

SADIE BRISTOW FOUNDATION

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022



**Sadie
Bristow**
FOUNDATION

SADIE BRISTOW FOUNDATION

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022



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SADIE BRISTOW FOUNDATION

LEGAL & ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2022



Trustees

C Bristow
E Ashley
K Matthews
C Moore
C Kitson (resigned 1 September 2021)
D Proctor
C Huggett (appointed 19 January 2022, resigned 25 May 2022)
C Leggett (appointed 19 January 2022)

Charity registered number

1182525

Principal office

24 The Crescent
Chartham
Canterbury
Kent
CT4 7PX

Ambassadors

Kati Rust
Thalina Houghton

Bankers

Barclays Bank Plc
9 St George's Street
Canterbury
Kent
CT1 2JX

SADIE BRISTOW FOUNDATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022



The Trustees present their annual report together with the financial statements of the charity for the year ended 31 March 2022. The Trustees confirm that the annual report and financial statements of the charity comply with the current statutory requirements and the requirements of the company's governing document.

Objectives and Activities

a. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to the Charity Commission published guidance on the operation of the Public Benefit requirement.

The charity's main objects are:

- (1) For the benefit of the public to advance in life and help children and young people by organising or providing facilities which will enable and encourage them to participate in sporting activities, in particular but not exclusively tennis or mini tennis, with the object of improving their conditions of life and developing their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals; and
- (2) The relief of sickness and the preservation and protection of good health in particular but not exclusively by:
 - (a) providing information about severe allergic conditions and where practical help and support can be found;
 - (b) making grants to charities to fund research into the cause and care of severe allergic conditions (provided the useful results of such research is published);
 - (c) making grants and other financial provision for the training of nurses and other medical staff involved in the care and treatment of people with severe allergic conditions.

Sadie Bristow Foundation meets the definition of a Public Benefit entity under FRS 102.

Achievements and performance

a. Review of activities

The Foundation engaged in two principal activities during the year in line with its above stated objectives 1 & 2:

1. The Sadie Bristow Foundation continued operations in two schools in East Kent, which included providing the "Sadie Way" fitness and tennis coaching programme. The programme continues to be tailored to match the individual schools requirements and facilities. We continue to provide fully trained instructors/coaches equipment and technical resources to both schools. We on average spent 10 man hours per week and provided lessons for all ages and abilities. The programme was provided free of charge to the schools.
2. The Sadie Bristow Foundation has worked extensively to raise awareness in the community of the issues regarding Allergies and Anaphylaxia which endangers so many lives.

a. Review of activities (continued)

The Sadie Bristow Foundation has set up the East Kent Allergies Group which meets at various locations around the county and invites mother and their children to attend a safe environment and discuss their issues. The Covid-19 pandemic has suspended these meetings until that situation changes.

School Tennis Programme

The charity continued with our Schools tennis programme during the year, which following the relaxation in UK Government Covid restrictions were able to return to all being delivered face to face.

Our coaches continue to amend and tailor the sessions based upon feedback from the children. This year, this include hosting a mini tournament at Bridge Tennis Club in Canterbury for the two schools the charity currently work with, to help encourage engagement, providing physical activity and development of sporting fundamentals to primary school children.



School Holiday Activities

This year the charity continued to run several activity days for primary school aged children during the school holidays, to continue offering them opportunities for physical activity and development of sporting fundamentals, and supplement our schools athletics programme. The events included an easter activity week and a summer event incorporating taking some of the children indoor skiing at Snozone in Milton Keynes.



Children at the easter activity event



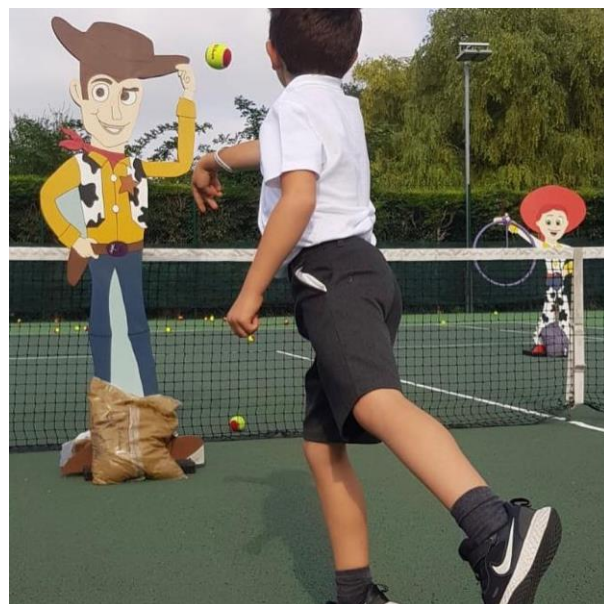
Children learning to ski at Snozone

SADIE BRISTOW FOUNDATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022



The charity has also run other events during the year to provide opportunities to children to encourage them into being active, include taster sessions for children aged 2 and over and introducing an after school club at one of the schools in the charity's Schools programme.



