

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 09	Year 2020		Day 31	Month 08	Year 2021

Section A

Reference and administration details

Charity name

The Friends of Jan Jan Bureh Nursery School

Other names charity is known by

Registered charity number (if any) 1185799

Charity's principal address

2 Hagley Wood Lane

Hagley

Stourbridge West Midlands

Postcode

DY9 9JR

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	Kevin Bailey	Chair		
2	Lindsay Hobson	Vice Chair		
3	Susan Jubb	Vice Treasurer		
4	Wendy Fletcher-Jones	Treasurer		
5	Julie Higginson	Secretary		
6	Dawn Bradley	Fundraising Coordinator		
7	Caroline Butcher	Liaison Officer		
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

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 due regard to the guidance issued by the Charity Commission on public benefit when considering the main activities of the charity.

During the year a variety of activities have been supported by the trustees to raise funds. These funds have been used to support the management committee in Jan Jan Bureh, The Gambia, to improve facilities and conditions for pupils in the nursery.

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.

Summary of the main achievements of the charity during the year

The charity has continued to work to the best of its ability to support the staff and children at Jan Jan Bureh nursery throughout the continued Covid restrictions and lockdowns imposed throughout the year. The nursery was closed during the national lockdown and opened at the beginning of November. Money was sent to provide cleaning materials to enable staff to clean the nursery before the children came back. The charity also sent money to purchase water bottles for each child and cleaning and sanitising materials for the children and staff to use whilst attending school. One of our trustees is in close contact with the head teacher of the nursery and was able to provide support throughout the whole process which included a Covid secure meeting between the headteacher and parents of the children at the nursery. During this meeting, each child was provided with a refillable water bottle and discussions took place about how to wear and care for the face mask given to each child.

As the current nursery headteacher is planning to retire, the charity provided support to help find a suitable replacement. Two of the trustees had lots of discussions with the current head about the skills required for the role and they helped draw up a job description. A new temporary head was appointed from January 2021 for two terms, supported by a senior staff member at the nursery and the retiring head. The charity remained in constant contact once he had started, and we had regular reports about the children's learning and enhanced knowledge of day-to-day life at the nursery in general. This improvement in communication between the nursery and the charity was made possible because we sent money to purchase two phones, one each for the retiring head and the new head.

The trustees worked hard collecting large donations of summer clothes and new underwear for the nursery children. One of our trustees sorted the clothes into age categories ready to send and the items were shipped across at different times during the year. To reduce our transport costs, they went on containers with goods going to the Gambia from other charities we are in contact with.

The charity has provided funds for much needed building work at the nursery. A reading room/library has been extended to enable daily story telling and reading and we have plans to send books across in the near future. Improvements were made to the headteacher's office and new toilets and hand basins for the staff and children have been installed, improving the level of sanitation. One of our trustees managed to acquire a donation of twenty-four small school chairs suitable for nursery children which she organised to be shipped in a container.

Fundraising during the Covid restrictions has been limited but has continued on a small scale. The annual sale of tickets for our Bonus Ball Lottery was able to continue as usual and we had some of our winners donate their prizes back to the charity. Other fundraising done by the trustees included selling items on eBay, auctioning a quilt donated to us, making and selling Christmas decorations and holding stalls at two local events.

Money for staff salaries and food for the nursery children was sent each term, including when the nursery was initially closed due to Covid restrictions. This was done to help support the nursery staff and their families.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity does not have a reserves policy.

Details of any funds materially in deficit

N/A

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.

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)

Susan Jubb

W Fletcher-Jones

Full name(s)

SUSAN JANE JUBB

W FLETCHER-JONES

Position (eg Secretary, Chair, etc)

VICE TREASURER

TREASURER

Date

20-6-2022



Receipts and payments accounts

For the period from	Period start date 01.09.2020	To	Period end date 31.08.2021
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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 £
A1 Receipts					
	-	-	-	-	-
Donations	615	-	-	615	1,025
Donations from In Touch	4,000	-	-	4,000	3,720
Fundraising	-	-	-	-	920
Bonus ball fundraising	1,115	-	-	1,115	1,063
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	5,730	-	-	5,730	6,728
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	5,730	-	-	5,730	6,728
A3 Payments					
	-	-	-	-	-
Cost of bonus ball prizes and licence	230	-	-	230	380
Gambian nursery teacher salaries	3,660	-	-	3,660	3,315
Nursery teacher uniform t-shirts	-	-	-	-	143
Transport costs for items shipped to The Gambia	-	-	-	-	105
Bank charges	65	-	-	65	-
Mobile phone - nursery head/staff	200	-	-	200	-
Mobile top up - nursery head/staff	40	-	-	40	-
Building work - reading room/office repairs	2,000	-	-	2,000	-
Install toilets & hand basins	1,300	-	-	1,300	-
	-	-	-	-	-
Sub total	7,495	-	-	7,495	3,943
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	7,495	-	-	7,495	3,943
Net of receipts/(payments)	- 1,765	-	-	- 1,765	2,785
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	6,797	-	-	6,797	4,012
Cash funds this year end	5,032	-	-	5,032	6,797

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 £
B1 Cash funds	Cooperative Bank Account	5,032	-	-
		-	-	-
		-	-	-
CCXX R1 accounts (SS)	1	-	-	19/06/2022 -

Total cash funds

5,032

-

-

(agree balances with receipts and payments account(s))

OK

OK

OK

Unrestricted funds**Restricted funds****Endowment funds**

to nearest £

to nearest £

to nearest £

B2 Other monetary assets

Details

	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details

Fund to which asset belongs

Cost (optional)

Current value (optional)

		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details

Fund to which asset belongs

Cost (optional)

Current value (optional)

		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

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

Susan Jubb

W Fletcher-Jones

SUSAN JUBB

W FLETCHER-JONES

20-6-22

20-6-22