

# MELROSE PARIS FOUNDATION

England & Wales · Charity number 1185907

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2019-10-21

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 15 Harland Street  
Ipswich  
IP2 8JU

**Phone** 01473614765

**Email** [melroseparis@aol.com](mailto:melroseparis@aol.com)

**Website** [melroseparisfoundation.org](http://melroseparisfoundation.org)

## Activities

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**Objects:** 1. TO ADVANCE THE EDUCATION OF SCHOOLCHILDREN IN FREETOWN IN SIERRA LEONE BY THE PROVISION OF SUPPORT IN THE FORM OF BOOKS, STATIONERY, EQUIPMENT AND BURSARIES TO CHILDREN AND YOUNG PEOPLE OF PRIMARY AND SECONDARY SCHOOL AGE.2. THE PREVENTION OR RELIEF OF POVERTY BY THE PROVISION OF SUPPORT IN THE FORM OF ITEMS, MEDICAL SUPPLIES AND EQUIPMENT TO INDIVIDUALS AND ORGANISATIONS WHO ARE IN NEED OF SUCH SUPPORT IN FREETOWN IN SIERRA LEONE.

**Activities:** Melrose Paris Foundation works in Freetown and surrounding areas, in Sierra Leone, West Africa. We are working to advance the education of schoolchildren and higher education students, by the provision of support in the form of books, stationary, equipment and bursaries. We also provide relief from poverty to individuals and organisations in the form of items, medical supplies, and equipment.

## Classification

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- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty, Overseas Aid/famine Relief, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

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- Sierra Leone

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£9,000	£4,428	-	-
2024-03-31	£19,063	£13,772	-	-
2023-03-31	£6,888	£11,937	-	-
2022-03-31	£11,720	£17,649	-	-
2021-03-31	£7,743	£3,337	-	-

## Trustees

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Name	Role	Appointed
<b>Melrose Sanphanda Paris</b>	Chair	2023-09-25
Elizabeth Ekundayo Roberts		2025-09-17
Richard Stephen William Le Fanu - Grice		2025-09-17

**MELROSE PARIS FOUNDATION**

England & Wales - Charity number 1185907

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# Accounts

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MELROSE PARIS FOUNDATION

Charity Number 1185907. Established October 2019

# Trustees 'Annual Report 01/04/2024- 31/03/2025



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Registered Charity: Melrose Paris Foundation 1185907

Registered Address: 15 Harland Street  
Ipswich  
Suffolk IP2 8JU. UK  
This charity is incorporated in England & Wales

Telephone: +44 7969 528120

Website: [www.melroseparisfoundation.org](http://www.melroseparisfoundation.org)

Principal Bankers: The CAF Bank  
25 King Hill Avenue  
Kings Hill Malling  
Kent ME19 4JQ. UK

Founder & CEO: Melrose Paris

Trustees: Mr. Richard Le Fanu-Grice (Trustee) Appointed  
17/09/25  
Melrose Paris (Chair) Appointed 17/09/2025.  
Elizabeth Roberts (Trustee) Appointed 25/09/2023.

## Key Points Quick Overview

The main goals of the charity are to continue to provide help and care that makes a long-lasting difference for children, their parents, and older adults by interacting personally at a grass roots level.

As before, the Charity would like to thank Sada for her work in preparing the accounts and Lynne Denton (trustee) in preparing the supporting documents, and Charlotte Allen for completing Media updates. Also, the Charity is thankful for the continued support of Marie McKearney for all the film production.

## The Charity's Objectives.

1. Enabling school children to attend school, payment of school fees, provision of stationery, books and library equipment. Provision of computer equipment and play equipment.
2. To enable health and care of individuals. Enabling people to have medical checks and necessary medications.
3. To enable children and adults with disabilities to have independence. To provide equipment such as walking frames, crutches, hospital beds for example.

The Charity continues to raise money through donations. Money continues to be allocated to transporting and shipping.

## The Charity

Melrose Paris Foundation has been established to enable the advancement of the education of schoolchildren in Freetown in Sierra Leone, by the provision of support in the form of books, stationery, equipment and bursaries to children and young people of primary and secondary school age. However, more recently the Charity has been successful in enabling 7 students to enter University.

To try to prevent and relieve poverty and the advancement of health and saving of lives, by the provision of support in the form of items, medical supplies and equipment to individuals and organizations in need in such support in Freetown Sierra Leone. To enable Harmony and equality and diversity.

The Charity was established in 2019 by Melrose Paris who is the Chair of the Charity, with two Trustees, and a board.

The Charity utilizes policies to enable the safe running of the organization such as, Volunteer Management, Safeguarding Vulnerable Beneficiaries, Complaints Handling.

There are no employees in the UK or in Sierra Leone and no running costs for the charity. All the members of the Charity are volunteers ensuring all funds acquired are utilized for the Charity.

Donations are made in various forms and noted in the Financial Accounts section of this report.

#### Annual Plan Objectives 2024-2025

The trustees are proud to report that every pound raised will be used to enable the students and communities in Sierra Leone.