Children enjoying tennis activities at the Trust's taster session in September 2021.

Allergy Awareness Activities

The charity continued to raise awareness of allergies and share advice with parents to help them identify potential allergens and how to manage them. Two of these activities in the year were:

- The recording of an interview with Dr Helen Cox, a Paediatric Allergy specialist, as part of the charity's educational talks and Q & A's
- On 8th May 2021 the charity hosted an online psychology event with Polly James and Joe Kibble from the children's hospital Evelina, who provided valuable information for the 40 parents who attended on how to deal with the aftermath of an anaphylactic reaction.



Trustee and founder Clare Bristow recording with Dr Helen Cox

Fundraising Activities

Despite the complications arising from the pandemic, and the resulting Government restrictions, we adapted our fundraising activities where possible to be held safely or run online using our Social Media accounts. We are grateful for the help and support given to the charity throughout the year, which has supported the services provided by the charity.

SADIE BRISTOW FOUNDATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022



Fundraising events held by the charity during the year included:

Tennisathon 2021

On Saturday 17th July, Sadie's Dad, Stewart took to the court at Bridge Tennis Club for 24 hours. He was partnered with Jake Wilson (aged 14), who was a good friend of Sadie's and her training buddy for over 3 years. Together they took on a different pair every half hour from 8pm until 8pm on Sunday 18th July.

All slots were taken and there were so many people there to support their marathons. There was also mini-tennis on offer, refreshments, a great raffle with some fantastic prizes including:

- Tennis equipment,
- Experiences,
- Tennis Memorabilia.



Stewart Bristow & Jake Wilson during their 24 hour tennis marathon



Our triumphant half marathon runners

Vitality Big Half

Six runners entered the Vitality half marathon held in August 2021. A number of the group trained together for the half marathon and collectively raised a fantastic £2,584 for the charity. The trustees are very grateful for their hard work.

Financial review

For the period ended 31 March 2022, income amounted to £20,673 (2021: £23,020), and expenditure amounted to £18,864 (2021: £6,005).

As a result of the above movements, a surplus of £1,809 (2021: £17,015) was reported for the year. Funds carried forward total £36,330 (2021: £34,521), of which £20,525 (2021: £31,571) are unrestricted funds, £12,855 (2021: £Nil) are designated funds and £2,950 (2021: £2,950) are restricted funds.

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

At the time of signing the accounts the Trustees are aware of the potential economic and social effects of the Covid-19 virus outbreak. The full impact of the pandemic on the UK economy is yet to be seen, but the charity will continue to seek to mitigate this risk by following the UK Government's guidelines and adapting/developing its own internal strategy.

b. Principal risks and uncertainties

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

c. Reserves policy

The trustees aim to maintain reserves at a level they deem sufficient for the future needs of the charity and are aiming to maintain reserves at a level sufficient to support 10 months of expenditure, which, based on the average annual expenditure since the charity was established would amount to £15,720. As at 31 March 2022, the free reserves amounted to £33,380 (2021: £34,521) and therefore this policy has been achieved this year.

d. Material investments policy

Investment activities are managed in line with the requirements of the Trustee Act 2000. The trustees, having regard to the liquidity requirements of operating the charity and to the reserves policy, will operate a policy of keeping available funds in interest bearing deposit accounts and seek to achieve a rate of deposit which matches or exceeds inflation as measured by the Retail Prices Index.

e. Future plans

The board of trustees' are keen to expand upon the work of the charity, particularly in the charity's allergy awareness and support work. Currently a limiting factor in the charity's ability to deliver upon our objectives for raising allergy awareness and support in Kent is the charity's reliance upon volunteers. Whilst the charity values the amazing contribution that its volunteers make, the board of trustees feel that the charity will be able to accelerate its work through the appointment of an employee. Thus, the board plan to seek appropriate funding to enable the charity to appoint a CEO, which will help drive forward the board's vision for the charity.

Structure, governance and management

a. Constitution

The charity is a Charitable Incorporated Organisation registered on 30 November 2018. The registered number is 1182525. The governing document is a Constitution dated 30 November 2018.

b. Method of appointment or election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Constitution.

The governing document prescribes that there shall be a minimum of three trustees and a maximum of twelve. Every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting trustees, the charity must have regard to the skills, knowledge and experience needed for the effective administration of the charity.

Prospective trustees are recommended by existing trustees to join the board of trustees, or advertisements are placed in the local press.

c. Policies adopted for the induction and training of Trustees

The charity makes available to each new trustee, on or before his or her first appointment:

- (a) a copy of the current version of the Constitution; and
- (b) a copy of the charity's latest trustees' annual report and statement of accounts.

d. Organisational structure and decision making

The trustees consider the trustees to comprise the key management personnel of the charity in charge of directing, controlling, running and operating the charity on a day to day basis. All trustees give their time freely and no trustee received remuneration in the year for services as a trustee.

