



## Trustees' Annual Report for the period

1<sup>st</sup> January 2023 to 31<sup>st</sup> December 2023

Charity name: The Charitable Travel Foundation

Charity registration number: 1189531

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The prevention or relief of poverty or financial hardship for the public benefit in disadvantaged communities worldwide where tourism is significant to the local economy, in particular but not exclusively through the provision of grants. The relief of sickness, injury, disease and other suffering for the public benefit in disadvantaged communities worldwide where tourism is significant to the local economy, in particular but not exclusively through the provision of grants. The advancement of vocational education and training for the public benefit in disadvantaged communities worldwide where tourism is significant to the local economy, in particular but not exclusively through the provision of grants.
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	The primary activity of the charity has been, with limited resources, to continue to build infrastructure, to further ensure robust compliance, to further develop marketing and communication, and to build fundraising to ensure funds are available to deliver the public benefit, also outreach to beneficiary parties.
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 regard to the guidance issued by the Charity Commission in respect of the public benefit.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policy on grant making	Para 1.38	The trustees developed a policy of grant making that complies with the approved objects of the charity and was submitted to the Charity Commission in the approved application for registration.
Policy on social investment including program related investment	Para 1.38	Social investment does not form a material part of the charity activities in the view of the trustees.
Contribution made by volunteers	Para 1.38	The charity was entirely run and maintained by trustees in a volunteering capacity in this report period.
Other		

## Achievements and Performance

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>Given the continued impact on resources of being a volunteer run charity, the charity continued through 2023 operating on limited resources. We continued to focus on building the donor and beneficiary project outreach to ensure long term success in delivering the public benefit. In 2023 we supported an initiative in Morocco following the violent earthquake that year. A grant of £10,000 was given via GlobalGiving in the USA to support projects in Morocco involving the provision of emergency relief and long term support to affected communities, supporting villages most affected in mountainous areas, all of which depend on tourism.</p> <p>The initial support was to meet immediate needs for food, fuel, clean water, medicine and shelter before transitioning to focus on recovery efforts led by local, vetted organisations to restore damaged homes, rebuild infrastructure and provide psycho-social and mental health support to survivors.</p>
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### 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	Our objective is to maximise the opportunity for fundraising within our resource.
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 <sup>st</sup> December 2023, £20,241.34 was held in the bank account.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The CIO was created as a fund to be deployed in the instance of communities that depend on tourism whose tourism income has been removed for reasons outside of their control and who do not have access to welfare state provision. Reserves accumulate until projects that fall within the CIO remit are identified for support.
Amount of reserves held	Para 1.22	As of 31 <sup>st</sup> December 2023, funds held in the bank account totalled £20,241.34
Reasons for holding zero reserves	Para 1.22	Not applicable to the period.
Details of fund materially in deficit	Para 1.24	Not applicable to the period.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no concerns held by the trustees about the charity continuing as a going concern.

### 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	The principal source of funds has continued to be corporate and individual donors connected with the travel and tourism industry.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable to the period.
A description of the principal risks facing the charity	Para 1.46	The principal risk to the charity is the continued impact on the principle source of funds from donors connected with the travel industry. The trustees would stress that these do not jeopardise the charity but do delay impact fullness.
Other		

## Structure, Governance and Management

Description of charity's trusts:		Not applicable in this period.
Type of governing document (trust deed, royal charter)	Para 1.25	Governing Document.
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	As per the Governing document the appointment of charity trustees - (1) Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. (2) In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

### 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	These are defined in the governing document as being the provision of (a) a copy of the current version of the constitution/governing document; and (b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity currently had a board of five trustees during this reporting period, one of whom volunteered to support the day to day running of the charity without remuneration. There are no other volunteers or paid staff members.
Relationship with any related parties	Para 1.51	There are no relationships with any other parties.
Other		

## Reference and Administrative details

Charity name	The Charitable Travel Foundation
Other name the charity uses	The Charitable Travel Fund
Registered charity number	1189531
Charity's principal address	Contingent Works Broadway Buildings Elmfield Road Bromley Kent BR1 1LW