1. To continue to enable children to attend schools by funding those who need school fees paid.
4. To enable children with attendance at school by provision of books and stationary.
5. To continue to support Students in University placements. 7 new students and 6 in second year.
6. Continued support to Milton Margai University in terms of books and sharing knowledge and learning. A WhatsApp group has been established to enable students from Milton Margai and Cambridge University to share learning and ideas together.
7. Provision of funds to enable Light of Life School to extend School facilities to enable storage and use of toys and IT equipment already donated.
8. To support children attending Grassfield Preparatory School, by providing stationary, books and toys.
9. Provision of funds to support children attending Khanda Bennett School, to use IT equipment and books provided.
10. To enable continued health and welfare checks, by enabling individuals to have medical checks and necessary medications.
11. To provide new born and baby clothes and toys for new baby units and community surgery at Freetown.
12. Support to John Obey Community Hospital, provision of birthing bed.

#### Achievements

Light of Life School Light of Life Community Village School	Provision of toys, stationary and books, pens and chalk for the teachers. A new door and paint for the door.  Provision of toys, stationary and books, 2 sets of crutches
Khanda Bennett Preparatory School	Provision of Toys and 2000 Leons given for a new build to enable students to attend school safely
Grassfield Preparatory School	Toys and books provided

John Obey Primary School	Provision of toys to enable the children to have a more varied play time.
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1. During 2024-2025 the Foundation has enabled 26 children and 6 University students to continue their education.

A new Academy was visited in 2025, Abierich Academy in John Obey. The Foundation provided toys for the primary school children to use in their play times.

2. Support was given to a local man Mr. Swarray (Mr. Swarray agreed for his name to be used in this report) who wanted to get back into work after a below knee amputation. A wheelchair and physiotherapy equipment was provided.

3. Continued visits to St Georges Older Persons home have been completed, and support given by way of provisions, blankets, towels and clothing.

4. A series of educational workshops regarding Social Work, were completed with Milton Magai University and Makeni University. Melrose Paris, Marie Mckearney and Lynne Denton completed the work with the establishments, and delivered books for their libraries, to enable students to have more varied reading and help with the comparison of Social Work provision between Sierra Leone and Great Britain.

Visits to Makeni Correctional Centre was also completed, and the Foundation provided a one off donation to the female and male residents within the Centre of a goodie bag containing, toothpaste, a toothbrush, soap, and packets of nuts and treats.

5. Mamas Penny is a new organization that the Foundation has agreed to support for the 2025 and 2026. This organization was formed to enable and empower women to become educated in the business world by providing initial loans to commence a business, which in turn, will support their children and families. They have supported women to become economically independent since their inception in 2020, by making soap, tie dying materials, and in the field of agriculture. There are now over 100 women that have their own businesses. The organization also provides advocacy services and has aspirations to provide more education in terms of business administration.

The Foundation provided a sewing machine, and 7000 Leons (2000 Leons provided in 2024) to enable further loans.

Clothing patterns were also given to the organization to enable the making of clothes to sell, and some tables and chairs for teaching sessions to be set up. These teaching sessions will commence with basic literacy and math.

6. A trip to Bo was completed to visit the hospital site, and the provision of medicines and medical equipment. Payment of three patients invoices were paid to enable their families not to fall into debt and therefore having a negative impact on their children.

### Financial Accounts 2024/2025

Money is derived from donations, school funds are paid by donors who pay annually for the school fees. Volunteers and Charity Board members complete events such as Balls BBQ's , walks and runs, etc.

Some organizations have been contacted to ask for offers of donations in some form, and there have been donations of IT equipment, hospital beds, physiotherapy equipment and the like.

### Statement of Financial Activities (incorporating Income and Expenditure) April 2024 - March 2025

Date range: Last financial year		Compare with	
1 Apr 2024	31 Mar 2025	Compare with 1 year	
		2025	2024
<b>Profit and Loss</b>			
Melrose Paris Foundation			
For the year ended 31 March 2025			
<b>Turnover</b>			
Monthly Donations	8,850.12	10,102.68	
One Off Donations	150.00	940.00	
Other Revenue	-	8,020.00	
<b>Total Turnover</b>	<b>9,000.12</b>	<b>19,062.68</b>	
<b>Cost of Sales</b>			
Direct Expenses	4,469.76	8,000.00	
<b>Total Cost of Sales</b>	<b>4,469.76</b>	<b>8,000.00</b>	
<b>Gross Profit</b>	<b>4,530.36</b>	<b>11,062.68</b>	
<b>Administrative Costs</b>			
Audit & Accountancy fees	-	12.00	
Bank Fees	81.27	132.30	
Entertainment-100% business	175.00	-	
General Expenses	931.99	626.30	
Interest Paid	10.00	-	
IT Software and Consumables	-	244.17	
Motor Vehicle Expenses	20.10	30.00	
Postage, Freight & Courier	1,868.06	2,205.00	
Subscriptions	447.41	201.80	
Travel - International	803.79	2,310.00	
Travel - National	90.83	10.83	
<b>Total Administrative Costs</b>	<b>4,428.45</b>	<b>5,772.40</b>	
<b>Operating Profit</b>	<b>101.91</b>	<b>5,290.28</b>	
<b>Profit on Ordinary Activities Before Taxation</b>	<b>101.91</b>	<b>5,290.28</b>	
<b>Profit after Taxation</b>	<b>101.91</b>	<b>5,290.28</b>	

### Financial Commentary - Year Ended 31 March 2025

#### Overview

The Foundation experienced a **significant reduction in income and profitability** in 2025 compared to 2024. While costs were reduced, the decline in turnover outweighed the savings, resulting in a **minimal operating surplus** for the year.

