

## TRUSTEES' ANNUAL REPORT



Van Moorhouse Foundation

Charitable incorporated organization

Charity number: **1179869**

Annual Report & Account 02/04/2023 - 01/04/2024

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## **TRUSTEES' ANNUAL REPORT**

### **Report of the Trustees for the period 02/04/2023 - 01/04/2024**

The Trustees present its Annual Report for the period.

The financial statements have been prepared in accordance with Accounting and Reporting by charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK (FRS 102) (Effective 1 January 2015) - (Charities SORP (FRS 102)).

### **Objectives and activities**

#### **The objects VMF CIO are:**

- 1) Offering support to the underprivileged through donations, free health check & counselling, outreach activities, and educational workshops to underserved communities.
- 2) Serving and offering support to relief poverty and sickness amongst persons living in impoverished communities who are in need as a result of social and economic problem regardless of age, gender, ethnicity/race, religion, sexual orientation or any other social or personal characteristics

#### **In furtherance of these objects, the Trustees shall:**

- a. Promote activities that support the health and well-being for all living in underserved communities and provide health information.

### **Public Benefit**

The Trustees have had regard to the Charity Commission's guidance on public benefits and endeavor to implement them in all the charity's work. The main activities undertaken to further the charity's objects for the public benefit are detailed in the following pages as follows:

## **1. COMMUNICATIONS**

1.1. VMF -Website

1.2. VMF -Facebook

1.3. VMF -Instagram

1.4 VMFoundation1 - Twitter

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### Achievements and Performance

The charity does not measure the success of its programs only in numbers. This includes but not limited to the Foundation's financial management in Executing Impact driven projects, contribution in less tangible areas like bringing communities together through free health screening and education.

The Trustees recognized the ongoing challenges in the life of the charity since covid19 hence our achievement has been difficult to measure. However, we hope to pursue our mission in 2024-25 with renewed enthusiasm.

### 1. COMMUNICATIONS

Since our Foundation's inception grants have been very difficult to come by hence projects are being funded the founder from her pocket, however we secured a donor who has been funding our ICT classroom project in Ghana, however they were not able to continue in 2024 so our project for 2024 has been halt. Other donations received from the public are in the form of materials such as new, used toys, shoes, books or new, secondhand clothing. All the work we have been doing is posted and shared on our websites and all social media platforms.

### Governing and Management Structure.

VMF is a Charitable Incorporated Organization governed by its constitution dated 1/4/2018. The governance structure of the charity is in line with the requirements of the Charity Commission

### Organization

There must be at least 3 minimum charity Trustees, and the maximum number of charity Trustees can be up to 12. The Trustees delegate the day-to-day operations of the charity to the Finance and Administration and Development team in conjunction with the Chair. Full meetings are held bi-monthly to review and report on finances, activities in Ghana and discussions on how to raise funds to support this charity's anticipated projects. None of the Trustees receive remuneration or other benefits from their work for the charity. The trustees use online group meetings to address peculiar short-term concerns. Annual General Meetings are held each Year in December

### Reference and Administrative Details

**Charity Name -:** Van Moorhouse foundation

**Registered Charity number-:** 1179869

**Registered office and operation address-:** 12 Osborn Road, Kiveton Park, Sheffield, S26 6PR

**Banker:** APS & AFL Financial Ltd, 6th Floor, One London Wall, London EC2Y 5E

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Trustee Name	Office	Dates acted	Name of Person
Mr David E A Moorhouse,	Trustee	2018 to date	N/A
Dosia Akata-Lewis	Trustee	2024 to date	N/A
Vanessa O Moorhouse,	Trustee/Founder	2018 to date	N/A
Dr Bonsu Osei Sarfo	Trustee	2024 to date	N/A
Mercy Darkoah	Trustee	2018 to date	N/A

### Recruitment and appointment of Trustees

There are Trustee recruitment campaigns, most recently one particularly aimed at

- Increasing minority representation. There were 6 Trustees on the Board but sadly one stepped down last year due to health issues, so we currently have 5 on the board.
- All Trustees may stand for re-election at the AGM in 2026
- Three Trustee meetings take place every year and provide an opportunity for all.
- Trustees to scrutinize key aspects of the work of the charity, including finances, funding bids, the Transformation Action Plan, agendas for future meetings, and a whole host of other issues, some of which are raised by members and the Trustees themselves.