**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	Christopher Lee	Chair & Treasurer		
2	Melissa Tilling (deceased 1 <sup>st</sup> July 2024)			
3	Susan Smith			
4	Steven Thompson			
5	Sarah Loftus			
6	Deborah Haw			

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

Director name		
NOT APPLICABLE		

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

Trustee name	Dates acted if not for whole year	
NOT APPLICABLE		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	NOT APPLICABLE
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	NOT APPLICABLE
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	NOT APPLICABLE

## 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

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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	
Full name(s)	CHRISTOPHER LEE
Position (e.g. Secretary, Chair etc)	CHAIR
Date	20 <sup>th</sup> August 2023

## Section A Receipts and payments

### A1 Receipts

Donations

Bank interest

Sub total(Gross income for AR)

A2 Asset and investment sales, (see table).

Sub total

Total receipts

### A3 Payments

Grant donations

Insurance

Monthly account fee (bank)

Expenses

Sub total

A4 Asset and investment purchases, (see table)

Sub total

Total payments

Net of receipts/(payments)

A5 Transfers between funds

A6 Cash funds last year end

Cash funds this year end

## Section B Statement of assets and liabilities at the end of the period



## Categories

B1 Cash funds

B2 Other monetary assets

B3 Investment assets


B4 Assets retained for the charity's own use


B5 Liabilities

Signed by one or two trustees on behalf of all the trustees

Name  
The Charitable Travel Foundation  
Receipts and payments accounts  
For the period from

Period start date  
01/01/23

Unrestricted funds  
to the nearest 

Restricted funds  
to the nearest 

	14600	-
	35	-
-		-
-		-
-		-
-		-
-		-
-		-
	14635	-
-		-
-		-
-		-
	14635	-
-		-
-		-
-		-
	10000	-
	429	-
	60	-
	236	-
-		-
-		-
-		-
-		-
-		-
	10725	-
-		-
-		-
-		-
	10725	-
-		-
	3910	-
-		-
	16331	-
	20241	-

Details

Bank balance as of 31 Dec 23

Total cash funds  
(agree balances with receipts and payments account(s))

Details

Details



Details


Details

Signature  
Sarah Loftus

No (if any)  
1189531

To Period end date  
12/31/23


Endowment funds to the nearest 	Total funds to the nearest 
-	14600
-	35
-	-
-	-
-	-
-	-
-	-
-	-
-	14635
-	-
-	-
-	-
-	14635
-	10000
-	429
-	60
-	236
-	-
-	-
-	-
-	-
-	-
-	10725
-	-
-	-
-	-
-	10725
-	3910
-	-
-	16331
-	20241

Unrestricted funds  
to nearest 


20241

-  
-


20241

OK  
Unrestricted funds  
to nearest 

-  
-  
-  
-  
-  
-

Restricted funds  
to nearest 

-  
-  
-  
-

OK  
Restricted funds  
to nearest 

-  
-  
-  
-  
-  
-

Fund to which asset belongs

Cost (optional)

-  
-  
-  
-  
-

Fund to which asset belongs

Cost (optional)

-  
-  
-  
-  
-  
-  
-  
-


Fund to which liability relates

Amount due (optional)

-  
-  
-  
-  
-

Print Name  
SARAH LOFTUS

CC16a

Last year  
to the nearest 

-  
-  
-  
-  
-  
-  
-  
-  
-

-  
-


-

-  
-  
-  
-  
-  
-  
-  
-  
-  
-  
-


-

-

-  
-  
-  
-

Endowment funds  
to nearest 

- 
- 
- 
- 

OK  
Endowment funds  
to nearest 

- 
- 
- 
- 
- 
- 

Current value (optional)

- 
- 
- 
- 
- 

Current value (optional)

- 
- 
- 
- 
- 
- 
- 
- 
- 

When due (optional)

Date of approval