3. The trustees will carry out sufficient due diligence to ensure that the application meets both the charitable purposes, and the priorities for support set out in this policy.
- 3.4. The trustees are content to work in partnership with other grant making bodies where funding of an entire project is beyond the scope of any single organisation.

### **4. Applicant and partner due diligence**

- 4.1. The trustees will carry out sufficient due diligence on any potential beneficiary to ensure:
  - the identity of the beneficiary
  - That funds are applied in accordance with the Charity's charitable purpose
  - That funds are not knowingly used for:
    - o Money laundering in accordance with the operative Money Laundering regulations;
    - o Terrorist financing in accordance with the Terrorist Act 2000;
    - o Bribery in accordance with the 2010 Bribery Act.
- 4.2. In cases where the charity is not the only supporter of the work or project, and to protect its reputation, the trustees may choose to extend any due diligence beyond the proposed beneficiary and to include other partner supporting organisations.
- 4.3. The trustees will adopt a risk rated approach to due diligence. Risk factors will include; the size of the grant; the country of the proposed recipient; the geographical location in which the grant will be applied.
- 4.4. Grant size will be an important risk factor and the larger the grant the greater will be the likely level of due diligence undertaken.

- 4.5. Where the proposed beneficiary is well known to the trustees and the relationship has been long standing and well established, the amount of due diligence undertaken is likely to be reduced.
- 4.6. The results of any due diligence will not last indefinitely. In cases where beneficiaries are supported for a significant period of time, additional due diligence will be undertaken on a change of circumstances that might impact the beneficiary, or in any case after a period of three years.

## **5. Administration**

- 5.2. For all grants, trustees should be confident:
- of the purpose of the proposed grant including and understanding of the work and the way in which the grant will be managed and applied;
  - of the person(s) responsible for the management of the grant and for overseeing the work
  - that all local applicable laws and working practices associated with the work are fully and properly applied;
  - that suitable safeguarding policies are in place in cases where the applicant works with children or vulnerable adults.
- 5.3. Trustees would expect a written report (on request) setting out the progress and achievements for the period covered and detailing any forthcoming changes to either the nature or the location of ongoing work.
- 5.4. With the agreement of the charity and the beneficiary, grants will be provided by means of an electronic banking transfer or a cheque. The charity's normal payment authorisation process will be applied to any payments.
- 5.5. In situations where that purpose does not proceed or where any grant or part thereof remains unused, unused funds must be returned.
- 5.6. Where formal written applications have been received, or other records maintained, these will be stored and subsequently disposed of in accordance with the charity's policy on data protection and prevailing Data Protection legislation.

## **6. Decision making**

- 6.1. The decision of the trustees on whether to award a grant is final.
- 6.2. The trustees are not obliged to provide an explanation to applicants in the event that their application is not successful.

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

In 2024, we saw the successful completion of our sixth set of grant projects.

We funded projects in Ghana (with our partner ASIGE), Tanzania (with our partner OMAWA), Sierra Leone (with our partner We Yone Child Foundation) and Uganda (with our partners Network for Community Development, SALVE International and Assorted Trends Africa).

Our focus for all of these projects was on tackling the barriers that keep women and girls poor, helping to give them control over their lives and opportunities to lift themselves and their families out of poverty.

We funded small, local organisations rich in expertise, dedication and passion but who often struggle to attract funds from larger donors.

Our main areas of work were:

- Girls' Education
- Women's Economic Empowerment

#### Full List of Projects Operating in 2023

##### **Joan Davis Scholarship Project – Partner: We Yone Child Foundation, Freetown, Sierra Leone**

An interlinked web of issues, including family poverty, gender discrimination, teen pregnancy, violence and child marriage, forces too many teenage girls to drop out of school. In Sierra Leone, only one in six girls completes secondary school. This 6-year project is supporting 30 girls from Freetown's largest slum community to complete Junior and Senior Secondary School. The World Bank has demonstrated that supporting girls' education is one of the best investments you can make for breaking the cycle of poverty, as better educated girls are likely to marry later, have fewer and healthier children and be able to earn more (12% more for each additional year of education).

##### **Joan Davis University Scholarship Project – Partner: OMAWA, Kilimanjaro Region, Tanzania**

Across Tanzania, less than 3% of young adults enrol in university education. This figure is even lower for female students, and even lower again for girls from rural and Maasai background where attending university is almost unheard-of. Operating in Moshi Rural district, in 2024 this project enabled 10 high-performing but impoverished rural young women to continue their studies at university, having supported them to enrol in 2022. Combined with counselling and mentoring, this project aims to provide financial support that will give beneficiaries from very poor backgrounds the security of long-term assistance at this critical point in their lives. We believe the ripple effect from this ground-breaking project will be huge, as educated and empowered women are better able to realise their potential, shape their future and break the cycle of poverty. We hope the young women supported by this project will go on to have bright futures, be catalysts for change in their community and help others.

##### **“Livelihood Empowerment Against Poverty (LEAP)”- Partner: Advocacy for Social Inclusion and Gender Equality (ASIGE), Bolgatanga, Ghana**

The LEAP project provides apprenticeships and start-up resources for teenage mothers, girls who have been forced to drop out of school, homeless young women and persons with disabilities. In 2024 we

supported 50 young women to complete or continue their vocational apprenticeship in areas including tailoring, weaving, hairdressing and welding. On graduating from the project these young women will be able to earn an independent income and build a better future for themselves and their children.