### Trustee induction and training

New Trustees receive information on roles and responsibilities and are directed to Charity Commission Guidance. The register of interest is reviewed at each meeting. Trustees are encouraged to attend appropriate external training and networking events where these will facilitate the undertaking of their role to enable focused knowledge building and influencing work. Trustees to get together to meet others. This is aimed at enabling the Trustees to get to know each other better, clearly understand the role of a Trustee, identify any skills gaps, and discuss the future direction of VMF. The Trustees have much work to do in the future, including reviewing the existing VMF objectives and policies, developing a new Trustee induction program, and building up an active group of VMF volunteers.

### Trustees' responsibilities in relation to the financial statements

The charity Trustees are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United

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(Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the situation of the charity and of the incoming resources and application of resources, of the charity for that period.

### **In preparing the financial statements, the Trustees are required to:**

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011 and the applicable Charities (Accounts and Reports) Regulations. They are also responsible for safeguarding if there are any assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees confirm to the best of their knowledge that the only information they are aware is the loan received from the founder to start our operation and apart from that there is no other information relevant to them that they are unaware and have taken all necessary steps to ensure that they themselves are aware of all financial information. The trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable ability to continue to adopt the going concern basis of accounting for a period of at least twelve months.

## **NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED**

1. The principle of accounting adopted and key sources of estimation in the preparation of the financial statements are as follows:
  - a) Financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards

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applicable in the UK and the Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)).

2. The VMF CIO meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognized at historic cost or transaction value unless otherwise stated in the relevant accounting policy note(s).
3. Income is recognized when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably. Income from government grants is recognized when the charity has entitlement to the funds, any performance conditions attached to the grant will be met, it is probable that any income receive and the amount can be measured reliably and is not deferred.

### **Fund accounting**

- i. Unrestricted funds are available for use at the discretion of the Trustees in furtherance of any of the purposes of the charity.
  - ii. Designated funds are unrestricted funds of the charity which the Trustees have decided at their discretion to set aside to use for a specific purpose.
  - iii. Restricted funds are donations which the donor has specified are to be solely used for purposes.
- e) Expenditure is recognized once there is a legal or constructive obligation to make a payment to a third party, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably.

Expenditure on charitable activities includes shipping and purchasing costs. Other expenditure represents those items not falling into any other heading.

- **Engaging and training with our volunteers**

The Volunteers who work at VMF are central to the operations of the charity and the services we offer. They come from all backgrounds and bring difference strengths and ideas; our volunteers undertake many different tasks within the charity. Our volunteer team bonding is very popular, this event enables the whole team to get to know each other better, understand more clearly their role, identify any skills gaps, and discuss the future direction of VMF but due to covid19 we have been doing that on zoom.

### **Fundraising and Marketing**

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It's still challenging but we are trying our best to seek funding to support our services by growing the donations and seek for grants.

Develop further our presence on social media as a means of raising our profile and increasing our donation income also to raise the profile of poverty and literacy and support people living in impoverished communities. To work in partnership with local agencies to bring in grants to support partnership working that will deliver better outcomes for those we serve.

Nonetheless our volunteer team continued to work with commitment and creative energy to do better.

### **Social Media and On-line fundraising.**

We are working hard to improve and monitoring our social media to focus its use for fundraising purposes. We hope to do better in the coming year.

#### **• External influences.**

There are several issues VMF has less control over but remains aware of the impact on its income and ability to deliver a quality service:

#### **Increased demand.**

The service operates at near or full capacity and increased demand for crisis support threatens VMF, s ability to help more people in need and progressive support work which moves people away from depression due to poverty. In 2024 the Executive Team continuing to review how it used its resources in order to deliver its mission and fulfil more effectively. The planning will be completed in 2025 and timeframes are set for implementation.

