

# FREETOWN SECONDARY SCHOOL FOR GIRLS EX-PUPILS ASSOCIATION UK AND IRELAND

England & Wales · Charity number 1191039

## Details

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**Other names** FSSGIANS UK

**Status** Registered

**Legal form** CIO

**Registered** 2020-08-26

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

## Contact

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**Address** 68 Bellingham Road  
London  
Se6 2pt  
SE6 2PT

**Phone** 07950128379

**Email** [fssguksec@hotmail.com](mailto:fssguksec@hotmail.com)

**Website** [fssgexpupilsuk.com](http://fssgexpupilsuk.com)

## Activities

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**Objects:** (1) THE ADVANCEMENT OF QUALITY EDUCATION, PARTICULARLY FOR THE PUPILS OF THE FREETOWN SECONDARY SCHOOL FOR GIRLS, SIERRA LEONE.(2) SUPPORT AND ASSIST THE PROVISION OF EDUCATIONAL FACILITIES AND A SAFE LEARNING ENVIRONMENT FOR PUPILS AT THE FREETOWN SECONDARY SCHOOL FOR GIRLS, RESULTING IN IMPROVED PUPILS' OUTCOMES.

**Activities:** THE ADVANCEMENT OF QUALITY EDUCATION, FOR THE PUPILS OF THE FREETOWN SECONDARY SCHOOL FOR GIRLS, SIERRA LEONE. SUPPORT AND ASSIST THE PROVISION OF EDUCATIONAL FACILITIES AND A SAFE LEARNING ENVIRONMENT FOR PUPILS AT THE FREETOWN SECONDARY SCHOOL FOR GIRLS.

## Classification

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- **How:** Provides Other Finance, Provides Services
- **What:** General Charitable Purposes, Education/training
- **Who:** Children/young People

## Geography

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- Sierra Leone
- Throughout England And Wales

## Finances

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| Period end | Income  | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-03-31 | £53,425 | £34,614     | -      | -         |
| 2024-03-31 | £30,115 | £39,184     | -      | -         |
| 2023-03-31 | £34,825 | £43,351     | -      | -         |
| 2022-03-31 | £12,724 | £9,098      | -      | -         |
| 2021-03-31 | £12,173 | £4,536      | -      | -         |

## Trustees

| Name                                | Role  | Appointed  |
|-------------------------------------|-------|------------|
| <b>Sitnah Palmer</b>                | Chair | 2021-07-18 |
| AMELIA ANDERSON                     |       | 2025-05-18 |
| AMORETTE DECKER                     |       | 2021-07-18 |
| ANGELA FUBARA                       |       | 2025-05-18 |
| ELIZABETH JINADU                    |       | 2013-04-01 |
| ELIZABETH MORGAN                    |       | 2025-05-17 |
| Grace Elizabeth Christiana Akinlusi |       | 2021-07-18 |
| ISABELLA SISAY                      |       | 2025-05-18 |
| JOANNA ROBBIN-COKER                 |       | 2025-05-18 |
| JOYCE MAX-MACARTHY                  |       | 2025-05-17 |
| Leona Macauley                      |       | 2025-05-18 |
| MADLYNE HARDING                     |       | 2025-05-18 |
| Madlyne Harding                     |       | 2020-04-18 |
| VICTORIA KAMARA                     |       | 2025-05-18 |
| Vida Joyce Wills                    |       | 2021-07-18 |

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# Accounts

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## Trustees' Annual Report for the period

From 1 April 2024 Period start date to 31 March 2025 Period end date

Charity name: FREETOWN SECONDARY SCHOOL FOR GIRLS EX PUPILS  
ASSOCIATION, UK & IRELAND

Charity registration number: 1191039

## Objectives and Activities

|  | SORP reference     |   |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | The advancement of quality education, particularly for the pupils of the Freetown Secondary School for Girls, Sierra Leone. (2) Support and assist the provision of educational facilities and a safe learning environment for pupils at the Freetown Secondary School for Girls, resulting in improved pupils' outcomes  |
| 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><b>Luncheon Sale</b></p> <p>We had a successful Luncheon Sale on 15 June 2024 that was well attended and we raised a substantial amount (See account).</p> <p><b>Africana Night</b></p> <p>Our Africana night on 21 September 2024 was a huge success despite the low turnout from members. However, we had the support from non-members and it turned out to be one of our most successful events.</p> <p><b>40<sup>th</sup> Anniversary Awujor Launch</b></p> <p>The Association celebrated 40 years since its inception, and the celebration of events was launched at an Awujor (charity with traditional food menu) event. This was the very first of its kind and it was highly subsidized by members. As a result of the generosity from the members, entrance tickets were sold at a very minimal cost as a way of saying thank you to our supporters who supported the association over the past forty years.</p> |

|   |                  |  |
|---|------------------|--|
|   |                  | <p><b>Our 40<sup>th</sup> Thanksgiving Service was deferred to June 2025.</b></p> <p>Thanks to all our members, 40<sup>th</sup> anniversary patrons and supporters for their continued support and donations made towards the above fundraising events.</p> <p>A 40<sup>th</sup> Anniversary Committee was formed and has been working hard to plan all the events to celebrate this big milestone.</p> <p>FSSGians UK &amp; I, has continued with monthly meetings, virtually and we had three face to face meetings which were also successful. We had the privilege to meet with and socialise with some of our senior members who are disadvantaged by technology and have not been able to join in, on our Zoom meetings.</p> <p>Our members continued with their annual subscription and voluntary donations.</p> <p>Trustees are aware of the Charity Commission guidance on public benefit/funds and that none of the income of the charity may be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to any member of the charity. All funds raised are for public benefit.</p> |
| <p>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p> | <p>Para 1.18</p> | <p>Our policies include Code of Conduct (Bye laws), Equal Opportunity and Diversity, Safeguarding, Volunteering, Functions and duties of charity trustees. The charity is managed by the Trustees, headed by the President (Chair) of the organisation. The organisation works in partnership with other alumni branches in Sierra Leone, The Gambia and the United States. The trustees manage the affairs of the charity in good faith and with due regard to the will of members to further the purposes of the CIO. Trustees have a wide range of special knowledge and experience and show due consideration to any major risks that the charity may be exposed to and have established procedures in place to Manage them.</p>   |

### Additional information (optional)

You may choose to include further statements where relevant about:

|  | SORP reference |   |
|--|----------------|---|
| Policy on grant making   | Para 1.38      | N/A   |
| Policy on social investment including program related investment | Para 1.38      | N/A   |
| Contribution made by volunteers                                  | Para 1.38      | The charity is made up of ex-pupils (Alumni) who are volunteers and give up their time, financial contribution and expertise to improve the standard of the organisation and increase our fund-raising efforts. |
| 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      | <b>2024 -2025 in review</b><br><br><b>Fundraising events</b><br><br>This financial year, our three main fundraising events were the Annual Luncheons Sale, Africana Night and the launch of our 40 <sup>th</sup> anniversary celebrations. All were successful and made profits for the association.<br><br><b>Annual returns</b><br><br>We successfully submitted our fourth Annual Returns and within the time frame.<br><br><b>Bank accounts</b><br><br>We are managing three accounts with Metro Bank. We hold two Currents Accounts, one of which is our Subscription Account and the other our main account. The third account is our Savings Account. |

|  |  |  |
|--|--|--|
|  |  | <p><b>Project</b></p> <p>In 2023 we embarked on completing the refurbishment of the Home Economics department which includes the Foods &amp; Nutrition Room and the Clothing &amp; Textiles room.</p> <p>This project was split into two halves due to the financial costs. Phase 1 was the Foods &amp; Nutrition room and this has successfully been completed and the facility has been in use since the handover. Phase 2 was the Clothing &amp; Textiles room and this was completed in 2024.</p> <p>The clothing and Textiles room has been refurbished and will be fully equipped in readiness for when the school curriculum is amended. This room is set up with twenty functional tables, white boards, cupboards, electrical points, and equipment for the pupils to learn dressmaking and take their external exams in. The well-equipped cookery room and needlework room, will give the girls better opportunities and better exams pass grades.</p> <p><b>40<sup>th</sup> Anniversary Celebrations.</b></p> <p>In 2024, we set up an Anniversary committee to plan for 2025 when the association will be celebrating 40 years since inception. This committee worked along side the executive to oversee all the planned events for the celebrations.</p> <p><b>Looking to the Centenary</b></p> <p>January 2026 will see the school celebrate a centenary. FSSGians UK &amp; I has been very involved in the planning, together with our sister branches. There is a lot to do within the school to renovate, refurbish and improve on the infrastructure of the school and FSSGians UK &amp; I have supported financially towards these projects and we have project managed some of these projects. We aim to transform the school for the centenary and this would create better learning environment for the pupils going forward. We also supported the school administration financially by setting up a revolving fund and this has been a joint venture with our sister branches in Freetown,</p> |
|--|--|--|

