

# Overseas Development and Education

## Trustees' Annual Report 2023 - 2024





# OVERSEAS DEVELOPMENT AND EDUCATION (ODE)

Charity Number: 1188338

## Trustees' Annual Report & Financial Statements

for the Period

1<sup>st</sup> July 2023 to 30<sup>th</sup> June 2024





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## Reference & Administration Details

### Charity Details:

**Name:** Overseas Development and Education (ODE)

**Number:** 1188338

**Address:** 12 Brownberrie Gardens, Horsforth, Leeds, LS18 5PS UK

### Trustees of the Charity

Name	Appointed
Mr James A Cape	4 <sup>th</sup> March 2020
Mrs Evelyn D Cape	4 <sup>th</sup> March 2020
Mr Leo James Cape	4 <sup>th</sup> March 2020
Mr John Cape	4 <sup>th</sup> March 2020
Mrs Anne-Marie O'Connor	4 <sup>th</sup> March 2020
Mrs Rosemarie D McDonald	4 <sup>th</sup> March 2020
Mrs Luisa Rigour	17 <sup>th</sup> April 2021
Ms Danielle F Cape	1 <sup>st</sup> April 2023

### Names & Addresses of Advisors

Role	Name	Address
Bank	Virgin Money	94 – 96 Briggate, Leeds LS1 6NP
Bank	Wise	56 Shoreditch High Str., London E1 6JJ

### Names of Trustees, Roles with Delegated Responsibilities

Name	Role
Mr James Anthony Cape	Chair
Mrs Evelyn Donado Cape	Liaison & Communication
Mr John Cape	Finance
Mrs Anne-Marie O'Connor	Secretary
Mrs Rosemarie Donado McDonald	Social Media

## Structure, Governance and Management

### Description of the Charity's Trusts

#### Type of Governing Document:

Constitution

#### How the Charity is Constituted:

Charitable Incorporated Organisation - Foundation Registered 4<sup>th</sup> March 2020

### APPOINTMENT OF TRUSTEES

As set out in the Articles of Association, the maximum number and minimum number, respectively, of the trustees may be determined from time to time by ordinary resolution. Subject to and in default of any such determination the maximum number of trustees is eight and the minimum number of trustees shall be three. New trustees will be appointed and thoroughly vetted prior to appointment by the current trustees. It is not expected that any of the trustees will resign from the charity. There is no formal training programme provided to trustees, however they are briefed on their legal responsibilities and supplied with a copy of the Memorandum and Articles of Association. They are also made aware of external training opportunities and encouraged to participate if appropriate. They commit to uphold the aims, vision, mission and values of the organisation. A list of trustees who served during the financial year ending 30<sup>th</sup> June 2024 is included on page 2 of this report.

### Additional Governance Issues

#### MANAGEMENT OF THE CHARITY

The charity is governed by the board of trustees, which meets three times a year. The composition of the board is monitored on a regular basis to ensure that all members have the necessary skills and expertise to govern the charity. A budget is set annually and submitted to for approval.

**REMUNERATION** The trustees are the key management personnel of the charity, in charge of directing, controlling, running, and operating the charity on a day-to-day basis. All work is voluntary and there is no remuneration.



## Objects

### Statutory Declaration on Public Benefit

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

### Fund Raising

**ODE** raises fund from the public but does not work with professional fundraisers or commercial participators. Additional funding was acquired through the sales of mugs, clothing, beauty soap, buns and cakes.

**Calum O Connor** planned, designed and illustrated an outstanding annual calendar which raised a significant amount of funding for ODE. ODE would like to thank Calum O'Connor and The Well at Wade Street, Lichfield, UK for their wonderful donation. What an amazing achievement. Well Done.

**Lincoln Road Kitchen** A special thank you to the Rochdale and Salford Team for your great donations of cakes which raised essential funds for ODE.

**Louisa's** fundraising event was a great success. Thank you.

**Canal Walk** On June 1<sup>st</sup> a ten-mile sponsored walk was held beside the historic Leeds to Liverpool Canal. The event was processed using Wonderful.org a fee free fundraising platform.





## Executive Summary

### Activities, Achievements & Performance

ODE is a recently formed British charity which was registered on 4th March 2020 in England & Wales. Money has been raised through sponsored walks in the UK as well as through the sale of mugs, clothing and buns. All of the monies and donations raised have been paid out as awards or equipment with a small balance held as a reserve.