#### **Going concern**

We have not received any grant nor funds from external so we do not have any free reserves but we plan to working on securing funds to enable us to run this charity to its full capacity. Trustees have undertaken detailed reviews of this and are working to secured grant funding in 2025

- a) The identification and implementation of cost savings in 2024.
- b) Forecasts of income and expenditure through to December 2024; and
- c) Cash flow forecasts to December 2024, considering a loan secured since our operations to better manage the period of service growth currently being experienced.

Taking all these matters into account we consider that it is correct to prepare accounts

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on a going concern.

**VMF's slow in service in 2024**

2024 was very slow, our ability and capacity to deliver the services we run is well documented and its impact on normal operations worldwide has been immense. For VMF it has been continues challenging. Lack of securing funding from our donor due to facing financial difficulties ,some of our volunteers have are back to school. This meant we had a reduced team to deliver services, and some were unable to attend most of our event for dues to studies and examinations in Ghana but we did supported the underserve communities with the resources we have.

Throughout the crisis we followed government guidelines and reviewed and changed practice to maintain safety for all.

- **Risk management**

In line with their statutory responsibilities the trustees continuously monitor, and review activities of the charity carried out to ensure that all risks are identified and that procedures have been put in place to mitigate those risk. To assist with this duty and the teams in Ghana maintains and update the records.

Funding shortfall: - The risk for this charity is that it continues to overly dependent on the income from the founder and to counter this the trustees have agreed to see grant/funding in support of the charity's operation in the future.

**Legal status of the charity**

VMF is a Charitable Incorporated Organization (CIO). In the event of the charity being wound up the trustees have no liability for its debts.

**Donation's conversations summary from 02/04/2023 - 01/04/2024**

Clothes, and other items donated freely to the charity has been equated to the amounts on table below. All items donated has been shipped to Ghana, West Africa for the cause of this charity.

Donations and Gifts	Qty	2024 (Estimated amount)	Qty	2023 (Estimated amount)	Qty	2021 (Estimated amount)	QTY	2020 (Estimated amount)



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Used Clothing, etc	100	200	3120	£1000.8	2600	£353.01	150	£250
Toys		100		£180	70	£50	100	£211.80
Books		250		£217.16	85	£190.43	300	£317.63

## Analysis on expenditure on charitable activities 2<sup>nd</sup> Jan 2024 – 31 Dec 2024

### Receipts and payments accounts

This charity has not received any external funds apart from a loan from the founder to start an operation and **small** amount from the public.

A1 Receipts Expenditure On	2024	Totals	Bal
Wix Web hosting	£270	270	
Safeway Forwarding Agent- Shipping Cost	£1100	1100	
Fundraising Regulator Registration	£50	£50	
Go Daddy Domain Name	£52.23	52.23	
TV for orphanage	200	£200	
Various items purchase both in UK & Ghana	857,37		
Funds brought forward at 1 Jan- 2024			3117.99

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Total Bal			£3119.99

## Analysis on expenditure on charitable activities 02/04/2023- 01/04/2024

### Receipts and payments account

2025	Income	Unrestrict ed funds	Restricted	funds	Endow ment	Total funds	Last year	
Bal BF	588.39							
Donation	0							
	<b>Expenditure</b>							
<b>A1 Receipts</b>								
Wix Web hosting	270							
Safeway Forwarding Agent- Shipping Cost	1100							
TV for orphanage	200							
Various items purchase both in UK & Ghana	857,37							
Fundraising Regulator	50							
Go Daddy Domain Name	52.23							
<b>TOTAL</b>	<b>£ 2,529.6</b>							
<b>Subtotal(Gross</b>								

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<i>income for AR</i>								

## Note 29

## Additional Disclosures

The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts.

Clothes, and other items donated freely to the charity have been equate amount on table above. All items donated are shipped to Ghana, West Africa for the charity mission and vision. VMF received a cash donation solely for the purpose to establish ICT classroom in Ghana.

The charity has not granted any advances or credits to, or made guarantees on behalf of, any of its members other than the information disclosed in the financial statements.

This report is approved by the trustees and signed on their behalf by

Signature:

Date: 08/1/25

Mercy Darkoah

Trustee

Signature :

Date: 08/1/25

Vanessa Moorhouse

Trustee and Chair of the board