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|  |  | and in the diaspora to ensure there are enough teachers to teach the pupils. |
|--|--|--|

**Additional information (optional)**

You may choose to include further statements where relevant about:

|  |           |            |
|--|-----------|------------|
| Achievements against objectives set                          | Para 1.41 | <b>N/A</b> |
| Performance of fundraising activities against objectives set | Para 1.41 | <b>N/A</b> |
| Investment performance against objectives                    | Para 1.41 | <b>N/A</b> |
| Other  |           | <b>N/A</b> |

## Financial Review

|  |           |   |
|--|-----------|---|
| Review of the charity's financial position at the end of the period              | Para 1.21 | FSSGians UK & Ireland CIO maintains a healthy financial position at the end of the financial period as we continue to fundraise through the global financial difficulties.  |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | The objective of our Charity is to aid our school in Freetown. Most of our income is designated for projects such as the maintenance of buildings and other facilities, improvement to the educational development of the students through provision of adequate teaching equipment. We aim to retain sufficient reserves for our fundraising events, unforeseen circumstances and sustainability and, to enable Trustees to respond rapidly to urgent matters or requests from the school in Freetown. |
| Amount of reserves held  | Para 1.22 | £   |
| 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 | N/A   |

### 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 | Donations from well-wishers, supporters and members. The CIO organizes a Thanksgiving Service, Luncheon Sale and an Africana Buffet dance annually. However, for this financial year we moved our Annual Thanksgiving Service to June 2025. We also sold merchandise such as material, caps, polo shirts and scarves which were commissioned for our 40 <sup>th</sup> Anniversary celebrations. |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | N/A   |
| A description of the principal risks facing the charity                         | Para 1.46 | N/A   |
| Other   |           | N/A   |

## Structure, Governance and Management

|   |           |   |
|---|-----------|---|
| Description of charity's trusts:  |           |   |
| Type of governing document<br>(trust deed, royal charter)   | Para 1.25 | A Constitution  |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)  | Para 1.25 | CHARITY INCORPORATED ORGANISATION (ASSOCIATION)   |
| 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 | Trustees are appointed or re-appointed at the Annual General Meeting.<br><br>The term of office for each elected Trustee is two years. A Trustee shall hold the same office for no more than two consecutive terms. |

### 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 | The charity trustees will make available to each new charity trustee, on or before his or her first appointment:<br><br>(a) a copy of this constitution and any amendments made to it; and<br>(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 | FSSGians UK & Ireland is managed by the Trustees and Executives. The organisational structure is as follows:<br><br>President / Chair Trustee<br>Vice President /Trustee<br>General Secretary /Trustee<br>Assistant General Secretary / Trustee<br>Treasurer /Trustee<br>Assistant Treasurer /Trustee<br>Social Secretary /Trustee<br>Assistant Secretary / Trustee<br>Publicity Officer / Trustee<br>Assistant Publicity Officer / Trustee<br>Pastoral Officers x 2<br>Ex-Officios x 4 |
| Relationship with any related parties   | Para 1.51 | FSSGians UK work in collaboration with our sister branches in the Diaspora; the school in Freetown; the Board of Trustees and the Board of Governors in Freetown. The Diaspora presidents meets monthly.  |

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| Other |  |  |

## Reference and Administrative details

|                             |  |
|-----------------------------|--|
| Charity name                | Freetown Secondary School for Girls Ex-Pupils Association UK and Ireland |
| Other name the charity uses | FSSGians UK & Ireland  |
| Registered charity number   | 1191039  |
| Charity's principal address | 68 BELLINGHAM ROAD<br>London<br><br>SE6 2PT                              |
|                             |  |

## 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  | Madlyne Harding                        | President / Chair<br>Trustee             |                                   |   |
| 2  | Sitnah Palmer                          | Vice President /<br>Trustee              |                                   |   |
| 3  | Grace Elizabeth<br>Christiana Akinlusi | Treasurer / Trustee                      |                                   |   |
| 4  | Angela Fubara                          | Assistant Treasurer /<br>Trustee         |                                   |   |
| 5  | Harolda C.E.O.<br>Williams-Babin       | General Secretary /<br>Trustee           |                                   |   |
| 6  | Amorette Decker                        | Assistant Secretary /<br>Trustee         |                                   |   |
| 7  | Kadijatu McEwen                        | Social Secretary /<br>Trustee            |                                   |   |
| 8  | Isabella Dixon-<br>Williams            | Publicity Officer /<br>Trustee           |                                   |   |
| 9  | Willis Olu-Williams                    | Assistant Publicity<br>Officer / Trustee |                                   |   |
| 10 | Reverend Bernice<br>Lemon-Thomas       | Pastoral Officer /<br>Trustee            |                                   |   |
| 11 | Vida Wills                             | Pastoral / Trustee                       |                                   |   |
| 12 | Elizabeth Jinadu                       | Trustee                                  |                                   |   |
| 13 | Adekemi Bull                           | Trustee                                  |                                   |   |
| 14 | Doris Crompton-<br>Thomas              | Trustee                                  |                                   |   |
| 15 |  |  |                                   |   |
| 16 |  |  |                                   |   |

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|----|--|--|--|
| 17 |  |  |  |
| 18 |  |  |  |
| 19 |  |  |  |
| 20 |  |  |  |

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

| Director name |  |  |
|---------------|--|--|
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |

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

| Trustee name | Dates acted if not for whole year |  |
|--------------|-----------------------------------|--|
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |

**Funds held as custodian trustees on behalf of others**

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

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

| Type of adviser | Name | Address |
|-----------------|------|---------|
|-----------------|------|---------|

|  |  |  |
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|  |  |  |
|  |  |  |

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

|  |                  |  |
|--|------------------|--|
| <b>Signature(s)</b>                        | <i>M Harding</i> |  |
| <b>Full name(s)</b>                        | Madlyne Harding  |  |
| <b>Position (eg Secretary, Chair, etc)</b> | Chair            |  |
| <b>Date</b>                                | 29/12/2025       |  |

FREETOWN SECONDARY SCHOOL FOR GIRLS EX-PUPILS ASSOCIATION UK & I

Statement of Financial Activities for year ending 31st March 2025

Charity Reg . No. 1191039

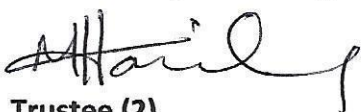
|  | Year ending<br>31 March<br>2025 | Year ending<br>31 March<br>2024 |
|--|---------------------------------|---------------------------------|
| <b>INCOMING RESOURCES</b>                    |                                 |                                 |
| Fundraising Events                           | 29,909                          | 22,735                          |
| Donations                                    | 8,736                           | 5,347                           |
| Merchandise                                  | 13,921                          | 1,939                           |
| Other Receipts                               | 859                             | 94                              |
| <b>Total Income</b>                          | <b>53,425</b>                   | <b>30,115</b>                   |
| <b>EXPENSES</b>                              |                                 |                                 |
| Fundraising Events expenses                  | 14,987                          | 14,171                          |
| Benevolence & Donations                      | 1,145                           | 590                             |
| Direct Support for School                    | 9,106                           | 22,467                          |
| Merchandise costs                            | 8,101                           | 599                             |
| Governance & Administration                  | 1,275                           | 1,358                           |
| <b>Total Expenses</b>                        | <b>34,614</b>                   | <b>39,185</b>                   |
| <b>Excess of Income Over Expenses</b>        | <b>18,811</b>                   | <b>- 9,070</b>                  |
| <b>Opening Balance B/Fwd</b>                 | <b>21,218</b>                   | <b>30,288</b>                   |
| <b>Closing Balance C/Fwd 31st March 2025</b> | <b>40,029</b>                   | <b>21,218</b>                   |

Approved by the Trustees and signed on their behalf on 18th May 2025

Trustee (1)

Sign

Name Madlyne Harding



Trustee (2)

Sign



Name ANGELA FUBARA

## **Independent examiner's report To the trustees of FSSG Ex Girls Association UK & Ireland**

I report to the trustees on my examination of the accounts of FSSG Ex Girls Association UK & Ireland for the year ended 31 March 2025.