The charity has already started to grow, yet despite its size has made a significant impact on the lives of many disadvantaged students, particularly those in remote areas of The Philippines.

This year has seen a period of consolidation and continued to build foundations. The main focus has been the building of relationships, first between the trustees and the Headteachers of the nominated schools and potential future schools. Secondly developing an official core group of Filipino supporters who will act as local representatives. We would also like to develop our new relationship with Freestuff LS 19 which we were able to join in April. Lastly we want to attempt to develop partnerships between schools in The Philippines and the UK. This we believe is the direction for future progress which we would hope to build upon.

The Board of Trustees selected a number of Elementary schools in The Philippines and provided them with some of the resources necessary to improve the quality of their education. Five schools were initially selected, three on and next to the island of Panay, one on the island of Mindanao and one in the mountainous region of Ifugao in the north of the country. This has now increased to seven with an additional school in the Gigantes Islands and a second in Ifugao. The focus of support during 2023 – 2024 has been to target these schools in providing additional resources as the impact of this work has now evidenced improvements in learning. Trustees have agreed to explore additional schools who could benefit from these resources

### Transparency

ODE operates with complete transparency and all money raised, has been used solely for charitable purposes. The charity has no expenses and any work undertaken has been done so on a voluntary basis.

### Local Representatives

ODE continues to work with local representative to follow up and monitor any resources given.

### Trustees

The Trustees would like to place on record their thanks to Louisa Rigor, having completed her term as a trustee, for her generous service and support to ODE

## Schools

The Board of Trustees has decided for the time being to continue to concentrate our work the seven schools we have already been working with. Three of these are on and next to the island of Panay, one on the island of Mindanao and two in the mountainous region of Ifugao in the north of the country.

### Ifugao

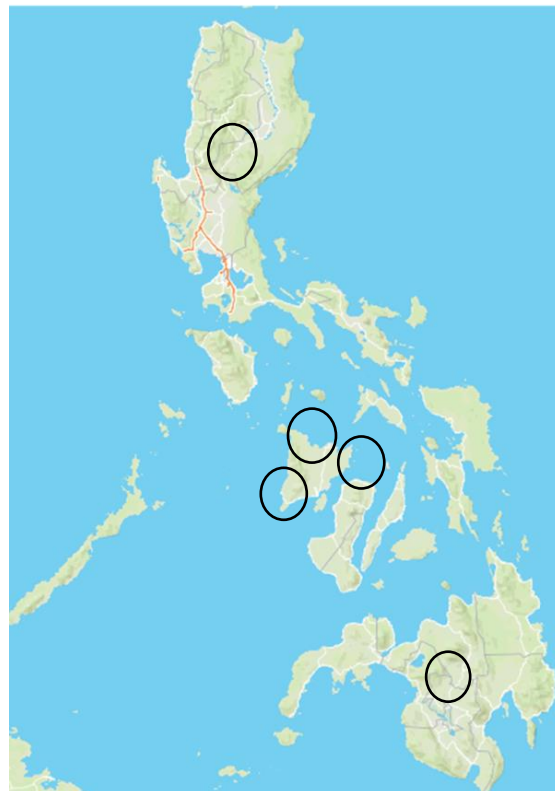
Hucab Elementary School, Kiangan, Ifugao  
Pindongan Elementary School, Kiangan, Ifugao

### Visayas

Pook Elementary School, Kalibo, Aklan  
Igpaho Elementary School, Tubungan, Iloilo  
Langantan Elementary School, Gigantes Sur Island  
Granada Elementary School, Gigantes Norte Island

### Mindanao

Balila Elementary School, Lantapan



A wider range of materials and supplies have been provided during the current report period. These included books, desktops, laptops a projector and other supplies.

During 2023-2024 Trustees have been carefully evaluating the impact of this targeted support. Evidence provided from school leaders, reinforced by personal visits to schools by some Trustees, has confirmed the resources provided by ODE has made a real difference in improving pupils' learning.

## School Impact Feedback

### Igpaho Elementary School, Tubungan, Iloilo, The Philippines

On behalf of 130 learners, 8 teaching personnel, PTA officials and 87 parents, Igpaho Elementary School in the District of Tubungan, I would like to express our deepest gratitude for your untiring support for the past 3 years up to the present. Your donations have already made a difference to the learning of our children.



