



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01.09.2021 To 31.08.2022

Charity name: The Friends of Jan Jan Bureh Nursery

Charity registration number: 1185799

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of pre-school pupils at Jan Jan Bureh Nursery School, the Gambia, by supporting the management committee in providing facilities for education at the nursery.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	During the year a variety of activities have been supported by the trustees to raise funds. These funds, together with other donations received, have been used to support the management committee in Jan Jan Bureh, the Gambia, to improve facilities and conditions for the pupils in the nursery.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	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.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The charity has once again continued to work hard to support the staff and children at Jan Jan Bureh Nursery School.</p> <p>Money has been provided for the extra plumbing work needed to complete the toilet and hand basin installation started last financial year. Other minor repairs and maintenance have been funded to ensure the nursery has been kept in good working order throughout the year.</p> <p>One of the trustees contacted three Early Years Advisors on the Coast (at Banjul). Arrangements were made for them to visit the nursery for a mini inspection, to help support the teachers and help with the process of recruiting a new head teacher.</p> <p>During the year, one of the trustees visited the nursery in Jan Jan Bureh. Prior to her visit, work began on preparations, including book, uniform and clothing collections here in the UK, ready to ship across to The Gambia. Lots of book donations were received, including sets of Oxford Reading Tree books. Some books will be used for home reading schemes and others will be used in the Reading Room in the nursery.</p> <p>Clothing and uniform donations were gratefully received and one of the trustees and her husband worked tirelessly to sort and box the clothes ready for the shipping container. Any clothes that were not suitable for the pupils in the nursery were donated to a partner charity and these clothes were sent to other areas in The Gambia.</p> <p>Pencil cases were made by one of the trustees for every child in the top two classes in the nursery and we agreed to fund the contents. These were put on the shipping container together with filled homework bags, ready for distribution during the trustee's trip.</p> <p>The nursery visit took place in March 2022. Teacher training workshops for Jolly Phonics and home reading were held. There were meetings with one of the Early Years Advisors from Banjul, the new head of the Methodist Lower Basic School, the local Reverend, the nursery parents and staff. The clothes from the shipping container were organised and distributed to our partner charity for the local community. Staff uniform and hot drink making facilities were provided for the staff in the nursery. A manufacturer was sourced for a big-book stand for the Reading Room. Individual re-usable drinking bottles for every pupil were purchased and distributed with a cloth bag in which to carry it. Every child was given new underwear and a new t-shirt.</p> <p>During one of the parent meetings where 98 parents attended, the parents were introduced to the homework bags and contents and were pleased with everything provided.</p>

		<p>A new head teacher was appointed to start after Easter, to replace the retiring head. Unfortunately, this candidate proved unsuitable and left after only a couple of days in post. At the end of the year, one of the trustees was in discussions with another possible head teacher who is a qualified teacher and has some Early Years experience.</p> <p>The nursery has been well supported throughout the year by the new head teacher at the Methodist Lower Basic School, also in Jan Jan Bureh. As this support is useful for the nursery, the head has assured the trustees that he will continue to cultivate good relationships and provide support whenever he can.</p> <p>2022 saw the introduction of Summer School for the nursery. The charity provided money for extra equipment and teacher salaries. Between 80 to 85 children were hosted each day for 4 weeks and it was a great success. Using the nursery building during the summer meant that the nursery site was maintained and that the buildings, grounds and issue of flooding were resolved. All of this ensured the nursery was in good condition for the start of the Autumn term.</p>
--	--	---

Additional Information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of the year to 31 st August 2022 the charity's financial position remains positive, enabling support for the nursery to continue into the future.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity does not hold any reserves and has no reserves policy.
Amount of reserves held	Para 1.22	N/A
Reasons for holding zero reserves	Para 1.22	Friends of Jan Jan Bureh is a small charity and consequently has a small annual income. Any expenses each year are made solely for the purpose of supporting the provision of facilities in the nursery and this is only done where funds allow.
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional Information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charity Incorporated Organisation (CIO)
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed by existing trustees

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	The Friends of Jan Jan Bureh Nursery School
Other name the charity uses	
Registered charity number	1185799
Charity's principal address	2 Hagley Wood Lane Hagley Stourbridge West Midlands 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	Wendy Fletcher-Jones	Treasurer		
3	Susan Jubb	Vice Treasurer & Charity Commission Officer		
4	Julie Higginson	Secretary		
5	Caroline Butcher	Liaison Officer		
6	Dawn Bradley	Fundraising Coordinator		
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--



Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	SUSAN JUBB	WENDY FLETCHER-JONES
Position (eg Secretary, Chair, etc)	VICE - TREASURER CHARITY COMMISSION OFFICER	TREASURER
Date	27-6-23	



Receipts and payments accounts

CC16a

For the period
from

Period start date
01.09.2021

To

Period end date
31.08.2022

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	2,036	-	-	2,036	615
Donations from In Touch/BeGlobal	6,000	-	-	6,000	4,000
Bonus ball fundraising	1,086	-	-	1,086	1,115
Fundraising	292	-	-	292	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	9,414	-	-	9,414	5,730
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	9,414	-	-	9,414	5,730
A3 Payments					
Cost of bonus ball prizes and licence	360	-	-	360	230
Gambian nursery teacher salaries	3,379	-	-	3,379	3,660
Bank charges	71	-	-	71	65
Mobile phone - nursery head/staff	-	-	-	-	200
Mobile phone top up - nursery head/staff	40	-	-	40	40
Building work/repairs	695	-	-	695	2,000
Install toilets and hand basins	-	-	-	-	1,300
Transport costs to/within The Gambia	911	-	-	911	-
Community support - lunch for children	74	-	-	74	-
Teacher training/Early Years advisor fees	331	-	-	331	-
JJB nursery projects to support pupils	544	-	-	544	-
Summer school - salaries & equipment	311	-	-	311	-
Stationery for nursery	471	-	-	471	-
	-	-	-	-	-
Sub total	7,187	-	-	7,187	7,495
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	7,187	-	-	7,187	7,495
Net of receipts/(payments)	2,227	-	-	2,227	- 1,765
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	5,032	-	-	5,032	6,797
Cash funds this year end	7,259	-	-	7,259	5,032

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	7,259	-	-
CCXX R1 accounts (SS)	1	-	-	25/06/2023 -

	-	-	-
Total cash funds	7,259	-	-

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

OK

OK

OK

Unrestricted funds
to nearest £

Restricted funds
to nearest £

Endowment funds
to nearest £

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

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
Wendy Fletcher-Jones

SUSAN JUBB
WENDY FLETCHER-JONES

27-6-23
27-6-23