### **Responsibilities and basis of the report**

As the charity trustees of FSSG Ex Girls Association UK & Ireland, 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 charity'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.

### **Independent examiner's statement**

In connection with my examination, No matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 the Charities Act 2011; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Charity acts and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent Examiner.

*A.G. Davies*

Alex Davies

Community Accounting Support Project

702 High Road Leyton

London E10 6JP

Date 1<sup>st</sup> August 2025

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# Accounts

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## Trustees' Annual Report for the period

From 1 April 2023 Period start date To 31 March 2024 Period end date

Charity name: FREETOWN SECONDARY SCHOOL FOR GIRLS EX PUPILS  
ASSOCIATION, UK & IRELAND

Charity registration number: 1191039

## Objectives and Activities

|  | SORP reference     |   |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | The advancement of quality education, particularly for the pupils of the Freetown Secondary School for Girls, Sierra Leone. (2) Support and assist the provision of educational facilities and a safe learning environment for pupils at the Freetown Secondary School for Girls, resulting in improved pupils' outcomes  |
| 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 | <b>Luncheon Sale</b><br><br>We had a successful Luncheon Sale on 10 June 2023 that was well attended and we raised a substantial amount (See account).<br><br><b>Africana Night</b><br><br>Our Africana night on 23 September 2023 was a huge success despite the low turnout from members. However, we had the support from non-members and it turned out to be one of our most successful events.<br><br><b>Thanksgiving Service</b><br><br>Our 39 <sup>th</sup> Annual Thanksgiving Service on 21 January 2024, celebrating our Alma mater's 98 <sup>th</sup> anniversary was conducted in person at St Giles Church, Camberwell. This was a successful event.<br><br>Thanks to all our members, patrons and supporters for their continued support and donations made towards the above fundraising events. |

|  |           |  |
|--|-----------|--|
|  |           | <p>We continued with our monthly meetings, virtually and we had three face to face meetings which were also successful. We had the privilege to meet with and socialise with some of our senior members who are disadvantaged by technology and have not been able to join in, on our Zoom meetings.</p> <p>Our members continued with their annual subscription and voluntary donations.</p> <p>Trustees are aware of the Charity Commission guidance on public benefit/funds and that none of the income of the charity may be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to any member of the charity. All funds raised are for public benefit.</p>                       |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | <p>Our policies include Code of Conduct (Bye laws), Equal Opportunity and Diversity, Safeguarding, Volunteering, Functions and duties of charity trustees. The charity is managed by the Trustees, headed by the President (Chair) of the organisation. The organisation works in partnership with other alumni branches in Sierra Leone, The Gambia and the United States. The trustees manage the affairs of the charity in good faith and with due regard to the will of members to further the purposes of the CIO. Trustees have a wide range of special knowledge and experience and show due consideration to any major risks that the charity may be exposed to and have established procedures in place to Manage them.</p> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|  | SORP reference |   |
|--|----------------|---|
| Policy on grant making   | Para 1.38      | <b>N/A</b>  |
| Policy on social investment including program related investment | Para 1.38      | <b>N/A</b>  |
| Contribution made by volunteers                                  | Para 1.38      | The charity is made up of ex-pupils (Alumni) who are volunteers and give up their time, financial contribution and expertise to improve |

|       |  |   |
|-------|--|---|
|       |  | the standard of the organisation and increase our fund-raising efforts. |
| 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      | <p><b>2023 -2024 in review</b></p> <p><b>Fundraising events</b></p> <p>Our three main fundraising events i.e. Luncheons Sale, Africana Night and Thanksgiving were all successful and made profits for the association.</p> <p><b>Annual returns</b></p> <p>We successfully submitted our third Annual Returns and within the time frame.</p> <p><b>Bank accounts</b></p> <p>We are managing three accounts with Metro Bank. We hold two Currents Accounts, one of which is our Subscription Account and the other our main account. The third account is our Savings Account.</p> <p><b>Project</b></p> <p>In March 2023, we embarked on refurbishing and equipping the Foods &amp; Nutrition room and the Clothing &amp; Textiles room as our identified project in the school. The refurbishment has been completed and the pupils now have a well-equipped Foods room to do their practicals and external examinations.</p> <p>This project was split into two halves due to the financial costs. Phase 1 was the Foods &amp; Nutrition room and this has successfully been completed. Phase 2 was the Clothing &amp; Textiles room which is also now completed.</p> <p>I can proudly say we have completed the Foods &amp; Nutrition room. We replaced the entire roof of the wing starting from the Cookery room to</p> |

|  |  |  |
|--|--|--|
|  |  | <p>the Library. The interior rooms were also refurbished and now equipped with both electric and gas cookers; Deep freezers; gas cylinders; Microwaves; work station tables; white boards etc. We added extra security measures to the doors and windows and furnished the store.</p> <p>The completed Foods and Nutrition room was formally handed to the school and has been in use by the students since September 2023.</p> <p>The clothing and Textiles room has also been refurbished and almost fully equipped. This room is set up with twenty functional tables, white boards, cupboards, electrical points, and equipment for the pupils to learn dressmaking and take their external exams in. The well-equipped cookery room and needlework room, will give the girls better opportunities and better exams pass grades.</p> <p><b>Benevolent Fund guidelines</b></p> <p>March 2023 – Benevolent Fund Guidelines was completed and formally ratified at AGM.</p> <p>We continued to support the school financially in collaboration with our sister branches in Freetown, and in the diaspora.</p> |
|--|--|--|

**Additional information (optional)**

You may choose to include further statements where relevant about:

|  |           |            |
|--|-----------|------------|
| Achievements against objectives set                          | Para 1.41 | <b>N/A</b> |
| Performance of fundraising activities against objectives set | Para 1.41 | <b>N/A</b> |
| Investment performance against objectives                    | Para 1.41 | <b>N/A</b> |
| Other  |           | <b>N/A</b> |

## Financial Review

|  |           |   |
|--|-----------|---|
| Review of the charity's financial position at the end of the period              | Para 1.21 | FSSGians UK & Ireland CIO maintains a healthy financial position at the end of the financial period as we continue to fundraise through the global financial difficulties.  |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | The objective of our Charity is to aid our school in Freetown. Most of our income is designated for projects such as the maintenance of buildings and other facilities, improvement to the educational development of the students through provision of adequate teaching equipment. We aim to retain sufficient reserves for our fundraising events, unforeseen circumstances and sustainability and, to enable Trustees to respond rapidly to urgent matters or requests from the school in Freetown. |
| Amount of reserves held  | Para 1.22 | <b>£8</b>   |
| Reasons for holding zero reserves  | Para 1.22 | <b>N/A</b>  |
| Details of fund materially in deficit  | Para 1.24 | <b>N/A</b>  |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | <b>N/A</b>  |

### 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 | Donations from well-wishers, supporters and members. The CIO organizes a Thanksgiving Service, a Luncheon Sale and an Africana Buffet dance annually. However, for this financial year we were only able to hold our Annual Thanksgiving Service and participated in the Global virtual Gala and virtual Thanksgiving Service. |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | <b>N/A</b>   |
| A description of the principal risks facing the charity                         | Para 1.46 | <b>N/A</b>   |
| Other   |           | <b>N/A</b>   |

## Structure, Governance and Management

|   |           |   |
|---|-----------|---|
| Description of charity's trusts:  |           |   |
| Type of governing document (trust deed, royal charter)  | Para 1.25 | A Constitution  |
| How is the charity constituted? (e.g unincorporated association, CIO)   | Para 1.25 | CHARITY INCORPORATED ORGANISATION (ASSOCIATION)   |
| 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 | Trustees are appointed or re-appointed at the Annual General Meeting.<br><br>The term of office for each elected Trustee is two years. A Trustee shall hold the same office for no more than two consecutive terms. |

