



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st July 2021 to 30th June 2022

Charity name: Open Palm

Charity registration number: 1190203

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Open Palm's purposes are to advance education and promote racial equality. We achieve this by delivering educational life-skills programmes, improving learning environments and addressing racial inequality. Our mission is to close the opportunity gap for young people so that no one is left behind, regardless of their ethnic or social background.
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	<p>Open Palm (OP) furthers its purposes through three key initiatives:</p> <p>Advancing education</p> <p>(I) Making education more accessible to students, by delivering tech and academic resources to under-funded schools. This improves students' access to learning resources, helps them to better engage with lessons and homework, and improves attainment. This is delivered through our 'Project Spark'.</p> <p>Promoting racial equality</p> <p>(ii) Addressing disparities in income and employment for Black, Mixed Heritage, Asian and Ethnic Minorities, by delivering free life-skills courses that also offer nationally recognised accreditations. These courses equip under-represented and disadvantaged young people for skills for success, thereby improving prospects. This is delivered through our WYZ® courses and related workshops.</p> <p>(iii) Promoting knowledge of different racial groups, in order improve race relations and eliminate racial discrimination. Amplifying voices, tackling negative stereotypes and normalising achievement within Black, Mixed Heritage, Asian and Ethnic Minority communities through awareness initiatives. These include sharing career insights and interviews with changemakers in addition to celebrating everyday people in these communities. These activities help to raise aspirations of ethnically under-represented youths. This is delivered through our Project Enlighten'.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Open Palm's Trustees have had due regard to the guidance issued by the Charity Commission on public benefit. The spirit of this guidance

		is embedded within Open Palm's purpose and values and drives decision-making when considering and delivering initiatives.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	OP does not perform any grant-making activities and as such, it does not have a grant making policy.
Policy on social investment including program related investment	Para 1.38	OP has not made social investments; whilst it applies its funds to further their purposes, they do not aim to make a financial return. Further, OP does not make program related investments (such as granting loans, investing in complex high profile or regeneration projects or pooled funds).
Contribution made by volunteers	Para 1.38	Regular direct debits are made by some of OP's Trustees. The charity has also received the benefit of one-off donations from some volunteers such as through donating Virgin Red points or supporting on their day-to-day shop via Amazon Smile. OP has relied on the dedication and skill of all Trustees and volunteers who support the charity's initiatives. Trustees and volunteers have helped us deliver and execute on numerous key activities, including creating and delivering WYZ® courses, delivering youth workshops, supporting fundraising events, and delivering online events such as OP's one-year anniversary celebration and educational interview segments.
Other		N/A

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During this financial year, we have continued to exceed expectations and have reached over 1,400 young people, in excess of our target, through our free WYZ life-skills programmes. Our focus remains to go into underfunded schools to run workshops and partner with some to donate technology. The positive feedback from the young people and schools, demonstrates that these initiatives are achieving the desired effect and proves that OP is bridging a gap which is invaluable.</p> <p>We have continued to collaborate with firms who have expressed a desire to partner with the Charity. This partnership has enabled us to offer many Career Day and Work Experience opportunities to some of the young people who have completed successfully the WYZ for Work programme.</p> <p>We were able to successfully negotiate our logo to become incorporated onto the ASDAN certificate which is issued to young people who succeed in completing the WYZ programmes.</p> <p>We secured a wonderful opportunity with Google, which has enabled the Charity to utilise SEO marketing services. This has the potential to significantly boost the Brand awareness of the Charity via the adverts posted.</p> <p>We also have a Marketing initiative which is approaching schools in the targeted areas the Charity is seeking to work in. The marketing</p>