**“Empowered Women, Better Lives Project” – Partner: Network for Community Development (NCD), Mukono, Uganda**

This project worked in Mukono’s urban communities, supporting survivors of violence and trafficking to gain life skills, complete a 1-year tailoring course and set up a cooperative. Once trained, each young woman was provided with a sewing machine and start-up materials. These talented tailors provide the very special handmade items you will find in our Etsy shop.

**“Empowering Women in Business to Thrive” – Partner: SALVE International, Jinja, Uganda**

This project aims to trial offering an Advanced Business programme to female caregivers of children in S.A.L.V.E.’s Education programme (former street children). These women receive business skills training, mentoring, support to increase their self-confidence and a business enhancement grant so that they can grow their business and become fully self-sustainable. They will also share the key business skills that they have learnt from the programme with a minimum of 10 other vulnerable women small business owners through peer-to-peer training sessions. By enabling these women to grow their businesses, we hope that they will not only be able to take over the school costs of their child that S.A.L.V.E. is currently paying for, but they will also be able to send all of their other children of school going age to school. This means that more children will get the chance to go to school and be at less risk of ending up on the streets in the future.

**“She Innovates Academy” – Partner: Assorted Trends Africa, Kayunga, Uganda**

This project provided vocational training and practical income generating skills to rural young mothers, with a focus on fashion and tailoring. Alongside a hands-on 1 year apprenticeship, young women were supported with business skills, basic literacy and numeracy, mental health support and comprehensive sex and family planning education.

### Brief statement of the charity's policy on reserves

The Trustees recognise that actively managing the charity's reserves is an important part of financial management and forward financial planning.

In formulating our Reserves Policy, we seek to balance two principles:

- Ensuring that we do not tie up valuable charitable funds unnecessarily, thus limiting the amount of money spent on charitable activities and our core impact
- Ensuring that we have a meaningful amount of money in reserve to enable us to manage risks and shocks, and capitalise on unexpected opportunities

Bearing these principles in mind, the Trustees have agreed to keep £4,500 in reserve at all times. £4,500 represents roughly 10% of our annual operating budget (based on the previous 3 years). This amount is kept in reserve to:

1. Enable us to capitalise on high-impact opportunities that emerge during the implementation of our annual projects
2. Cover unforeseen expenditure or costs related to our annual projects

We believe it is reasonable to have a relatively low level of reserves as:

- A. We employ no staff, so shoulder no salary or similar day-to-day operational responsibilities (e.g., for employing temporary staff to cover a long-term sick absence)
- B. We do not have an office, so shoulder no office maintenance or administration costs
- C. We only make funding commitments based on funds that have already been raised and are currently in our Trust bank account, rather than commitments based on expected future income. Therefore, an unexpected drop in future income would have limited negative impact on our ability to operate in the immediate term – we would just reduce the scale of our work in future years.

Holding a relatively low level of reserves enables us to maximise the funds we spend directly with our partners on achieving our strategic aims.

#### Monitoring Reserves

The level of reserves will be monitored throughout the year as part of the normal monitoring and budgetary reporting processes.

In particular, we will:

- Review the reserves target, reserves level and reserves policy every 6 months during our Trustee meeting
- Identify when reserves are drawn on so that we understand the reasons and can consider the corrective action, if any, that needs to be taken
- Ensure that the reserves policy continues to be relevant as the charity develops or changes its strategy and activities

### Details of any funds materially in deficit

None

## 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.

Over this period the charity's principal sources of funds were:

- Individual donations by family and friends of the Trustees and contributions from the Trustees themselves
- Crowdfunding and other community fundraising led by student groups at the University of Bath
- Corporate donations from Coffee and Thorn Publishing House

## 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)	Jenny Carlen	
Full name(s)	Jennifer Carlen	
Position (eg Secretary, Chair, etc)	Trustee & Chair	
Date	29/10/2025	





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
The Paul Hodges Trust

No (if any)  
1177636

CC16a

## Receipts and payments accounts

For the period from	Period start date 01/01/2024	To	Period end date 31/12/2024
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Charity Donations	21,999	-	-	21,999	31,249
Charity Fundraising	1,028	-	-	1,028	55
Gift Aid Claims	4,006	-	-	4,006	1,045
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>27,033</b>	<b>-</b>	<b>-</b>	<b>27,033</b>	<b>32,350</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>27,033</b>	<b>-</b>	<b>-</b>	<b>27,033</b>	<b>32,350</b>
<b>A3 Payments</b>					
Grants	18,654	-	-	18,654	43,206
Bank charges	75	-	-	75	165
Volunteer expenses	-	-	-	-	-
Trustee expenses	-	-	-	-	-
Governance activities	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>18,729</b>	<b>-</b>	<b>-</b>	<b>18,729</b>	<b>43,371</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>18,729</b>	<b>-</b>	<b>-</b>	<b>18,729</b>	<b>43,371</b>
<b>Net of receipts/(payments)</b>	<b>8,304</b>	<b>-</b>	<b>-</b>	<b>8,304</b>	<b>- 11,021</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>8,000</b>	<b>-</b>	<b>-</b>	<b>8,000</b>	<b>30,330</b>
<b>Cash funds this year end</b>	<b>16,304</b>	<b>-</b>	<b>-</b>	<b>16,304</b>	<b>19,309</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Held in bank	16,304	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>16,304</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<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 asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
The Paul Hodges Trust

On accounts for the year  
ended

31 December 2024

Charity no  
(if any)

1177636

Set out on pages

(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 DD / MM / YYYY.

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: R. Davis

Date: 25/10/2025

Name: Robert Davis

Relevant professional  
qualification(s) or body

(if any):

Address: 

151 Stadium Road
Bristol
BS6 7YD

<b>Section B</b>	<b>Disclosure</b>
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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.

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