

SADIE BRISTOW FOUNDATION

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023



**Sadie
Bristow**
FOUNDATION

SADIE BRISTOW FOUNDATION

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**



**Sadie
Bristow**
FOUNDATION

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SADIE BRISTOW FOUNDATION

LEGAL & ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2023



Trustees

C Bristow
E Ashley
K Matthews
C Moore (resigned 1 August 2022)
D Proctor (resigned 1 August 2022)
C Leggett
J S Jordan (appointed 28 November 2023)

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 2023



The Trustees present their annual report together with the financial statements of the charity for the year ended 31 March 2023. 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 Anaphylaxis which endangers so many lives.

a. Review of activities (continued)

The Sadie Bristow Foundation has set up parents peer to peer support groups, which ran once a month held by Clare Bristow in Whitstable. Your money was able to pay for our new board member and paediatric clinical psychologist Francesca Sawyer to provide detailed guidance on how to support parents and children with anxiety related to social situations. Clare continues to secure the venue for free so that your efforts go into quality trusted support from professional such as Francesca.

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.

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 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.

Wilson Family Fun Day

On 12th June 2022, the charity took part in the national Wilson Family Day, providing free tennis instruction, games and activities to children of all ages.

We had with our families, coaching team and volunteers at the Wilson Family Fun Day at the Bridge Tennis Club.

Our visitors all Worked hard on their tennis skills using the new Winning #wilsonxminions rackets, balls and gear. And With a bit of coaching and a lot of Will our families discovered the WOW factor that tennis brings.



Wilson have supported the foundation's work from the outset, as sponsors of the school programme, and continued to support the charity in the year with a donation of £4,000 worth of Wilson equipment, so that the charity can continue its work in teaching and developing tennis skills in children.

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. A few of these activities in the year were:

- Trustee Clare Bristow attend the Secondary school annual conference in Kent, speaking to head teachers about their allergy plans and how they can invite our charity in to bring education and awareness for all staff.
- Allergy training sessions with Natalie Hopkins from The Allergy Badge. The charity has held several online session to bring awareness of allergies to sport and club coaches. We had over 20 clubs sign up to these events, meaning more staff are trained on how to deal with an allergic reaction and the importance of understanding symptoms.
- We attended the Free From Show in London, which was a really great way to meet more parents and share our efforts, we will be attending again in 2024.



Trustee and founder, Clare Bristow at the Free From Allergy Show with some of the charity's wonderful volunteers

Understanding Allergies conference.

The charity held the first ever allergy conference for parents, educators and anyone who looks after a child with allergies. We had leading specialists from all over the UK to support and deliver important information on topics such as, the right use of creams on a child's skin dermatology, the newest treatments available for children and why they are not available to everyone from allergy specialists, how to manage your anxiety from clinical psychologists, concerns over getting the right nutrients from leading dietician and sessions from The Allergy Badge, Allergy UK, Airborne Allergy and how you can speak to your GP from Dr Helen Evans-Howells another amazing allergy specialist.

Such a fantastic day. We were able to record the whole day, making the talks available to anyone.

SADIE BRISTOW FOUNDATION
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023



Fundraising Activities

We are grateful for the help and support given to the charity throughout the year, which has supported the services provided by the charity.

Fundraising events held by the charity during the year included:

Tennisathon - Sadies Day 2022

On Sunday 17th July, the charity hosted a doubles tournament at Bridge Tennis Club.

A fantastic day held at Bridge Tennis club once again which brought in so much joy and funds which we are so thankful. This day is a celebration of Sadie at her own club and a great support for us all.

The event was open to players of all abilities and saw the winners receive tickets to either the Queens or Eastbourne tennis tournament, or Wilson rackets which had been generously donated to the charity.



Stewart Bristow with the finalists from the tournament.

Financial review

For the period ended 31 March 2023, income amounted to £12,930 (2022: £20,673), and expenditure amounted to £22,859 (2022: £18,864).

As a result of the above movements, a deficit of £9,930 (2022: surplus of £1,809) was reported for the year. Funds carried forward total £26,400 (2022: £36,330), of which £20,525 (2022: £20,525) are unrestricted funds, £Nil (2022: £12,855) are designated funds and £130 (2022: £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.

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 2023, the free reserves amounted to £26,270 (2022: £33,380) and therefore this policy has been maintained in 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 to charity to appoint a CEO, which will to 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.