		<p>company is positioned to send emails promoting our work to appropriate decision makers, which is proving effective.</p> <p>This year, we started a new initiative and engaged three Youth Ambassadors to volunteer with the Charity. These young people have an important role to play in helping Open Palm to engage with their fellow young people, by using Social media readily understandable to young people like themselves! Interviews and Tik Tok are examples of the direction they are utilising. Typically these Youth Ambassadors will still be in full time education, but they gain from being in the programme as they get an opportunity to gain experience and develop their skills, which can be an invaluable help in their future careers.</p> <p>Our fundraising efforts commenced by promoting Yoga classes as a way to raise funds from the general public. It was the first such venture and was well attended on a weekly basis. The class was aimed at all ages and competence levels so everyone felt included and catered for.</p> <p>We celebrated our 2nd anniversary with a trip to the Bank of England, arranged for young people, to learn from an exhibition which was taking place at the time – The history of the Bank since it's foundation in 1964. This proved to be popular and a good number attended the event. There were Questionnaires and many interactive displays to keep them engaged along with a competition we organised, where the young people were encouraged to design their own Bank note, stating the theme behind the design. The educational event proved to be invaluable and complimented our WYZ programme. Great feedback was received from many who attended.</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	
Investment performance against objectives	Para 1.41	N/A
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Financial donations for the year increased significantly from the prior financial year owing to the support of OPs new partnership organisations and the continued support of many individual donors. During the year, OP transitioned from the now closed Virgin Money Giving to JustGiving, who were able to give a comparable service for a similar price.</p> <p>Donations for the year totalled £49,414 of which:</p> <ul style="list-style-type: none"> • AlixPartners – £25,000 • Capital Group - £5,700 • Charities Aid Foundation - £5,153 • JustGiving - £5,046 • Virgin Money Giving - £3,639 • HSBC - £1,500 • Charles Stanley - £1,300 • Other direct giving - £2,076 <p>Expenses for the period totalled £5,953 of which the largest element related to;</p> <ul style="list-style-type: none"> • IT software (£970) - essential to producing our learning content and automating our operational processes. • Career insight days (£856) -where costs were driven by the increased number of events held during the year. • £782 spent on the cost of accreditations for the WYZ life-skills programmes and online learning platform. <p>OP had no paid staff working for the charity during the year.</p> <p>The year ended with a surplus of £43,461 before a transfer was made to the reserve account. This leaves OP in a strong position to support beneficiaries in 2022/23 where many of them will be squeezed by the on-going cost of living crisis.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>Reserves are that part of OP's unrestricted funds that is freely available to spend on any of the charity's purposes. We maintain free unrestricted reserves:</p> <ul style="list-style-type: none"> • to provide a level of working capital that protects the continuity of our core work • to provide a level of funding for unexpected opportunities • to provide cover for risks such as unforeseen expenditure or unanticipated loss of income. <p>The board of trustees will review the above criteria with reference to our strategy and Annual Plan and determine the target level of free reserves to meet these.</p> <p>The Board of Trustees will at times designate funds from free reserves for significant project costs or replacement of major assets.</p>
Amount of reserves held	Para 1.22	The total reserves held at year end are £66,389. These are entirely unrestricted.
Reasons for holding zero reserves	Para 1.22	N/a
Details of fund materially in deficit	Para 1.24	N/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no matters of material significance to report or any known uncertainties about the charity's ability to continue as a going concern.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Foundation Model Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation (CIO)
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>Trustees are selected based on a range of considerations, including their skillset, experience, interest and commitment. Appointments to the Board are approved by unanimous decision of existing Trustees.</p> <p>Existing Trustees complete an annual skills audit, which is a self-assessment of their existing skillset and any skills gaps. This document is considered by the Trustee Board and gaps are plugged through recruitment (e.g. recruitment of a Trustee or other volunteer(s)) and/or training.</p>