#### Turnover

Total Turnover decreased by 53%, from £19,062.68 in 2024 to £9,000.12 in 2025.

**Breakdown:**

- **Monthly Donations:**  
Decreased from £10,102.68 to £8,850.12 (down 12%)
- **One-Off Donations:**  
Dropped significantly from £940.00 to £150.00 (down 84%)
- **Other Revenue:**  
Reduced from £8,020.00 to £0.00

**Commentary:**

The sharp fall in income is mainly driven by the **loss of Other Revenue** and a steep decline in **one-off donations**, suggesting reduced fundraising activity or fewer external funding sources in 2025.

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**Cost of Sales**

- **Direct Expenses:**  
Reduced from £8,000.00 to £4,469.76 (down 44%)

**Commentary:**

The reduction in direct costs reflects **lower activity levels**, aligning with the decrease in overall income.

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**Gross Profit**

- **Gross Profit decreased from £11,062.68 to £4,530.36 (down 59%)**

**Commentary:**

Despite lower direct expenses, the decline in turnover significantly reduced gross profit, indicating **weaker operational performance**.

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**Administrative Costs**

Total Administrative Costs fell by 23%, from £5,772.40 to £4,428.45.

**Key movements:**

- **Travel (International):**  
Reduced from £2,310.00 to £803.79
- **Postage, Freight & Courier:**  
Reduced from £2,205.00 to £1,868.06
- **General Expenses:**  
Increased from £626.30 to £931.99

- **Subscriptions:**  
Increased from £201.80 to £447.41

#### Commentary:

Cost control is evident, particularly in **international travel and postage**, although some overheads such as **subscriptions and general expenses increased**, partially offsetting savings.

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#### Profitability

- **Operating Profit:**  
Fell sharply from £5,290.28 in 2024 to £101.91 in 2025
- **Profit After Tax:**  
Also £101.91 (no tax charge reported)

#### Commentary:

The Foundation effectively **broke even in 2025**, with only a small surplus. This indicates **limited financial buffer** and increased reliance on stable or improved income streams to maintain activities.

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#### Key Observations & Risks

- **High dependency on monthly donations** – now the primary income source
  - **Loss of diversified revenue** (Other Revenue at £0)
  - **Thin operating margin** (approx. 1% vs 28% in 2024)
- 

#### Recommendations

- **Rebuild diversified income streams**, particularly one-off donations and alternative revenue sources
  - **Review subscription and general expenses** for value for money
  - **Strengthen fundraising campaigns** to restore income levels
  - **Maintain cost discipline**, especially in non-essential administrative costs
- 

#### Summary Statement (For Reports or Trustees)

*“For the year ended 31 March 2025, Melrose Paris Foundation reported a significant decline in turnover, primarily due to reduced one-off donations and the absence of other revenue streams. While administrative and direct costs were reduced in line with lower activity levels, the Foundation achieved only a marginal operating surplus of £101.91, highlighting the need to strengthen income generation and diversify funding sources to ensure long-term financial sustainability.”*

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## Statement of Financial Position 31 March 2025

Date: End of last financial year	Compare with		
31 Mar 2025	Compare with 1 year	More	Update

  

	31 Mar 2025	31 Mar 2024
<b>Balance Sheet</b>		
Melrose Paris Foundation		
As at 31 March 2025		
<b>Current Assets</b>		
<b>Cash at bank and in hand</b>		
Melrose Paris Foundation Bank	1,264.42	1,219.70
<b>Total Cash at bank and in hand</b>	<b>1,264.42</b>	<b>1,219.70</b>
<b>Total Current Assets</b>	<b>1,264.42</b>	<b>1,219.70</b>
<b>Creditors: amounts falling due within one year</b>		
Directors' Loan Account	1,035.50	1,035.50
VAT	(114.19)	(57.00)
<b>Total Creditors: amounts falling due within one year</b>	<b>921.31</b>	<b>978.50</b>
<b>Net Current Assets (Liabilities)</b>	<b>343.11</b>	<b>241.20</b>
<b>Total Assets less Current Liabilities</b>	<b>343.11</b>	<b>241.20</b>
<b>Net Assets</b>	<b>343.11</b>	<b>241.20</b>
<b>Capital and Reserves</b>		
Current Year Earnings	101.91	5,290.28
Retained Earnings	241.20	(5,049.08)
<b>Total Capital and Reserves</b>	<b>343.11</b>	<b>241.20</b>

### Balance Sheet Commentary - As at 31 March 2025

#### Melrose Paris Foundation

##### Overview

The Foundation remains in a **positive net asset position**, with a modest improvement in its financial standing during the year. While overall asset levels remain low, the organisation has strengthened its balance sheet slightly through the generation of a small operating surplus.

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##### Current Assets

- **Cash at bank and in hand:**  
Increased marginally from **£1,219.70 (2024)** to **£1,264.42 (2025)**

##### Commentary:

The slight increase in cash reflects the **small operating surplus generated in 2025**, helping to maintain short-term liquidity despite reduced income levels during the year.

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#### Creditors (Amounts Falling Due Within One Year)

- **Directors' Loan Account:**  
Unchanged at £1,035.50
- **VAT:**  
Reduced from £57.00 to £114.19 (repayable)

Note: The VAT balance shows as negative, indicating a **VAT receivable from HMRC** at year-end rather than a liability.