Any trustee may call a meeting of the trustees. Decisions are made by a simple majority of votes cast at a meeting. In the case of an equality of votes, the person who chairs the meeting shall have a second or casting vote. No decision shall be taken at a meeting unless a quorum is present. A quorum is three trustees, or the nearest number to one third of the total number of trustees, whichever is the greater, or such larger number as the trustees may decide from time to time.

A meeting may be held by suitable electronic means agreed by the charity trustees in which each participant may communicate with all the other participants. Any charity trustees participating at a meeting by suitable electronic means agreed by the charity trustees in which a participant or participants may communicate with all the other participants shall qualify as being present at the meeting. Meetings held by electronic means must comply with rules for meetings, including chairing and the taking of minutes.

SADIE BRISTOW FOUNDATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022



Trustees' responsibilities statement

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by order of the members of the board of Trustees on 20/11/2022 and signed on their behalf by:

C Bristow
C Bristow
Trustee

SADIE BRISTOW FOUNDATION
INDEPENDENT EXAMINERS REPORT
FOR THE YEAR ENDED 31 MARCH 2022



Independent Examiner's Report to the Trustees of Sadie Bristow Foundation (the 'charity')

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 March 2022.

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

Responsibilities and Basis of Report

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity'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 2011 Act.

Independent Examiner's Statement

I have completed my examination. I can confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

Signed: *A. S. Joiner*

Dated: *11th November 2022*

A. S. Joiner
10 Hillcrest Road
Littlebourne
Canterbury
Kent
CT3 1TJ

Income and Expenditure Account

	Unrestricted 2022 £	Designated 2022 £	Restricted 2022 £	Total 2022 £	Total 2021 £
RECEIPTS					
Charitable activities	2,114.27	-	-	2,114.27	149.00
Trading	948.00	-	-	948.00	924.51
Voluntary income	8,111.24	-	-	8,111.24	8,340.18
Fundraising	9,499.07	-	-	9,499.07	10,655.57
Grants	-	-	-	-	2,950.00
Bank interest	-	-	-	-	0.41
Total receipts	20,672.58	-	-	20,672.58	23,019.67
PAYMENTS					
Direct Payments					
Trading costs	1,007.12	-	-	1,007.12	940.93
Fundraising costs	3,679.26	-	-	3,679.26	98.15
Costs of generating voluntary income	122.45	-	-	122.45	-
Costs of charitable activities	-	-	-	-	15.60
Deliverance of objectives	12,855.00	-	-	12,855.00	4,520.00
Total Direct Costs	17,663.83	-	-	17,663.83	5,574.68
Indirect Payments					
Governance	826.70	-	-	826.70	277.69
Capital equipment	373.20	-	-	373.20	152.40
Total Indirect Costs	1,199.90	-	-	1,199.90	430.09
Total Payments	18,863.73	-	-	18,863.73	6,004.77
Net income for year	1,808.85	-	-	1,808.85	17,014.90
FUNDS					
Funds brought forward	31,570.92	-	2,950.00	34,520.92	17,506.02
Transfers	(12,855.00)	12,855.00	-	-	-
Funds carried forward	20,524.77	12,855.00	2,950.00	36,329.77	34,520.92

Statement of Assets and Liabilities
As at 31 March 2022

	Unrestricted 2022 £	Designated 2022 £	Restricted 2022 £	Total 2022 £	Total 2021 £
ASSETS					
Cash at bank and in hand					
Cash in hand	-	-	-	-	302.35
Bank current account	20,524.77	12,855.00	2,950.00	36,329.77	34,218.57
	20,524.77	12,855.00	2,950.00	36,329.77	34,520.92
Fixed assets					
Computer equipment	1,608.55	-	-	1,608.55	1,235.35
Stock					
Trading costs	2,850.00	-	-	2,850.00	2,942.93
TOTAL ASSETS	24,983.32	12,855.00	2,950.00	40,788.32	38,699.20

Notes to the Accounts

The charity had liabilities of £45 as at 31 March 2022 (2021: £Nil)

Designated funds represent the funds committed towards the delivering free tennis sessions to children aged 4 to 11 years old in two local primary schools. The Trust entered into a three year commitment to deliver these activity sessions in 2019. As at 31 March 2022, the board of trustees formally designated the funding for the last remaining year of these commitments, to more accurately reflect the funds available for its other charitable activities.

Restricted funds relate to a Kent County Council funded project, which as at 31 March 2022 had been completed and the costs incurred, however the charity had yet to receive and pay the invoices from the supplier helping the charity deliver the project.

No remuneration or other payments have been made to the Trustees' for their services as board members in the period.

No trustees' were reimbursed expenses in the period.



Notes to the Accounts (continued)

During the period, the charity engaged the tennis coaching services of Stewart Bristow, co-founder of the charity and husband of trustee, Clare Bristow. In the period, the total payments for his services were £6,190 (2021: £3,000).

There were no other related party transactions.

The financial statements were approved by the Trustees on 20/11/2022 and signed on their behalf by:

C Bristow

C Bristow
Trustee