The TV is now used by the Grade 3 class and the monitor by Grade 6 pupils. Books and dictionaries were placed in the mini library where all pupils can access them during their free time.

These instructional materials have inspired learners resulting in greater impact as well as helping them improve their reading and comprehension skills. Teachers have been supported too so they have helped facilitate pupil's learning.

We are happy to inform you that the results of post assessments of Phil-IRI and CRLA, the number of non-readers, decreased from 13 percent to 4 percent this school year. It simply shows that materials and supplies given to us have had a big impact in improving learners' performance.



## Lantangan Elementary School, Gigantes Sur, The Philippines



The community of Lantangan Elementary School, Gigante Sur, Carles, Iloilo is very thankful and blessed for the support from the ODE Foundation. Thank you so much for the continued support to Lantangan ES. Your donations such as tablets, a desktop computer and books are very useful, bringing joy and interest to the part of the learners. The tablets are used by Kinder to Grade 3 learners which makes learning fun due to the many interactive educational videos and games. Books are placed in their respective mini library corners where they can be used anytime. Learners are exposed to a range of learning materials to further develop their love of reading and study habits. Consequently, we are so happy to inform you that the number of struggling learners has decreased in school. Rest assured that the materials given to school are being directly utilised by the learners to further improve standards in literacy and numeracy. Thank you so much.

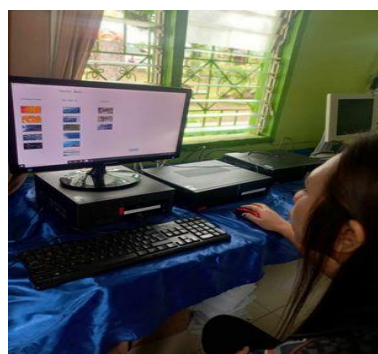






## Balila Elementary School, Lantapan, Bukidnon, The Philippines

Balila ES, Balila, Lantapan, Bukidnon is forever grateful to ODE for the contribution of learning materials. The TV set installed outside as seen in the pictures sent before, provides an avenue for all school learners to surf and watch educational lessons. The displayed books are readily available for all learners which has ignited pupils to read, so further improving their



for kindergarten and lower grades especially the non-readers.

The higher grades pupils explored the 'Scratch' program which has developed their creative thinking skills. This coming school year 2024-25 pupils will continue to maximise the use of the resources from ODE. This is such a rare opportunity to be one of the beneficiaries of ODE where pupils are now more advantaged in their learning.



## Pook Elementary School, Kalibo, Aklan, The Philippines



Mr Joray M Ignacio, Principal of Pook Integrated School, Kalibo presented with tablets to inspire pupils' learning and development. A very special thank you is also due to Ms M Marsland and St. Bede's High School, Lanchester, England for their assistance.



Principal and staff proudly showcase their new computer tablets.

### **Hucab Elementary School, Kiangan, Ifugao, The Philippines**

Feedback and impact of the items donated at Hucab Elementary School

The projector is functioning very efficiently helping teachers in their delivery which inspires learners to listen more attentively. The new books have been an excellent resource as pupils have learned a great deal from the story books. These were used to train participants in oral interpretation and oral retelling, and also for comprehensive skills.

Learners are inspired to read books especially those with drawings for the lower grades. Pupils tell us the story books donated are far more interesting! With the help of these books Hucab Elementary School recently won a competition during a Read a Thon contest. Given a supply of these new and stimulating books, feedback from both teachers and learners confirms, additional reading resources would greatly improve even more pupils reading.

### **Granada Elementary School, Gigantes Norte Island, Granada, Carles, Iloilo, The Philippines**

Granada Elementary School is beyond blessed having ODE as one of our partners for the pupils' journey of chasing and achieving dreams. Books and computer laptops have really increased pupils' engagement in learning. They have made pupils learning enjoyable and fun. A new curriculum will be introduced this coming school year and pupils will experience a range of different learning styles through the use of the technology you have provided.

### **Pindongan Elementary School, Kiangan, Ifugao, The Philippines**

Sincere thanks to ODE for the books and computers sent to school this year. Learners from Kinder-6, have used the books during the reading/remedial instructions. Teachers have also used the resources in reading lessons to develop pupils' reading skills. Noted are the recent outcomes of the Phil Iri tests which confirm pupils have all improved from frustration level to at least instructional C and some independent readers. Computers have also been used effectively and improved pupils technological skills.