### 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 | The charity trustees will make available to each new charity trustee, on or before his or her first appointment:<br><br>(a) a copy of this constitution and any amendments made to it; and<br>(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 | FSSGians UK & Ireland is managed by the Trustees and Executives. The organisational structure is as follows:<br><br>President / Chair Trustee<br>Vice President /Trustee<br>General Secretary /Trustee<br>Assistant General Secretary / Trustee<br>Treasurer /Trustee<br>Assistant Treasurer /Trustee<br>Social Secretary /Trustee<br>Assistant Secretary / Trustee<br>Publicity Officer / Trustee<br>Assistant Publicity Officer / Trustee<br>Pastoral Officers x 2<br>Ex-Officios x 4 |
| Relationship with any related parties   | Para 1.51 | FSSGians UK work in collaboration with our sister branches in the Diaspora; the school in Freetown; the Board of Trustees and the Board of Governors in Freetown. The Diaspora presidents meets monthly.  |
| Other   |           |   |

## Reference and Administrative details

|                             |  |
|-----------------------------|--|
| Charity name                | Freetown Secondary School for Girls Ex-Pupils Association UK and Ireland |
| Other name the charity uses | FSSGians UK & Ireland  |
| Registered charity number   | 1191039  |
| Charity's principal address | 68 BELLINGHAM ROAD<br>London<br><br>SE6 2PT                              |
|                             |  |

## 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  | Madlyne Harding                        | President / Chair<br>Trustee             |                                   |   |
| 2  | Sitnah Palmer                          | Vice President /<br>Trustee              |                                   |   |
| 3  | Grace Elizabeth<br>Christiana Akinlusi | Treasurer / Trustee                      |                                   |   |
| 4  | Angela Fubara                          | Assistant Treasurer /<br>Trustee         |                                   |   |
| 5  | Harolda C.E.O.<br>Williams-Babin       | General Secretary /<br>Trustee           |                                   |   |
| 6  | Amorette Decker                        | Assistant Secretary /<br>Trustee         |                                   |   |
| 7  | Kadijatu McEwen                        | Social Secretary /<br>Trustee            |                                   |   |
| 8  | Isabella Dixon-<br>Williams            | Publicity Officer /<br>Trustee           |                                   |   |
| 9  | Willis Olu-Williams                    | Assistant Publicity<br>Officer / Trustee |                                   |   |
| 10 | Reverend Bernice<br>Lemon-Thomas       | Pastoral Officer /<br>Trustee            |                                   |   |
| 11 | Vida Wills                             | Pastoral / Trustee                       |                                   |   |
| 12 | Elizabeth Jinadu                       | Trustee                                  |                                   |   |
| 13 | Adekemi Bull                           | Trustee                                  |                                   |   |
| 14 | Doris Crompton-<br>Thomas              | Trustee                                  |                                   |   |
| 15 |  |  |                                   |   |
| 16 |  |  |                                   |   |
| 17 |  |  |                                   |   |
| 18 |  |  |                                   |   |
| 19 |  |  |                                   |   |
| 20 |  |  |                                   |   |

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

| Director name |  |  |
|---------------|--|--|
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year |  |
|--------------|-----------------------------------|--|
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |

**Funds held as custodian trustees on behalf of others**

|   |  |
|---|--|
| Description of the assets held in this capacity   |  |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity’s objects |  |
| Details of arrangements for safe custody and segregation of such assets from the charity’s own assets                         |  |

**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

|  |
|--|
|  |
|--|

**Other optional information**

|  |
|--|
|  |
|--|

**Declarations**

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

Signed on behalf of the charity's trustees

|  |                  |  |
|--|------------------|--|
| <b>Signature(s)</b>                        | <i>M Harding</i> |  |
| <b>Full name(s)</b>                        | Madlyne Harding  |  |
| <b>Position (eg Secretary, Chair, etc)</b> | Chair            |  |
| <b>Date</b>                                | 23/11/2024       |  |

FREETOWN SECONDARY SCHOOL FOR GIRLS EX-PUPILS ASSOCIATION UK&I  
STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDING 31st MARCH 2024  
Charity Reg.no. 1191039

|  | Year ending<br>31 March<br>2024 |                         | Year ending<br>31 March<br>2023 |                         |
|--|---------------------------------|-------------------------|---------------------------------|-------------------------|
|  | £                               |                         | £                               | £                       |
| <b>INCOMING RESOURCES</b>                      |                                 |                         |                                 |                         |
| <b>Fundraising Events</b>                      |                                 |                         |                                 |                         |
| Thanksgiving                                   | 5,783.46                        |                         | 5,149.50                        |                         |
| Luncheon Sale June 2022 & JUNE 2023            | 3,706.61                        |                         | 4,969.00                        |                         |
| Africana Night September 2022 & SEPT 2023      | 13,245.45                       | <b>22,735.52</b>        | 17,330.87                       | <b>27,449.37</b>        |
| <b>Donations</b>                               |                                 |                         |                                 |                         |
| Members subscriptions                          | 3,917.00                        |                         | 2,940.00                        |                         |
| Direct Donations for Home Economics Project    | 1,430.00                        | <b>5,347.00</b>         | -                               | <b>2,940.00</b>         |
| <b>Sales From Merchandise</b>                  |                                 |                         |                                 |                         |
| Hatbands, Masks, Badges & Tshirts              | 1,938.50                        |                         | 3,277.00                        |                         |
|  |                                 | <b>1,938.50</b>         |                                 | <b>3277.00</b>          |
| <b>Other Receipts</b>                          |                                 |                         |                                 |                         |
| Bank Interest received                         | 93.95                           |                         | 58.22                           |                         |
| Prior year debt recovered                      | -                               |                         | 526.00                          |                         |
|  |                                 | <b>93.95</b>            |                                 | <b>584.22</b>           |
| <b>Total Receipts for the Year</b>             |                                 | <b><u>30,114.97</u></b> |                                 | <b><u>34,250.59</u></b> |
| <b>EXPENSES</b>                                |                                 |                         |                                 |                         |
| <b>Direct Fundraising Expenses</b>             |                                 |                         |                                 |                         |
| Thanksgiving                                   | 4,045.68                        |                         | 2,877.34                        |                         |
| Luncheon Sale June 2022                        | 2,481.46                        |                         | 2,584.72                        |                         |
| Africana Night September inc deposit £750      | 7,643.78                        | <b>14,170.92</b>        | 10,182.72                       | <b>15,644.78</b>        |
| <b>MEMBERSHIP, BENEVOLENCE &amp; DONATIONS</b> |                                 |                         |                                 |                         |
| Benevolent donations                           | 590.00                          |                         | 429.92                          |                         |
| Donation to other organisations                | -                               | <b>590.00</b>           | 410.00                          | <b>839.92</b>           |
| <b>Direct Support To School</b>                |                                 |                         |                                 |                         |
| School refurbishment                           | 22,467.00                       | <b>22,467.00</b>        | 18,000.00                       | <b>18,000.00</b>        |
| <b>Cost of Merchandise on sale</b>             |                                 |                         |                                 |                         |
| Hatbands, Badges & Face masks/ Tokens          | 350.00                          |                         | 7,660.00                        |                         |
| T-Shirts                                       | 249.00                          | <b>599.00</b>           | -                               | <b>7,660.00</b>         |
| <b>Management &amp; Admin Expenses</b>         |                                 |                         |                                 |                         |
| Bank charges                                   | 25.00                           |                         | 25.00                           |                         |
| Website & Email fees                           | 489.44                          |                         | 141.75                          |                         |
| Zoom charges add error l/year                  | 543.43                          |                         | 115.06                          |                         |
| Hall Hire for meetings                         | 300.00                          | <b>1,357.87</b>         | 350.00                          | <b>631.81</b>           |
| <b>TOTAL EXPENDITURE FOR THE YEAR</b>          |                                 | <b><u>39,184.79</u></b> |                                 | <b><u>42,776.51</u></b> |
| <b>Excess of Income Over Expenses</b>          | -                               | <b>9,069.82</b>         | -                               | <b>8,525.92</b>         |
| <b>Opening Balance B/Fwd</b>                   |                                 | <b>30,287.95</b>        |                                 | <b>38,813.87</b>        |
| <b>Closing Balance C/Fwd 31st March 2024</b>   |                                 | <b><u>21,218.13</u></b> |                                 | <b><u>30,287.95</u></b> |

**Statement of Total Assets of the FSSG Ex Pupil's Association at 31st March 2024**

|   |   |                         |                         |
|---|---|-------------------------|-------------------------|
| Metro Bank Community Current account        | 1 | 2,240.81                | 13,175.57               |
| Metro Bank Community Current account        | 2 | 9,482.91                | 7,362.91                |
| Metro Bank Community Instant access account | 3 | 8,918.41                | 8,824.70                |
| Closing Natv West Accounts                  | 4 | -                       | 348.77                  |
| PayPal account                              | 5 | 576.00                  | 576.00                  |
|   |   | <b><u>21,218.13</u></b> | <b><u>30,287.95</u></b> |

Approved by the Trustees on  
9th Sept 2024 And signed on their behalf by

Signed *MHarding*  
Madlyne Harding  
Trustee and Chair

Signed ...A Fubara.....  
Angela Fubara  
Trustee

**Report of the Independent Examiner to the members of Freetown Secondary School for Girls  
Ex-Pupils Association UK & Ireland**

**Re: FINAL ACCOUNTS FOR THE YEAR TO THE 31st MARCH 2024**

I have examined the accounts of the Freetown Secondary School for Girls Ex- Pupils Association which have been prepared on a Receipts & Payments basis for the year to 31<sup>st</sup> March 2024

It is my responsibility to examine the accounts without performing an audit and to report to the Trustees

**Respective responsibilities of the Trustees**

The Trustees are responsible for the preparation of the accounts.