- **Total Creditors:**  
Reduced from £978.50 to £921.31

#### Commentary:

The decrease in total creditors suggests **improved short-term obligations management**, although the continued presence of a Directors' Loan Account indicates reliance on director funding for operational support.

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#### Net Current Assets

- **Net Current Assets:**  
Increased from £241.20 (2024) to £343.11 (2025)

#### Commentary:

This improvement reflects the combination of **stable cash levels and a small reduction in liabilities**, strengthening the Foundation's short-term financial position.

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#### Capital and Reserves

- **Current Year Earnings:**  
£101.91 (2025) compared to £5,290.28 (2024)
- **Retained Earnings:**  
Improved from a **deficit of £5,049.08 (2024)** to a **positive balance of £241.20 (2025)**
- **Total Capital and Reserves:**
- Increased from £241.20 to £343.11

#### Commentary:

The movement in retained earnings reflects the **carry-forward of the 2025 surplus**, resulting in a positive reserves position. However, overall reserves remain **modest**, limiting the Foundation's ability to absorb financial shocks or fund expansion without additional income.

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#### Key Observations & Risks

- **Low cash reserves** relative to ongoing operational needs
- **Dependence on Directors' Loan** for funding stability
- **Limited financial buffer** despite improvement in net assets

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## Recommendations

- Build **cash reserves** to improve financial resilience
  - Consider a **repayment plan or formalisation of the Directors' Loan**
  - Strengthen **fundraising and income generation** to grow retained earnings
- 

## Summary Statement (For Trustees' or Annual Report Use)

*“As at 31 March 2025, the Foundation reported net assets of £343.11, reflecting a modest improvement on the prior year. Cash balances increased slightly to £1,264.42, while current liabilities reduced to £921.31. The year’s operating surplus of £101.91 contributed to a positive retained earnings position; however, reserves remain limited, and the organisation continues to rely on director funding to support short-term liquidity.”*

## Objectives and Plans for 2026

2026 will be a year of wind down for the Foundation after much thought and deliberation, some members have left the Foundation and due to the financial climate the donations have decreased. The members that to go out to Sierra Leone are older and unfortunately there are no other members who are able to continue this.

The Foundation has agreed to continue to fund the children and students currently provided for until the end of their education.

Also;

1. The consideration of funding the erection of a new building to enable 2 classes to be run at the Light of Life Community Village School.
13. Provision of medicines and equipment to Bo Hospital.
14. The provision of £600 to Mamas Penny to enable them to buy a Casava Machine, that will benefit all the people within there scheme. If further sewing machines can be acquired, they will be donated to Mamas Penny.
15. Each school will be supported by the provision of stationary, books and toys.
16. John Obey Abierich Academy will also have a one off provision of books and stationary items.

**MELROSE PARIS FOUNDATION**

England & Wales - Charity number 1185907

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# Accounts

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MELROSE PARIS  
FOUNDATION  
Charity Number  
1185907. Established  
October 2019



# Trustees' Annual Report 01/04/2023- 31/03/2024

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Registered Charity: Melrose Paris Foundation 1185907

Registered Address: 5 Glanville Place  
kesgrave, Ipswich,  
Suffolk IP5 1NE. UK

This charity is incorporated in England & Wales

Telephone: 01473 614765

Website: [www.melroseparisfoundation.org](http://www.melroseparisfoundation.org)

Principal Bankers: The CAF Bank  
25 King Hill Avenue  
Kings Hill Malling  
Kent ME19 4JQ

Founder & CEO: Melrose Paris

Trustees: Mr Richard Le Fanu-Grice (Trustee) Appointed  
25/09/2022  
Melrose Paris (Chair) Appointed 25/09/2023  
Elizabeth Roberts (Trustee) Appointed 25/09/2022

### Key Points Quick Overview

The main goals of the charity are to provide help and care that makes a long lasting difference for children, their parents, and older adults by interacting personally at a grass roots level.

The trustees would like to thank Sada for her work in preparing the accounts and Lynne Denton (trustee) in preparing the supporting document. Thanks also to Charlotte Allen for completing Social Media updates and spreadsheet for banking, to Elizabeth Roberts for her continuous preparation of fantastic spread of meal dishes for our functions.

1. Enabling school children to attend school, payment of school fees, provision of stationary, books and library equipment. Provision of computer equipment and play equipment.
2. To enable children and adults with disabilities have independence. To provide equipment such as, walking frames, crutches, hospital beds for example.

In 2022, the Foundation provided;

1. Payment for school fees for 31 children (initial number of 15 children in 2019/2020), and provision of books and stationary items, computers and IT equipment.
2. Erected a class room within the Joy Preparatory School in Regent.
3. Provision of medical supplies to the hospital in Aberdeen and John Obey.
4. Provision of over 100 crutches, walking frames including paediatric equipment, for Waterloo Disability Community
5. Provision of toys to enable children to play and learn.
6. Continued support of Libraries, within the schools, Joy Preparatory School, Kanda Barnett Preparatory School, John Obey Primary & Secondary School, Grassfield Preparatory School.

The major issue continues to be accessing income/donation from larger organisation.

Despite this, we can continue to assure donors that all funds raised are spent directly for the benefit of all we support. No members are paid all work is voluntary.

Money continues to be allocated to transporting and shipping much needed resource.

The Charity

Melrose Paris Foundation has been established to enable the advancement of the education of schoolchildren in Freetown in Sierra Leone, by the provision of support in the form of books, stationary, equipment and bursaries to children and young people of primary and secondary school age.