## The Future

- ODE will continue to develop deeper relationships with existing and new schools to provide further help with future projects.
- Promote the charity to a range of audiences to highlight its work in the Philippines.
- Liaise with a variety of stakeholders to access resources and materials to support learning in the Philippines.
- Develop a possible educational link between a school in England and the Philippines.
- Continue to raise funding through an annual fund-raising event and other marketing of products e.g. fridge magnets, cups, clothing.

## Web presence & social media

**Website** - <https://www.ode.org.uk>

The Overseas Development and Education website will continue to be improved and regularly updated.

**Facebook** - <https://www.facebook.com/ODEinPh>

ODE has slowly managed to grow an online presence through Facebook. Regular updates can be easily viewed by supporters.

## Fundraising Platforms

We have organised fundraising pages on Wonderful.org and continued to use Shop and Give which provides us with a donation when our supporters use their service.





## Financial Review

### Statement of the Charity's Policy on Reserves

The risk of unforeseen emergency or other unexpected need for funds or finding 'seed-funding' for an urgent project. Aims to set aside £250 initially which would be derived from the sale of merchandise. Surplus funds to be held in OED's bank account.

### Details of Any Funds Materially in Deficit

The Trustees declare that the charity had no funds which were materially in deficit at the date of the statement of assets & liabilities.

### State of the Charity's Finances

#### Restricted/Designated Funds

The Trustees declare that the charity has no restricted or designated funds.

#### Particulars of Any Outstanding Debt

The Trustees declare that the charity has a policy of never operating in a (negative environment) and has no deficit.



## Receipts and Payments for the period 1<sup>st</sup> July 2023 to 30<sup>th</sup> June 2024.

<b>Receipts</b>	<b>Unrestricted Funds</b>	
Balance b/f	£ 1,174	
Donations	£1,817	
Profits from sale of mugs, clothes, soap	£300	
Other Income	£ 38	
<b>Total</b>	£ 3,329	
<b>Payments</b>		
Computers and Equipment		£1,131
Cargo		507
Expenses		0
<b>Total</b>		£1,638
Balance		£1,691
<b>Total</b>	£3,329	£3,329

## Declaration

The Trustees declare that they have approved the above report and authorised that it be signed on their behalf.

Mr J A Cape (Chairman)

Mrs A M O'Connor (Secretary)

## Appendix i Distribution of Resources



## Appendix ii

Locations of the schools can be found using [www.what3words.com](http://www.what3words.com) or the what3words app.

<b>Pook Elementary School, Kalibo, Aklan -</b>	<b>///rating.unfeasible.umpiring</b>
<b>Igpaho Elementary School, Tubungan, Iloilo -</b>	<b>///witness.unfeasible.umpiring</b>
<b>Lantangan Elementary School, Gigantes Sur, Iloilo -</b>	<b>///eggplants.chromatic.stagnates</b>
<b>Granada Elementary School, Gigantes Norte, Iloilo -</b>	<b>///conjures.skinned.ignorant</b>
<b>Balila Elementary School, Lantapan, Bukidnon -</b>	<b>///pledged.trancelike.heiress</b>
<b>Hucab Elementary School, Kiangnan, Ifugao -</b>	<b>///affordably.admitting.misplaced</b>
<b>Pindongan Elementary School, Kiangnan, Ifugao -</b>	<b>///dangerous/unstuffed.dials</b>



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Overseas Development and Education (ODE)

1188338

## Receipts and payments accounts

CC16a

For the period  
from

7/1/2023

To

6/30/2024

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Donations	-	-	-	1,817	1,659
Profits from Sales	-	-	-	300	181
Other Income	-	-	-	38	316
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	-	-	-	2,155	2,156
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	-	-	2,155	2,156
<b>A3 Payments</b>					
Awards	-	-	-	-	1,699
Computers & Computer equipment	-	-	-	1,131	-
Cargo	-	-	-	507	-
Expenses	-	-	-	-	-
Awards	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	1,638	1,699
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	-	-	-	1,638	1,699
<b>Net of receipts/(payments)</b>	-	-	-	517	457
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	1,174	717
<b>Cash funds this year end</b>	-	-	-	1,691	1,174

## 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>	Cash	1,691	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	1,691	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	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	