They are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity and which enables them to ensure that the Accounts comply with the regulations under section 43 (7) (b) of the charities Act 2011.

They are responsible for safeguarding the assets (Its Cash & Bank Accounts & its debtors) and hence for taking reasonable steps to prevent and detect errors fraud or other irregularities

**Independent Examiner's statement.**

Based on my examination Nothing has come to my attention which gives me reasonable cause to believe that, in any material respect,

The requirements to

1, Keep proper accounting records in accordance with section 130 of the charities Act 2011

2, Prepare accounts which agree with the accounting records and comply with accounting requirements have not been met.

And I express my satisfaction that the records kept are in agreement with this Accounts

Independent Examiner

*AG Davies*

Alex Davies

CASP Project

702 High Road

Leyton

London E10,6JP

Dated 9<sup>th</sup> Sept 2024

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# Accounts

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# Trustees' Annual Report for the period

|      |                   |       |      |    |                 |       |      |
|------|-------------------|-------|------|----|-----------------|-------|------|
| From | Period start date |       |      | To | Period end date |       |      |
|      | 01                | April | 2022 |    | 31              | March | 2023 |

## Section A Reference and administration details

|   |   |
|---|---|
| <b>Charity name</b>                       | FREETOWN SECONDARY SCHOOL FOR GIRLS EX-PUPILS ASSOCIATION, UK & IRELAND |
| <b>Other names charity is known by</b>    | FSSGIANS UK   |
| <b>Registered charity number (if any)</b> | 1191039   |
| <b>Charity's principal address</b>        | 68 BELLINGHAM ROAD<br>LONDON<br><br>Postcode SE6 2PT                    |

### 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  | Madlyne Harding                        | President / Chair<br>Trustee             |                                   | Annual General Meeting and Elections                          |
| 2  | Sitnah Palmer                          | Vice President /<br>Trustee              |                                   | Annual General Meeting and Elections                          |
| 3  | Grace Elizabeth<br>Christiana Akinlusi | Treasurer Trustee                        |                                   | Annual General Meeting and Elections                          |
| 4  | Angela Fubara                          | Assistant Treasurer<br>Trustee           |                                   | Annual General Meeting and Elections                          |
| 5  | Harolda C. E. O.<br>Williams-Babin     | General Secretary /<br>Trustee           |                                   | Annual General Meeting and Elections                          |
| 6  | Amorette Decker                        | Assistant General<br>Secretary / Trustee |                                   | Annual General Meeting and Elections                          |
| 7  | Kadijatu McEwen                        | Social Secretary /<br>Trustee            |                                   | Annual General Meeting and Elections                          |
| 8  | Jasmil Cole Smith                      | Assistant Social<br>Secretary / Trustee  |                                   | Annual General Meeting and Elections                          |
| 9  | Leona Macauley                         | Publicity Officer /<br>Trustee           |                                   | Annual General Meeting and Elections                          |
| 10 | Willia Olu-Williams                    | Assistant Publicity<br>Officer / Trustee |                                   | Annual General Meeting and Elections                          |
| 11 | Reverend Bernice<br>Lemon-Thomas       | Pastoral Office /<br>Trustee             |                                   | Annual General Meeting and Elections                          |
| 12 | Vida Wills                             | Pastoral Officer /<br>Trustee            |                                   | Annual General Meeting and Elections                          |
| 13 | Adekemi Bull                           | Trustee                                  |                                   | Annual General Meeting and Elections                          |
| 14 | Elizabeth Jinadu                       | Trustee                                  |                                   | Annual General Meeting and Elections                          |
| 15 | Doris Crompton-<br>Thomas              | Trustee                                  |                                   | Annual General Meeting and Elections                          |

|    |  |  |  |
|----|--|--|--|
| 16 |  |  |  |
| 17 |  |  |  |
| 18 |  |  |  |
| 19 |  |  |  |
| 20 |  |  |  |

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
|      |                                   |
|      |                                   |
|      |                                   |

**Names and addresses of advisers (Optional information)**

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

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

|  |
|--|
|  |
|--|

## Section B Structure, governance and management

**Description of the charity's trusts**

|   |  |
|---|--|
| Type of governing document<br>(eg. trust deed, constitution)        | CONSTITUTION   |
| How the charity is constituted<br>(eg. trust, association, company) | CHARITY INCORPORATED ORGANISATION (ASSOCIATION)  |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Trustees are appointed or re-appointed at the biennial Annual General Meeting. The term of office for each elected Trustee shall be two years. A Trustee shall hold the same office for no more than two consecutive terms |

**Additional governance issues (Optional information)**

|  |  |
|--|--|
| <p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage</li> </ul> | <p>Our policies include Code of Conduct (Bye laws), Equal Opportunity and Diversity, Safeguarding, Volunteering, Functions and duties of charity trustees. The charity is managed by the Trustees, headed by the President (Chair) of the organisation. The organisation works in partnership with other alumni branches in Sierra Leone, The Gambia and the United States. The trustees manage the affairs of the charity in good faith and with due regard to the will of members to further the purposes of the CIO. Trustees have a wide range of special knowledge and experience and show due consideration to any major risks that the charity may be exposed to and have established procedures in place to Manage them.</p> |
|--|--|

them.

## Section C

## Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The advancement of quality education, particularly for the pupils of the Freetown Secondary School for Girls, Sierra Leone. (2) Support and assist the provision of educational facilities and a safe learning environment for pupils at the Freetown Secondary School for Girls, resulting in improved pupils' outcomes

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

### **Luncheon Sale**

We had a successful Luncheon Sale on 11 June 2022 that was well attended and we raised a substantial amount (See account).

### **Africana Night**

Our Africana night on 24 September 2022 was a huge success despite the low turnout from members. However, we had the support from non-members and it turned out to be one of our most successful events.

### **Thanksgiving Service**

Our 38<sup>th</sup> Annual Thanksgiving Service on 22 January 2023, celebrating our Alma mater's 97<sup>th</sup> anniversary was conducted in person at St Giles Church, Camberwell. This was a successful event as we got to meet in person since our last face to face thanksgiving in 2020.

Thanks to all our members, patrons and supporters for their continued support and donations made towards the above fundraising events.

We continued with our monthly meetings, virtually and we had three face to face meetings which were also successful. We had the privilege to meet with and socialise with some of our senior members who are disadvantaged by technology and have not been able to join in, on our Zoom meetings.

Our members continued with their annual subscription and voluntary donations.

Trustees are aware of the Charity Commission guidance on public benefit/funds and that none of the income of the charity may be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to any member of the charity. All funds raised are for public benefit.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The charity is made up of ex-pupils (Alumni) who are volunteers and give up their time, financial contribution and expertise to improve the standard of the organisation and increase our fund-raising efforts.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

#### 2022 -2023 in review

##### Fundraising events

Our three main fundraising events i.e. Luncheons Sale, Africana Night and Thanksgiving were all successful and made profits for the association.

##### Annual returns

We successfully submitted our second Annual Returns and within the time frame. We also registered with the HMRC and in the process of claiming Gift Aid from our donations.

##### Bye Laws and Code of Conduct

We completed the Bye Laws and Code of Conduct which will complement our CIO Constitution and this was ratified at our AGM.

##### Bank accounts

With our new status as a Charity Incorporated Organization (CIO), we are required to upgrade our Bank Accounts to meet the Charity Commission standards.