To try to prevent and relieve poverty and the advancement of health and saving of lives, by the provision of support in the form of items, medical supplies and equipment to individuals and organisations in need in such support in Freetown Sierra Leone. To enable Harmony and equality and diversity.

The Charity was established in 2019 by Melrose Paris who is the Chair of the Charity, with two Trustees, and a board. All act as volunteers and receive no payment for time provided to the charity.

The Charity utilises policies to enable the safe running of the organisation such as, Volunteer Management, Safeguarding Vulnerable Beneficiaries, Complaints Handling.

There are no employees in the UK or in Sierra Leone and no running costs for the charity.

All the members of the Charity are volunteers ensuring all funds acquired are utilised for the Charity.

Donations are made in various forms and noted in the Financial Accounts section of this report.

#### Annual Plan Charity Objectives 2023-24

The trustees are proud to report that every cent raised will be used to promote Trust's aims in advancing the support we provide.

The Trust will continue to use every pound that is raised will be used for the Trust to promote its aims in advancing the support provided;

1. To continue to enable children to attend schools by funding those who need school fees paid.
2. To provide books and stationary.
3. To continue to support the running of school libraries, focus upon Primary School Reading Materials.
4. To provide children and schools with toys and play equipment to enable children to learn joy from play.
5. Organise for the classroom tables and chairs at Joy Preparatory School.
6. Continued support for the St George's Older Persons Home.

#### Financial Accounts 2022

Money is derived from donations; school funds are paid by donors who pay annually for the school fees. Volunteers and Charity Board members completed The Masked Ball, BBQ, walks and runs, and tandem skydive to name a few.

Some organisations have been contacted to ask for offers of donations in some form, and there have been donations of hospital beds, physiotherapy equipment and the like.

## Statement of Financial Activities (incorporating Income and Expenditure

### Profit and Loss

Melrose Paris Foundation  
For the year ended 31 March 2024

2024

<b>Turnover</b>	
Monthly Donations	10,102.68
One Off Donations	940.00
Other Revenue	8,020.00
<b>Total Turnover</b>	<b>19,062.68</b>
<b>Cost of Sales</b>	
Direct Expenses	8,000.00
<b>Total Cost of Sales</b>	<b>8,000.00</b>
<b>Gross Profit</b>	<b>11,062.68</b>
<b>Administrative Costs</b>	
Audit & Accountancy fees	12.00
Bank Fees	132.30
General Expenses	626.30
IT Software and Consumables	244.17
Motor Vehicle Expenses	30.00
Postage, Freight & Courier	2,205.00
Subscriptions	201.80
Travel - International	2,310.00
Travel - National	10.83
<b>Total Administrative Costs</b>	<b>5,772.40</b>
<b>Operating Profit</b>	<b>5,290.28</b>
<b>Profit on Ordinary Activities Before Taxation</b>	<b>5,290.28</b>
<b>Profit after Taxation</b>	<b>5,290.28</b>

## Balance Sheet

Melrose Paris Foundation

As at 31 March 2024

31 Mar 2024

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### Current Assets

#### Cash at bank and in hand

Melrose Paris Foundation Bank 1,219.70

**Total Cash at bank and in hand 1,219.70**

**Total Current Assets 1,219.70**

#### Creditors: amounts falling due within one year

Directors' Loan Account 1,036.50

VAT (57.00)

**Total Creditors: amounts falling due within one year 978.50**

**Net Current Assets (Liabilities) 241.20**

**Total Assets less Current Liabilities 241.20**

**Net Assets 241.20**

#### Capital and Reserves

Current Year Earnings 5,290.28

Retained Earnings (5,049.08)

**Total Capital and Reserves 241.20**

**MELROSE PARIS FOUNDATION**

England & Wales - Charity number 1185907

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# Accounts

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Achieved 2022

Objectives for 2023/24

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Registered Charity: Melrose Paris Foundation 1185907

Registered Address: 5 Glanville Place  
kesgrave, Ipswich,  
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The main goals of the charity are to provide help and care that makes a long lasting difference for children, their parents, and older adults by interacting personally at a grass roots level.

The trustees would like to thank Sada for her work in preparing the accounts and Lynne Denton (trustee) in preparing the supporting document. Thanks also to Charlotte Allen for completing Social Media updates and spreadsheet for banking, to Elizabeth Roberts for her continuous preparation of fantastic spread of meal dishes for our functions.

1. Enabling school children to attend school, payment of school fees, provision of stationary, books and library equipment. Provision of computer equipment and play equipment.
2. To enable children and adults with disabilities have independence. To provide equipment such as, walking frames, crutches, hospital beds for example.

In 2022, the Foundation provided;

1. Payment for school fees for 31 children (initial number of 15 children in 2019/2020), and provision of books and stationary items, computers and IT equipment.
2. Erected a class room within the Joy Preparatory School in Regent.
3. Provision of medical supplies to the hospital in Aberdeen and John Obey.
4. Provision of over 100 crutches, walking frames including paediatric equipment, for Waterloo Disability Community
5. Provision of toys to enable children to play and learn.
6. Continued support of Libraries, within the schools, Joy Preparatory School, Kanda Barnett Preparatory School, John Obey Primary & Secondary School, Grassfield Preparatory School.

