



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From** 07/02/20 **Period start date To** 31/08/2020 **Period end date**

**Charity name:** The Greenaway Foundation

**Charity registration number:** 1187817

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide help to local children, between 0-17 years of age, of financially challenged families who fly under the radar of getting formal help, either directly to the child/children or to the parents to better the child's welfare. The efforts of the Foundation in supporting each particular case are to be a short rather than a long-term solution.
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	Provide all the ingredients for a family to cook a two-course healthy Christmas dinner. Provide Christmas presents to children. Provide food, school uniforms, travel and assistance with school holidays
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees have been given a bespoke copy of the 'guidance issued by the Charity Commission on the public benefit'. Additional guidance was given by way of a trustees meeting to discuss

## 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	As most of our efforts are completed during the Christmas period, no activities had been completed during the first trading period.

### 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	As of 31/08/2020 there is £790.00 in the bank account
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Money is held on account in case of circumstance arising where the charity needs to be called upon to help
Amount of reserves held	Para 1.22	£790.00
Reasons for holding zero reserves	Para 1.22	None
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

### 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	
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	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	<ol style="list-style-type: none"> <li>1. The trustees agree what skills, experience and knowledge are needed, and write it down in the form of a short job description and person specification.</li> <li>2. The trustees agree responsibilities and a process for recruitment; in doing this, care must be taken to comply with any specific requirements set out in the governing document.</li> <li>3. The trustees must consider the best methods of attracting a diverse range of candidates with the skills the charity needs. This may include advertising in the local and/or specialist press and using trustee brokerage services.</li> <li>4. After compiling a short list of candidates interviews are conducted against an agreed criteria. Interviews are carried out by a small panel of trustees, and each candidate is asked similar questions to ensure a fair and objective approach. Notes are kept of each interview.</li> <li>5. Identified preferred candidates are invited to join the trustees after a democratic majority vote of the existing trustees subject to:</li> <li>6. References and formal vetting.</li> <li>7. The trustees check that the candidates have not been disqualified from acting as trustees, and candidates are asked to confirm in writing that this is the case.</li> </ol>

		<ol style="list-style-type: none"> <li>8. Candidates are asked to consider and declare any existing or potential conflicts of interest.</li> <li>9. Should the role of a particular trustee mean they are coming into contact with children or adults at risk the trustees will seek any appropriate checks from the Disclosure and Barring Service.</li> <li>10. In the light of the checks and declarations, the trustees formalise the appointment of new trustees.</li> </ol>
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#### **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	<ol style="list-style-type: none"> <li>1. The Chair will write to the prospective trustees, setting out their duties and the charity's expectations of them; they are asked to sign and return a copy of the letter.</li> <li>2. The information pack about the charity is sent to new trustees, and a full induction process is arranged. New trustees meet existing trustees and others involved with the charity, such as volunteers and beneficiaries.</li> <li>3. The new trustees attend their first board meeting and are duly welcomed. All relevant parties, such as funders and the charity's solicitors and auditors, are notified of the new appointments.</li> </ol>
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 Greenaway Foundation
Other name the charity uses	N/A
Registered charity number	1187817
Charity's principal address	Boscobel House 109 High Street Crawley West Sussex RH10 1DD

## 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	Darren Greenaway	Chairman, Treasurer		Darren Greenaway
2	Simon Brown	Secretary		Simon Brown
3	Emma Coleman	Trustee		Emma Coleman
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## Corporate trustees – names of the directors at the date the report was approved

Director name		
Darren Greenaway		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Darren Greenaway		
Simon Brown		
Emma Coleman		

## Funds held as custodian trustees on behalf of others

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

### 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)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Darren Greenaway	
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Position (eg Secretary,  
Chair, etc)

Chairman	
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Date

12 <sup>th</sup> June 2020
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name

The Greenaway Foundation

No (if any)

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
07/02/2020

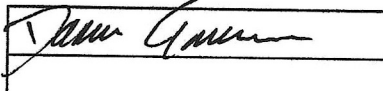
To

Period end date  
30/08/2022

### 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 £
<b>A1 Receipts</b>					
Donations	-	-	-	-	-
sponsors	-	-	-	-	-
Gofundme	-	-	-	-	-
schools	-	-	-	-	-
fundraising	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	-	-	-	-	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	-	-	-	-
<b>A3 Payments</b>					
School Cloathing	-	-	-	-	-
Meals	-	-	-	-	-
Presents	-	-	-	-	-
School	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	-	-	-	-	-
<b>Net of receipts/(payments)</b>	-	-	-	-	-
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-	-
<b>Cash funds this year end</b>	-	-	-	-	-

## 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 £
<b>B1 Cash funds</b>	<div>Bank</div> <div></div> <div></div> <div></div> <div><b>Total cash funds</b></div> <div>(agree balances with receipts and payments account(s))</div>	<div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>OK</div>	<div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>OK</div>	<div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>OK</div>
<b>B2 Other monetary assets</b>	<div>Details</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	<div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div>	<div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div>	<div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div>
<b>B3 Investment assets</b>	<div>Details</div> <div></div> <div></div> <div></div> <div></div> <div></div>	<div>Fund to which asset belongs</div> <div></div> <div></div> <div></div> <div></div> <div></div>	<div>Cost (optional)</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div>	<div>Current value (optional)</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div>
<b>B4 Assets retained for the charity's own use</b>	<div>Details</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	<div>Fund to which asset belongs</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	<div>Cost (optional)</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div>	<div>Current value (optional)</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div>
<b>B5 Liabilities</b>	<div>Details</div> <div></div> <div></div> <div></div> <div></div> <div></div>	<div>Fund to which liability relates</div> <div></div> <div></div> <div></div> <div></div> <div></div>	<div>Amount due (optional)</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>-</div>	<div>When due (optional)</div> <div></div> <div></div> <div></div> <div></div> <div></div>
Signed by one or two trustees on behalf of all the trustees		<div>Signature</div> <div></div>	<div>Print Name</div> <div>Darren Greenaway</div>	<div>Date of approval</div> <div>19/11/2020</div>