We successfully opened three Online Bank Accounts with Metro Bank in July 2022 and we transferred our accounts from Natwest Bank into the new accounts. One current account; one subscription current account; and one savings account. These accounts provide instant access to our accounts, easy transactions and statements.

##### Project

In March 2023, we embarked on refurbishing and equipping the Foods & Nutrition room and the Clothing & Textiles room as our identified project in the school. The refurbishment will enable the girls in the Home Economics stream to take their practical lessons, and external

## Section D

## Achievements and performance

examinations in a well-equipped cookery room and needlework room, giving the girls better opportunities for higher pass grades.

This project was split into two halves due to the financial costs. Phase 1 was the Foods & Nutrition room and this has successfully been completed. Phase 2 will be the Clothing & Textiles room, to be completed the following year.

I can proudly say we have completed the Foods & Nutrition room. We replaced the entire roof of the wing starting from the Cookery room to the Library. The interior rooms were also refurbished and now equipped with both electric and gas cookers; Deep freezers; gas cylinders; Microwaves; work station tables; white boards etc. We added extra security measures to the doors and windows.

We plan to furnish the store room with utensils and equipment, before formally handing the finished Foods & Nutrition room to the school for start of Academic Year, September 2023.

### **Benevolent Fund guidelines**

March 2023 – Benevolent Fund Guidelines draft completed to be formally ratified at AGM.

We continue to support the school financially in collaboration with our sister branches in Freetown, and in the diaspora.

## Section E

## Financial review

### **Brief statement of the charity's policy on reserves**

The objective of our Charity is to aid our school in Freetown. Most of our income is designated for projects such as the maintenance of buildings and other facilities, improvement to the educational development of the students through provision of adequate teaching equipment. We aim to retain sufficient reserves for our fundraising events, unforeseen circumstances and sustainability and, to enable Trustees to respond rapidly to urgent matters or requests from the school in Freetown.

### **Details of any funds materially in deficit**

N/A

### **Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our principal sources of income are our fundraising activities such as annual Luncheon sale, Africana Night and Thanksgiving service. We also rely on members generosity making monetary donations, paying for goods and services or donating items, food and drinks towards events. Their generous donations significantly reduces the overheads when organizing fundraising events.

Our CIO successfully refurbished and equipped a Foods & Nutrition room in the Home Economics department for the pupils in the school in Freetown. This facility is now benefitting the girls in their practical lessons.

## Section F Other optional information

## Section G Declaration

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

Signed on behalf of the charity's trustees

|  |                           |                          |
|--|---------------------------|--------------------------|
| <b>Signature(s)</b>                        | <i>M Harding</i>          | Angelafubara             |
| <b>Full name(s)</b>                        | Madlyne Harding           | Angela Fubara            |
| <b>Position (eg Secretary, Chair, etc)</b> | President / Chair Trustee | Asst Treasurer / Trustee |
| <b>Date</b>                                | 30/1/2024                 |                          |

FREETOWN SECONDARY SCHOOL FOR GIRLS EX-PUPILS ASSOCIATION UK&I

STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDING 31st MARCH 2023

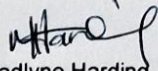
Charity Reg. no. 1191039

| INCOMING RESOURCES                 | Year ending 31 March 2023 |                  | Year ending 31 March 2022 |                  |
|------------------------------------|---------------------------|------------------|---------------------------|------------------|
|                                    | £                         | £                | £                         | £                |
| <b>FUNDRAISING EVENTS</b>          |                           |                  |                           |                  |
| Thanksgiving                       | 5,149.50                  |                  | 4,842.41                  |                  |
| Global Weekend Event (virtual)     | -                         |                  | 3,597.39                  |                  |
| Luncheon Sale June 2022            | 4,969.00                  |                  | -                         |                  |
| Africana Night September 2022      | 17,330.87                 |                  | -                         |                  |
| <b>DONATIONS</b>                   |                           |                  |                           |                  |
| Members subscriptions              | 2,940.00                  |                  | 1,145.00                  |                  |
| Birthdays                          |                           |                  | 90.00                     |                  |
| <b>MERCHANDISE</b>                 |                           |                  |                           |                  |
| Hatbands, Masks & Badges           | 3,277.00                  |                  | 577.00                    |                  |
| <b>OTHER RECEIPTS</b>              |                           |                  |                           |                  |
| Interest                           | 58.22                     |                  | 1.89                      |                  |
| Hall deposit refund                | 575.00                    |                  | 500.00                    |                  |
| Prior year debt recovered          | 526.00                    |                  | 1,970.37                  |                  |
| <b>TOTAL RECEIPTS FOR THE YEAR</b> |                           | <b>34,825.59</b> |                           | <b>12,724.06</b> |

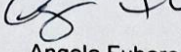
**EXPENSES**

|   |           |                  |          |                  |
|---|-----------|------------------|----------|------------------|
| <b>FUNDRAISING EVENTS</b>                               |           |                  |          |                  |
| Thanksgiving  | 2,877.34  |                  | 350.00   |                  |
| Global Weekend Event (virtual)                          | -         |                  | 430.00   |                  |
| Luncheon Sale June 2022                                 | 2,584.72  |                  | -        |                  |
| Africana Night September 2022                           | 10,757.72 |                  | -        |                  |
| <b>MEMBERSHIP, BENEVOLENCE &amp; DONATIONS</b>          |           |                  |          |                  |
| Benevolent donations                                    | 429.92    |                  | 1,711.99 |                  |
| Donation to other organisations                         | 410.00    |                  | 30.00    |                  |
| <b>DIRECT SUPPORT TO THE SCHOOL</b>                     |           |                  |          |                  |
| Contribution to the school's (FSSG) one shift programme | -         |                  | 5,538.00 |                  |
| Cost of school's kitchen refurbishment                  | 18,000.00 |                  |          |                  |
| <b>MERCHANDISE</b>                                      |           |                  |          |                  |
| Hatbands, Badges & Face masks/ Tokens                   | 7,660.00  |                  | 350.00   |                  |
| <b>GOVERNANCE &amp; ADMIN EXPENSES</b>                  |           |                  |          |                  |
| Bank charges  | 25.00     |                  | -        |                  |
| Website fees  | 141.75    |                  | 100.65   |                  |
| Zoom charges  | 115.06    |                  | 273.41   |                  |
| AGM & Election expenses                                 | -         |                  | 150.00   |                  |
| Meeting Hall Hire                                       | 350.00    |                  | 164.00   |                  |
| <b>TOTAL EXPENDITURE FOR THE YEAR</b>                   |           | <b>43,351.51</b> |          | <b>9,098.05</b>  |
| <b>Excess of Income Over Expenses</b>                   |           | - 8,525.92       |          | 3,626.01         |
| <b>Opening Balance B/Fwd</b>                            |           | 38,813.87        |          | 35,187.86        |
| <b>Cl;osing Balance C/Fwd 31st March 2023</b>           |           | <b>30,287.95</b> |          | <b>38,813.87</b> |

This Accounts is approved by the Trusteesv And signed on their behalf On

Signed  28/1/24  
Name: Madlyne Harding  
Trustee

Page 2

Signed  28-01-24  
Name Angela Fubara  
Trustee

**Report of the Independent Examiner to the members of Freetown Secondary School for Girls Ex-Pupils Association UK & Ireland**

**Re: FINAL ACCOUNTS FOR THE YEAR TO THE 31st MARCH 2023**

I have examined the accounts of the Freetown Secondary School for Girls Ex- Pupils Association which have been prepared on a Receipts & Payments basis for the year to 31<sup>st</sup> March 2023

It is my responsibility to examine the accounts without performing an audit and to report to the Trustees

**Respective responsibilities of the Trustees**

The Trustees are responsible for the preparation of the accounts.

They are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity and which enables them to ensure that the Accounts comply with the regulations under section 43 (7) (b) of the charities Act 2011.

- They are responsible for safeguarding the assets (Its Cash & Bank Accounts & its debtors) and hence for taking reasonable steps to prevent and detect errors fraud or other irregularities

**Independent Examiner's statement.**

Based on my examination Nothing has come to my attention which gives me reasonable cause to believe that, in any material respect,

The requirements to

- 1, Keep proper accounting records in accordance with section 130 of the charities Act 2011
- 2, Prepare accounts which agree with the accounting records and comply with accounting requirements have not been met.