SADIE BRISTOW FOUNDATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2023



Structure, governance and management (continued)

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.

Trustees' responsibilities statement

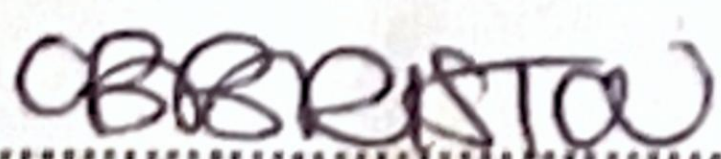
The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 28/9/23 and signed on their behalf by:


C Bristow
Trustee

SADIE BRISTOW FOUNDATION

INDEPENDENT EXAMINERS REPORT FOR THE YEAR ENDED 31 MARCH 2023



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 2023.

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 handwritten signature in blue ink that reads "A. S. Joiner".

Dated: 28 September 2023

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

**SADIE BRISTOW FOUNDATION
FOR THE YEAR ENDED 31 MARCH 2023**



Income and Expenditure Account

	Unrestricted 2023 £	Designated 2023 £	Restricted 2023 £	Total 2023 £	Total 2022 £
RECEIPTS					
Charitable activities	1,264.71	-	-	1,264.71	2,114.27
Trading	25.00	-	-	25.00	948.00
Voluntary income	5,645.81	-	-	5,645.81	8,111.24
Fundraising	5,993.98	-	-	5,993.98	9,499.07
Grants	-	-	-	-	-
Bank interest	-	-	-	-	-
Total receipts	12,929.50	-	-	12,929.50	20,672.58
PAYMENTS					
Direct Payments					
Trading costs	68.06	-	-	68.06	1,007.12
Fundraising costs	4,012.23	-	-	4,012.23	3,679.26
Costs of generating voluntary income	806.38	-	2,820.00	3,626.38	122.45
Costs of charitable activities	628.70	-	-	628.70	-
Deliverance of objectives	3,232.26	10,660.00	-	13,892.26	12,855.00
Total Direct Costs	8,747.63	10,660.00	2,820.00	22,227.63	17,663.83
Indirect Payments					
Governance	631.58	-	-	631.58	826.70
Capital equipment	-	-	-	-	373.20
Total Indirect Costs	631.58	-	-	631.58	1,199.90
Total Payments	9,379.21	10,660.00	2,820.00	22,859.21	18,863.73
Net (expenditure)/income for year	3,550.29	(10,660.00)	(2,820.00)	(9,929.71)	1,808.85
FUNDS					
Funds brought forward	20,524.77	12,855.00	2,950.00	36,329.77	34,520.92
Transfers	2,195.00	(2,195.00)	-	-	-
Funds carried forward	26,270.06	-	130.00	26,400.06	36,329.77

Statement of Assets and Liabilities
As at 31 March 2023

	Unrestricted 2023 £	Designated 2023 £	Restricted 2023 £	Total 2023 £	Total 2022 £
ASSETS					
Cash at bank and in hand					
Cash in hand	-	-	-	-	-
Bank current account	26,270.06	-	130.00	26,400.06	36,329.77
	<u>26,270.06</u>	<u>-</u>	<u>130.00</u>	<u>26,400.06</u>	<u>36,329.77</u>
Fixed assets					
Computer equipment	1,608.55	-	-	1,608.55	1,608.55
Stock					
Trading costs	2,850.00	-	-	2,850.00	2,850.00
TOTAL ASSETS	<u><u>30,728.61</u></u>	<u><u>-</u></u>	<u><u>130.00</u></u>	<u><u>30,858.61</u></u>	<u><u>40,788.32</u></u>

Notes to the Accounts

The charity had liabilities of £Nil as at 31 March 2023 (2022: £45)

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, and the board of trustees formally designated the funding for the last remaining year of these commitments as at 31 March 2022, to more accurately reflect the funds available for its other charitable activities. Following the fulfillment of the final year's commitment, the remaining balance of £2,195 has been transferred to unrestricted funds as at 31 March 2023.

Restricted funds relate to a Kent County Council funded project, which as at 31 March 2023 had been completed and the costs incurred, however the charity had yet to receive and pay all 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.

During the year, expenses of £41.77 (2022: £Nil) were reimbursed to 1 (2022: Nil) trustees.

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 £4,540 (2022: £6,190).

There were no other related party transactions.

The financial statements were approved by the Trustees on28/9/23..... and signed on their behalf by:



C Bristow
Trustee