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	Trustees annually reflect on their skills and no less than every 2 years complete a skills assessment. The output of the skills audit is discussed at a Board meeting. Skills gaps are addressed either through training or recruitment of additional volunteers possessing the necessary skillset. Trustees annually complete training, including on the topic of safeguarding; the training content varies each year to ensure a breadth of coverage.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity is run by Trustees, who in turn receive advice from Independent Advisor (covering Governance & Risk matters) and Advisory Group members who support particular initiatives. The charity is run wholly by volunteers. There is a lead volunteer structure covering a range of key areas, from People (HR) to Fundraising. Each lead volunteer has a team of volunteers supporting them, with directional support provided by Trustees unless the lead volunteer is a Trustee. Lead volunteers provide updates to their Trustee champion, who in turn provides visibility and escalates any issues to the Board.
Relationship with any related parties	Para 1.51	The charity collaborates with various organisations, including other youth organisations. However, these relationships are informal. There are no related parties and the charity is not part of a wider organisational group.
Other		N/A

Reference and Administrative details

Charity name	Open Palm
Other name the charity uses	
Registered charity number	1190203

Charity's principal address	86-90 Paul Street London EC2A 4NE
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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	Lynette Emesibe	Trustee & Fundraising Lead	25 April 2021 to present	Sophie McBaiden, Ralph McBaiden
2	Sophie McBaiden	Trustee & Chair	01 July 2020 to present	Ralph McBaiden
3	Ralph McBaiden	Trustee & Treasurer	01 July 2020 to present	Sophie McBaiden
4				
5				
6				

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

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
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
Independent Advisor – Governance & Risk	Raz Hussain	86-90 Paul Street, London, EC2A 4NE
Advisory Group member	Rory Brelsford-Stewart	86-90 Paul Street, London, EC2A 4NE
Advisory Group member	Anthony Oshodi	86-90 Paul Street, London, EC2A 4NE
Advisory Group member	Lorna Strong	86-90 Paul Street, London, EC2A 4NE
Advisory Group member	Sheila Ratnasingham	86-90 Paul Street, London, EC2A 4NE
Advisory Group member	David Waboso	86-90 Paul Street, London, EC2A 4NE
Advisory Group member	Rhiannon Blackmore	86-90 Paul Street, London, EC2A 4NE

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

No staff members applicable – all individuals are volunteers

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A


Other optional information

None

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	RALPH MCBAIDEN	
Position (eg Secretary, Chair, etc)	TRUSTEE	
Date	01/11/2022	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name: Open Palm

No: 1190203

CC16a

Receipts and payments accounts

For the period
from

1st July 2021


To

30th June 2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	49,414	-	-	49,414	26,116
Gifts-in-kind	-	-	-	-	949
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	49,414	-	-	49,414	27,065
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	49,414	-	-	49,414	27,065
A3 Payments					
Charitable activities	1,885	-	-	1,885	1,420
Support costs	4,068	-	-	4,068	1,768
Gifts-in-kind	-	-	-	-	949
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	5,953	-	-	5,953	4,137
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	5,953	-	-	5,953	4,137
Net of receipts/(payments)	43,461	-	-	43,461	22,928
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	22,928	-	-	22,928	-
Cash funds this year end	66,389	-	-	66,389	22,928

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank balance - Main account	46,389	-	-
	Bank balance - Reserve account	20,000	-	-
		-	-	-
	Total cash funds	66,389	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		RALPH MCBAIDEN	10/09/2022	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Open Palm

On accounts for the year
ended

30 June 2022

Charity no
(if any)

1190203

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 June 2022.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

02/03/2023

Name:

Amanda Hall

Relevant professional
qualification(s) or body
(if any):

Address:

Unit 115 Ducie House, Ducie Street

Manchester, M1 2JW

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name: Open Palm

No: 1190203

CC16a

Receipts and payments accounts

For the period
from

1st July 2021

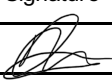
To

30th June 2022

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		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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			-	-
			-	-
			-	-
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			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			RALPH MCBAIDEN	01/11/2022



Section A

Independent Examiner's Report

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members of

Open Palm

On accounts for the year
ended

30 June 2022

Charity no
(if any)

1190203

Set out on pages

(remember to include the page numbers of additional sheets)

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Signed:

Date:

Name:

Amanda Hall

Relevant professional
qualification(s) or body
(if any):

Address:

Unit 115 Ducie House, Ducie Street

Manchester, M1 2JW

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