And I express my satisfaction that the records kept are in agreement with this Accounts

Independent Examiner

  
Alex Davies

CASP Project  
702 High Road  
Leyton  
London E10,6JP

Dated 28<sup>th</sup> January 2024

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# Accounts

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## Trustees' Annual Report for the period

From 01/04/2021 Period start date To 31/03/2022 Period end date

Charity name: Freetown Secondary School for Girls Ex-Pupils Association UK and Ireland

Charity registration number: 1191039

### Objectives and Activities

|  | SORP reference     |  |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | The advancement of quality education, particularly for the pupils of the Freetown Secondary School for Girls, Sierra Leone.<br>(2) Support and assist the provision of educational facilities and a safe learning environment for pupils at the Freetown Secondary School for Girls, resulting in improved pupils' outcomes  |
| 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 | We had a virtual annual Thanksgiving Service in January 2022 which was our only exclusive public fundraising event.<br><br>In October 2021 FSSGians UK and Ireland in collaboration with other diaspora branches in the USA, Gambia and Freetown organized a virtual Gala and a virtual Thanksgiving Service in honour of our Alma Mater celebrating its 95 <sup>th</sup> Anniversary. The proceeds from these two events will go towards the cost of the electrical rewiring of the school in Freetown.<br><br>Regrettably, due to the pandemic we were not able to host our annual Luncheon Sale and our annual Africana Night events.<br><br>We continued with our monthly meetings, virtually. Our members continued with their annual subscription and voluntary donations. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit   | Para 1.18          | Trustees are aware of the Charity Commission guidance on public benefit/funds and that none of the income of the charity may be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to any  |

|  |  |   |
|--|--|---|
|  |  | member of the charity. All funds raised are for public benefit. |
|--|--|---|

### 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      | Our members are very generous with their donations in the form of monetary donations or paying for goods and services which in turn reduce the charity's expenditure. |
| 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      | In September 2021, the school transitioned into single shift from double shifts. FSSGians UK & Ireland together with other branches in the diaspora paid for extra chairs and tables to seat two thousand five hundred pupils. We built a new lunch stall for the pupils, erected three water tanks to supply water to the refurbished toilets, raised the perimeter fence to increase security for the girls. We paid for the school buildings and environment to be cleaned and fumigated. We have also provided the school with large bins and cleaning equipment to enable a clean and healthy environment for the pupils learning experience. |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                     |           |   |
|-------------------------------------|-----------|---|
| Achievements against objectives set | Para 1.41 | We submitted the accounts for the previous financial year and successfully submitted our very first Annual Returns within the time frame. |
|-------------------------------------|-----------|---|

|  |           |  |
|--|-----------|--|
|  |           | <p>We also successfully registered with the HMRC and can now benefit from claiming Gift Aid from our donations.</p> <p>We opened an Online Bank Account in congruent with the Charity commission's requirements.</p> <p>We finalized the Code of Conduct and Bye Laws to complement our Constitution.</p> <p>In collaboration with the other Diaspora branches, we funded multiple projects in the school in Freetown enabling the transition from double shifts to a single shift in September 2021.</p>  |
| Performance of fundraising activities against objectives set | Para 1.41 | <p>Fundraising activities were restricted to virtual events as a result of the covid 19 pandemic. However, we managed to hold our Annual Thanksgiving Service on Zoom in Jan 2022. This event was very successful and raised substantial proceeds as evidenced in the accounts. The virtual event was more profitable as it incurred less overheads.</p> <p>Prior to this, we joined the Diaspora Branches in the USA, Gambia and Sierra Leone in October 2021, to host a virtual Gala event and a virtual Global Thanksgiving Service. Donations received in the UK is being held in our account and will go towards funding the electrical rewiring of the school in Freetown.</p> |
| Investment performance against objectives                    | Para 1.41 | N/A  |
| Other  |           | N/A  |

## Financial Review

|  |           |   |
|--|-----------|---|
| Review of the charity's financial position at the end of the period              | Para 1.21 | FSSGians UK & Ireland CIO maintains a healthy financial position at the end of the financial period despite not being able to fundraise as expected due to Covid restrictions.  |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | The objective of our Charity is to aid our school in Freetown. Most of our income is designated for projects such as the maintenance of buildings and other facilities, improvement to the educational development of the students through provision of adequate teaching equipment. We aim to retain sufficient reserves for our fundraising events, unforeseen circumstances and sustainability and, to enable Trustees to respond rapidly to urgent matters or requests from the school in Freetown. |
| Amount of reserves held  | Para 1.22 | <b>£8794.00</b>   |
| Reasons for holding zero reserves  | Para 1.22 |   |
| Details of fund materially in deficit  | Para 1.24 |   |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 |   |

### 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 | Donations from well -wishers, supporters and members. The CIO organizes a Thanksgiving Service, a Luncheon Sale and an Africana Buffet dance annually. However, for this financial year we were only able to hold our Annual Thanksgiving Service and participated in the Global virtual Gala and virtual Thanksgiving Service. |
| 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<br>(trust deed, royal charter)   | Para 1.25 | A constitution  |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)  | Para 1.25 | CHARITY INCORPORATED ORGANISATION (ASSOCIATION)   |
| 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 | Trustees are appointed or re-appointed at the Annual General Meeting.<br><br>The term of office for each elected Trustee is two years. A Trustee shall hold the same office for no more than two consecutive terms. |

### 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 | The charity trustees will make available to each new charity trustee, on or before his or her first appointment:<br><br>(a) a copy of this constitution and any amendments made to it; and<br>(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 | FSSGians UK & Ireland is managed by the Trustees and Executives. The organisational structure is as follows:<br><br>President / Chair Trustee<br>Vice President /Trustee<br>General Secretary /Trustee<br>Assistant General Secretary / Trustee<br>Treasurer /Trustee<br>Assistant Treasurer /Trustee<br>Social Secretary /Trustee<br>Assistant Secretary / Trustee<br>Publicity Officer / Trustee<br>Assistant Publicity Officer / Trustee<br>Pastoral Officers x 2<br>Ex-Officios x 4 |
| Relationship with any related parties   | Para 1.51 | FSSGians UK work in collaboration with our sister branches in the Diaspora; the school in Freetown; the Board of Trustees and the Board of Governors in Freetown. The Diaspora presidents meets monthly.  |
| Other   |           |   |

|  |  |  |
|--|--|--|
|  |  |  |
|--|--|--|

## Reference and Administrative details

|                             |  |
|-----------------------------|--|
| Charity name                | Freetown Secondary School for Girls Ex-Pupils Association UK and Ireland |
| Other name the charity uses | FSSGians UK & Ireland  |
| Registered charity number   | 1191039  |
| Charity's principal address | 68 BELLINGHAM ROAD<br>London<br><br>SE6 2PT                              |
|                             |  |

**Names of the charity trustees who manage the charity**

|    | <b>Trustee name</b>                    | <b>Office (if any)</b>                   | <b>Dates acted if not for whole year</b> | <b>Name of person (or body) entitled to appoint trustee (if any)</b> |
|----|--|--|--|--|
| 1  | Madlyne Harding                        | President / Chair<br>Trustee             |  |  |
| 2  | Sitnah Palmer                          | Vice President /<br>Trustee              |  |  |
| 3  | Grace Elizabeth<br>Christiana Akinlusi | Treasurer / Trustee                      |  |  |
| 4  | Angela Fubara                          | Assistant Treasurer /<br>Trustee         |  |  |
| 5  | Harolda C.E.O.<br>Williams-Babin       | General Secretary /<br>Trustee           |  |  |
| 6  | Amorette Decker                        | Assistant Secretary /<br>Trustee         |  |  |
| 7  | Kadijatu McEwen                        | Social Secretary /<br>Trustee            |  |  |
| 8  | Jasmil Thelma<br>Cole-Smith            | Assistant Social<br>Secretary / Trustee  |  |  |
| 9  | Leona Macauley                         | Publicity Officer /<br>Trustee           |  |  |
| 10 | Willis Olu-Williams                    | Assistant Publicity<br>Officer / Trustee |  |  |
| 11 | Reverend Bernice<br>Lemon-Thomas       | Pastoral Officer /<br>Trustee            |  |  |
| 12 | Vida Wills                             | Pastoral / Trustee                       |  |  |
| 13 | Elizabeth Jinadu                       | Trustee                                  |  |  |
| 14 | Adekemi Bull                           | Trustee                                  |  |  |
| 15 | Doris Crompton-<br>Thomas              | Trustee                                  |  |  |
| 16 |  |  |  |  |
| 17 |  |  |  |  |
| 18 |  |  |  |  |
| 19 |  |  |  |  |
| 20 |  |  |  |  |