The major issue continues to be accessing income/donation from larger organisation. Despite this, we can continue to assure donors that all funds raised are spent directly for the benefit of all we support. No members are paid all work is voluntary.

Money continues to be allocated to transporting and shipping much needed resource.

## The Charity

Melrose Paris Foundation has been established to enable the advancement of the education of schoolchildren in Freetown in Sierra Leone, by the provision of support in the form of books, stationary, equipment and bursaries to children and young people of primary and secondary school age.

To try to prevent and relieve poverty and the advancement of health and saving of lives, by the provision of support in the form of items, medical supplies and equipment to individuals and organisations in need in such support in Freetown Sierra Leone. To enable Harmony and equality and diversity.

The Charity was established in 2019 by Melrose Paris who is the Chair of the Charity, with two Trustees, and a board. All act as volunteers and receive no payment for time provided to the charity.

The Charity utilises policies to enable the safe running of the organisation such as, Volunteer Management, Safeguarding Vulnerable Beneficiaries, Complaints Handling.

There are no employees in the UK or in Sierra Leone and no running costs for the charity.

All the members of the Charity are volunteers ensuring all funds acquired are utilised for the Charity.

Donations are made in various forms and noted in the Financial Accounts section of this report.

### Annual Plan Charity Objectives 2023-24

The trustees are proud to report that every cent raised will be used to promote Trust's aims in advancing the support we provide.

The Trust will continue to use every pound that is raised will be used for the Trust to promote its aims in advancing the support provided;

1. To continue to enable children to attend schools by funding those who need school fees paid.
2. To provide books and stationary.
3. To continue to support the running of school libraries, focus upon Primary School Reading Materials.
4. To provide children and schools with toys and play equipment to enable children to learn joy from play.
5. Organise for the classroom tables and chairs at Joy Preparatory School.
6. Continued support for the St George's Older Persons Home.





# MELROSE PARIS FOUNDATION

Charity Number

1185907. Established

October 2019

## Financial Accounts 2022 /2023

Money is derived from donations; school funds are paid by donors who pay annually for the school fees. Volunteers and Charity Board members completed The Masked Ball, BBQ, walks and runs, and tandem skydive to name a few.

Some organizations have been contacted to ask for offers of donations in some form, and there have been donations of hospital beds, physiotherapy equipment and the like.

## Statement of Financial Activities (incorporating Income and Expenditure for Year End)

### Profit and Loss

Melrose Paris Foundation

For the year ended 31 March 2023

Cash Basis

	2023
<b>Turnover</b>	
Monthly Donations	6,318
One Off Donations	570
<b>Total Turnover</b>	<b>6,888</b>
<b>Cost of Sales</b>	
Direct Expenses	8,520
<b>Total Cost of Sales</b>	<b>8,520</b>
<b>Gross Profit</b>	<b>(1,632)</b>
<b>Administrative Costs</b>	
Bank Fees	69
General Expenses	916
IT Software and Consumables	268
Motor Vehicle Expenses	178
Postage, Freight & Courier	1,930
Subscriptions	8
Travel - National	48
<b>Total Administrative Costs</b>	<b>3,417</b>
<b>Operating Profit</b>	<b>(5,049)</b>
<b>Profit on Ordinary Activities Before Taxation</b>	<b>(5,049)</b>
<b>Profit after Taxation</b>	<b>(5,049)</b>

## **Statement of Financial Position (Balance Sheet As at 31<sup>ST</sup> March 2023)**

### **Balance Sheet**

Melrose Paris Foundation

As at 31 March 2023

31 Mar 2023

<b>Current Assets</b>	
<b>Cash at bank and in hand</b>	
Melrose Paris Foundation Bank	2,986.42
<b>Total Cash at bank and in hand</b>	<b>2,986.42</b>
<b>Total Current Assets</b>	<b>2,986.42</b>
<b>Creditors: amounts falling due within one year</b>	
Directors' Loan Account	8,035.50
<b>Total Creditors: amounts falling due within one year</b>	<b>8,035.50</b>
<b>Net Current Assets (Liabilities)</b>	<b>(5,049.08)</b>
<b>Total Assets less Current Liabilities</b>	<b>(5,049.08)</b>
<b>Net Assets</b>	<b>(5,049.08)</b>
<b>Capital and Reserves</b>	
Current Year Earnings	(5,049.08)
<b>Total Capital and Reserves</b>	<b>(5,049.08)</b>

The trustees are satisfied that the charity is entitled to exemption from the provision of the Companies Act 2006 (the Act) relating to audit of financial statements for the year by virtue of section 477 and that no member or members have requested an audit pursuant to section 476 of the Act. The trustees acknowledge their responsibility for:

(i) ensuring that the charity keeps proper accounting records which comply with section 386 of the Act, and (ii) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and its surplus or deficit for the financial year in accordance with the requirements of the Act relating to the financial statements, so far as applicable to the charity.

These financial statements have been prepared in accordance with the special provisions of part 15 of the Companies Act 2006 and the Statement of Recommended Practice (SORP FRS 102 for smaller Entities).

These financial statements were approved by the members of the committee on 25 January 2024 and are signed on their behalf by Mrs Melrose Paris -CEO Founder and Trustee Company registration number 1185907



**MELROSE PARIS FOUNDATION**

England & Wales - Charity number 1185907

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# Accounts

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MELROSE PARIS  
FOUNDATION  
Charity Number  
1185907. Established  
October 2019



# Trustees' Annual Report 01/04/2021- 31/03/2022

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Key Points Quick Overview;

The Charity;

Charity Objectives ;  
Achieved 2021  
Objectives for 2022/23

Financial Accounts;

Registered Charity: Melrose Paris Foundation 1185907

Registered Address: 5 Glanville Place  
kesgrave, Ipswich,  
Suffolk IP5 1NE. UK  
This charity is incorporated in England & Wales

Telephone: 01473 614765

Website: [www.melroseparisfoundation.org](http://www.melroseparisfoundation.org)

Principal Bankers: The CAF Bank  
25 King Hill Avenue  
Kings Hill Malling  
Kent ME19 4JQ

Founder & CEO: Melrose Paris

Trustees: Mr Richard Le Fanu-Grice (Trustee) Appointed (date)  
Melrose Paris (Chair) Appointed 25/09/2019  
Elizabeth Roberts (Trustee) Appointed (date)

Key Points Quick Overview

The main goals of the charity are to provide help and care that makes a long lasting difference for children, their parents, and older adults by interacting personally at a grass roots level.

The trustees would like to thank Sada for her work in preparing the accounts and Lynne Denton (trustee) in preparing the supporting document. The trustees are actively seeking willing volunteers to promote social media weekly updates.

1. Enabling school children to attend school, payment of school fees, provision of stationary, books and library equipment. Provision of computer equipment and play equipment.
2. To enable health and care of individuals. Enabling people to have medical checks and necessary medications.
3. To enable children and adults with disabilities have independence. To provide equipment such as, walking frames, crutches, hospital beds for example.

During 2021, the Foundation provided;

1. Payment for school fees for 30 children (initial number of 15 children in 2019/2020), and provision of books and stationary items, computers and IT equipment.
2. Erected a zinc home for a man with disabilities.
3. Provision of 30 hospital bed and mattresses, to Connaught Hospital in Freetown. Most of the mattresses were also utilised when the fire occurred in Kissy, Freetown to help people injured. Beds and mattresses, also provided to the St Georges Older Persons Residential Home, and for individuals needing care at home.
4. Provision of over 100 crutches, walking frames including paediatric equipment, for Connaught Hospital, St Georges Older Person Residential Home and individuals within the communities.
5. Equipment provided for John Obey Medical Centre (building recently completed)
6. Payment to enable trip with all the children to a Water Resort, a place they would not be able to afford usually.
7. Provision of toys to enable children to play and learn.
8. Now supporting 4 Schools in the Western Area of Freetown to build libraries.
9. Provided a young student with 4 weeks of dialysis treatment.
10. One of our volunteers wrote a about her experience as a volunteer. The foundation was able to raise funds by means of donation for the publication.

The major issue has been accessing income/donation from larger organisation.

Despite this, we can continue to assure donors that all funds raised are spent directly for the benefit of all we support.

Money continues to be allocated to transporting and shipping much needed resource.

Melrose Paris Foundation has been established to enable the advancement of the education of schoolchildren in Freetown in Sierra Leone, by the provision of support in the form of books, stationary, equipment and bursaries to children and young people of primary and secondary school age.

To try to prevent and relieve poverty and the advancement of health and saving of lives, by the provision of support in the form of items, medical supplies and equipment to individuals and organisations in need in such support in Freetown Sierra Leone. To enable Harmony and equality and diversity.

The Charity was established in 2019 by Melrose Paris who is the Chair of the Charity, with two Trustees, and a board. All act as volunteers and receive no payment for time provided to the charity.

The Charity utilises policies to enable the safe running of the organisation such as, Volunteer Management, Safeguarding Vulnerable Beneficiaries, Complaints Handling.

There are no employees in the UK or in Sierra Leone and no running costs for the charity.

All the members of the Charity are volunteers ensuring all funds acquired are utilised for the Charity.

Donations are made in various forms and noted in the Financial Accounts section of this report.

#### Annual Plan 2022-2023

The trustees are proud to report that every cent raised will be used to promote Trust's aims in advancing the support we provide.

- 10.1. To continue to enable children to attend schools by funding those who need school fees paid.
11. To enable children with attendance at school by provision of books and stationary.
12. To provide computers/laptops"
13. for schools, books and equipment for setting up of school libraries.
14. To provide children and schools with toys and play equipment to enable children to learn joy from play.
15. To enable continued health and welfare checks, by enabling individuals to have medical checks and necessary medications.
16. To provide new born and baby clothes and toys for new baby units and community surgery at Freetown.
17. To provide the Older Persons Home with musical equipment, to enable medical checks and necessary medications.

18. To provide support to young people wanting to start a small business.

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE)			
	2021/22		2020/21
	£		
<b>INCOME</b>			
<b>Income resources from generated funds:-:</b>			
Donations and grants	£11,720		£7,743
Incoming resources from charitable activities			0
Memberships	0		0
Bank interest	0		0
Other receipts	0		0
Core funders	0		0
Investment Income	0		0
<b>TOTAL INCOME</b>	<b>£11,720</b>		<b>£7,743</b>
<b>EXPENDITURE</b>			
Account Management Fees	£72		£69
Charitable Activities	£17,577		£3,268
Governance Costs	£0		£0
<b>TOTAL RESOURCES EXPENDED</b>	<b>£17,649</b>		<b>£3,337</b>
<b>NET OUTGOING RESOURCES FOR THE YEAR</b>	<b>-£5,929</b>		<b>£4,406</b>
<b>TRANSFERS</b>			
Bank and cash at the start of the period	£4,406		£0
Loan from Directors	£5,000		£0
Bank and cash at the end of the period	£3,013		£4,406
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>£3,013</b>		<b>£4,406</b>

BALANCE SHEET FOR THE YEAR ENDED				
	31-Mar-22		31-Mar-21	
	£	£	£	£
<b>FIXED ASSETS</b>				
Tangible Fixed Assets		£0		£0
<b>CURRENT ASSETS</b>				
Debtors	£0		£0	
Bank and cash	£3,013		£4,406	
Total Current Asset		£3,013		£4,406
<b>CREDITORS:</b>				
Amounts falling due within one year		£0		£0
<b>NET CURRENT ASSETS/LIABILITIES</b>		£3,013		£4,406
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		£3,013		£4,406
<b>CAPITAL GRANT RESERVE</b>		£0		£0
<b>LONG TERM LIABILITIES</b>				£0
<b>NET ASSETS/(LIABILITIES)</b>		£3,013		£4,406
<b>FUNDS</b>				
Reserves		£3,013		£4,406

Money is derived from donations, school funds are paid by donors who pay annually for the school fees. Volunteers and Charity Board members complete events such as Balls BBQ's , walks and runs, Zip Wire and tandem skydive to name a few.

Some organizations have been contacted to ask for offers of donations in some form, and there have been donations of hospital beds, physiotherapy equipment and the like.

The Trustees acknowledge their responsibility for:

- 1) Ensuring that the charity keeps proper accounting records which comply with the section of the Act and
- 2) Preparing financial statements, which gives a true and fair view of the state of affairs of the charity as at the end of the financial year and its surplus or deficit for the financial year in accordance with the requirements of the Act relating to the financial statement, so far applicable to the charity.
- 3) The Financial statement was approved by the Trustees on the 30/01/2023 and signed on their behalf.

Melrose Paris

Trustee

Melrose Paris



**MELROSE PARIS FOUNDATION**

England & Wales - Charity number 1185907

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# Accounts

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Company Number 1185907

# **Melrose Paris Foundation**

REPORT AND  
UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR FROM 21 October  
2019 ENDED  
31 MARCH 2021

**Charity Number 1185907**



## **MELROSE PARIS FOUADATION**

### **TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021**

The Trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

#### **THE TRUSTEES**

The trustees who served the charity are shown on page 1.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

MELROSE PARIS FOUADATION is a registered charity (no. 1185907), incorporated on 22<sup>ND</sup> October 2019, which is governed by its Memorandum and Articles of Association, and which is managed by the trustees, who are elected annually at the Annual General Meeting, through the Management

#### **OBJECTIVES AND ACTIVITIES**

Our mission started back in December 2016, when my family and I visited my old school in Freetown, Sierra Leone, and decided to help by sponsoring some children who couldn't pay their fees.

MELROSE PARIS FOUADATION provide help and care that makes a long-lasting difference to children and their parents, by interacting personally at a grass roots level.

MELROSE PARIS FOUADATION working with two schools in Freetown, Sierra Leone. Sponsor a child at High School or Primary School, and receive feedback on your child's progress. Other charitable activities undertaken by Melrose Paris Foundation includes collecting clothes, teaching materials and stationary, books, computers, PC and laptop, printers, videos, DVDs, CDs, toys, and medical supplies, which we distribute to schools, medical facilities and families in need within the Western Area of Freetown, Sierra Leone

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE**

	£
<b>INCOME</b>	
<b>Income resources from generated</b>	
Donations and grants	£7,743
Incoming resources from charitable	0
Memberships	0
Bank interest	0
Other receipts	0
Core funders	0
Investment Income	0
<b>TOTAL INCOME</b>	<b>£7,743</b>
<b>EXPENDITURE</b>	
Account Management Fees	£69
Charitable Activities	£3,268
Governance Costs	£0
<b>TOTAL RESOURCES EXPENDED</b>	<b>£3,337</b>
<b>NET OUTGOING RESOURCES FOR THE YEAR</b>	<b>£4,406</b>
<b>TRANSFERS</b>	
Bank and cash at the start of the period	£0
Prior period adjustment	£0
Bank and cash at the end of the period	£4,406
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>£4,406</b>

**BALANCE SHEET FOR THE YEAR ENDED 31 MARCH 2021**

	£	£
<b>FIXED ASSETS</b>		
Tangible Fixed Assets		£0
<b>CURRENT ASSETS</b>		
Debtors	£0	
Bank and cash	£4,406	
Total Current Asset		£4,406
<b>CREDITORS:</b>		
Amounts falling due within one year		£0
<b>NET CURRENT ASSETS/LIABILITIES</b>		£4,406
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		£4,406
<b>CAPITAL GRANT RESERVE</b>		£0
<b>LONG TERM LIABILITIES</b>		£0
<b>NET ASSETS/(LIABILITIES)</b>		£4,406
Reserves		£4,406

## **TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021**

The trustee have been responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees have also been responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. Small Company Provisions.

This report has been prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies.

In preparing these financial statements, the trustees have;

- Select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP.
- Make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis

Signed on behalf of the trustees on 30 November 2021.

Melrose Paris

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Melrose Paris (Chair)