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

| <b>Director name</b> |  |  |
|----------------------|--|--|
|                      |  |  |
|                      |  |  |
|                      |  |  |
|                      |  |  |
|                      |  |  |
|                      |  |  |

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

| <b>Trustee name</b> | <b>Dates acted if not for whole year</b> |  |
|---------------------|--|--|
|                     |  |  |
|                     |  |  |
|                     |  |  |

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## Funds held as custodian trustees on behalf of others

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

### 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

|  |
|--|
|  |
|--|

## 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

|  |                  |               |
|--|------------------|---------------|
| <b>Signature(s)</b>                        | <i>M Harding</i> | A Fubara      |
| <b>Full name(s)</b>                        | Madlyne Harding  | Angela Fubara |
| <b>Position (eg Secretary, Chair, etc)</b> | Chair            |               |
| <b>Date</b>                                | 24/01/2023       |               |



|                                |                              |           |
|--------------------------------|------------------------------|-----------|
| <b>For the<br/>period from</b> | <b>Period start<br/>date</b> | <b>To</b> |
|                                | April, 21                    |           |

**Section A Receipts and payments**

|  | <b>Unrestrict<br/>ed funds<br/>to the<br/>nearest<br/>£</b> | <b>Restrict<br/>ed funds<br/>to the<br/>nearest<br/>£</b> | <b>Endowme<br/>nt funds<br/>to the<br/>nearest £</b> |
|--|---|---|--|
| <b>A1 Receipts</b>                                 |   |   |  |
| <b>FUNDRAISING EVENTS</b>                          |   |   |  |
| Thanksgiving Service (virtual)                     | <b>4,843</b>  | -   | -  |
| Global Weekend Event (virtual)                     | <b>3,597</b>  |   |  |
| <b>MEMBERSHIP, BENEVOLENCE &amp;<br/>DONATIONS</b> |   |   |  |
| Members Subscriptions                              | <b>1,145</b>  | -   | -  |
| Birthday Donations                                 | <b>90</b>   | -   | -  |
| <b>MERCHANDISE</b>                                 |   |   |  |
| Sale of Hatbands, Badges & Face<br>Masks           | <b>577</b>  | -   | -  |
| <b>OTHER RECEIPTS</b>                              |   |   |  |
| Bank Interest                                      | <b>2</b>  | -   | -  |
| Prior year debt recovered                          | <b>1,970</b>  | -   | -  |
| Hall Deposit Refund                                | <b>500</b>  | -   | -  |
|  | -   | -   | -  |
| <b>Sub total</b> (Gross income for AR)             | <b>12,724</b>   | -   | -  |

|  |   |   |   |
|--|---|---|---|
| <b>A2 Asset and investment sales,<br/>(see table).</b> |   |   |   |
|  | - | - | - |
| <b>Sub total</b>                                       | - | - | - |

|                       |               |   |   |
|-----------------------|---------------|---|---|
| <b>Total receipts</b> | <b>12,724</b> | - | - |
|-----------------------|---------------|---|---|

**A3 Payments**

|  |              |   |   |
|--|--------------|---|---|
| <b>FUNDRAISING EVENTS</b>                          |              |   |   |
| Thanksgiving Service (virtual)                     | <b>350</b>   | - | - |
| Global Weekend Event (virtual)                     | <b>430</b>   |   |   |
| <b>MEMBERSHIP, BENEVOLENCE &amp;<br/>DONATIONS</b> |              |   |   |
| Benevolent donations                               | <b>1,712</b> | - | - |
| Donation to St Edward's Secondary<br>School Event  | <b>30</b>    | - | - |

|   |              |   |   |
|---|--------------|---|---|
| <b>DIRECT SUPPORT TO THE SCHOOL</b>                     |              |   |   |
| Contribution to the school's (FSSG) one shift programme | <b>5,538</b> | - | - |
| <b>MERCHANDISE</b>                                      |              |   |   |
| Hatbands, Badges & Face Masks                           | <b>350</b>   | - | - |
| <b>GOVERNANCE &amp; ADMIN EXPENSES</b>                  |              |   |   |
| Consultancy fees  | -            | - | - |
| Website fees  | <b>101</b>   |   |   |
| Zoom charges  | <b>273</b>   |   |   |
| AGM & Election expenses                                 | <b>150</b>   |   |   |
| Meeting hall hire                                       | <b>164</b>   |   |   |
|   | -            | - | - |
| <b>Sub total</b>  | <b>9,098</b> | - | - |
| <b>A4 Asset and investment</b>                          |              |   |   |
|   | -            | - | - |
| <b>Sub total</b>  | -            | - | - |
| <b>Total payments</b>                                   | <b>9,098</b> | - | - |
| <b>Net of receipts/(payments)</b>                       | <b>3,626</b> | - | - |
| <b>A5 Transfers between funds</b>                       | -            | - | - |
| <b>A6 Cash funds last year end</b>                      |              | - | - |
| <b>Cash funds this year end</b>                         | <b>3,626</b> | - | - |

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

| Categories                      | Details  | Unrestrict ed funds<br>to nearest<br>£ |
|---------------------------------|--|--|
| <b>B1 Cash funds</b>            | Account no.36730351                                    | <b>18,626</b>                          |
|                                 | Account no. 38537591                                   | <b>8,794</b>                           |
|                                 | Account no. 26265788                                   | <b>10,817</b>                          |
|                                 | PayPal   | <b>576</b>                             |
|                                 | <b>Total cash funds</b>                                | <b>38,813</b>                          |
|                                 | (agree balances with receipts and payments account(s)) | Agreement Error                        |
|                                 |  | <b>Unrestrict ed funds</b>             |
|                                 |  | <b>to nearest<br/>£</b>                |
| <b>B2 Other monetary assets</b> |  | -                                      |

|  |   |
|--|---|
|  | - |
|--|---|

**B3 Investment assets**

**Details**

**which asset**

|  |
|--|
|  |
|  |

|  |
|--|
|  |
|  |

**fund to which asset belongs**

**B4 Assets retained for the charity's own use**

**Details**

|  |
|--|
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**B5 Liabilities**

**Details**

**Fund to which**

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

Signature

Print

|  |
|--|
|  |
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|       |
|-------|
| Angel |
|       |

o (if any)  
**191039**

ounts  
 ethod end date  
 Mar 31, 22

**CC16a**



**Total funds  
 to the  
 nearest £**

**Last year  
 to the  
 nearest £**

|               |
|---------------|
|               |
| <b>4,843</b>  |
| <b>3,597</b>  |
|               |
| <b>1,145</b>  |
| <b>90</b>     |
|               |
| <b>577</b>    |
|               |
| <b>2</b>      |
| <b>1,970</b>  |
| <b>500</b>    |
| <b>-</b>      |
| <b>12,724</b> |

|               |
|---------------|
|               |
| <b>6,405</b>  |
| <b>-</b>      |
|               |
| <b>3,505</b>  |
| <b>165</b>    |
|               |
| <b>1,190</b>  |
|               |
| <b>1</b>      |
| <b>907</b>    |
| <b>-</b>      |
| <b>-</b>      |
| <b>12,173</b> |

|          |
|----------|
| <b>-</b> |
| <b>-</b> |

|          |
|----------|
| <b>-</b> |
| <b>-</b> |

**12,724**

**12,173**

|              |
|--------------|
|              |
| <b>350</b>   |
| <b>430</b>   |
|              |
| <b>1,712</b> |
| <b>30</b>    |

|            |
|------------|
|            |
| <b>790</b> |
|            |
|            |
| <b>450</b> |
|            |

|       |       |
|-------|-------|
|       |       |
| 5,538 |       |
|       |       |
| 350   | 3,021 |
|       |       |
| -     | 275   |
| 101   |       |
| 273   |       |
| 150   |       |
| 164   |       |
| -     | -     |
| 9,098 | 4,536 |

|   |   |
|---|---|
| - |   |
| - | - |

|       |       |
|-------|-------|
| 9,098 | 4,536 |
|-------|-------|

|       |       |
|-------|-------|
| 3,626 | 7,637 |
| -     | -     |
| -     | -     |
| 3,626 | 7,637 |



**Restricted funds**

**Endowment funds**

**to nearest £**

**to nearest £**

|   |   |
|---|---|
| - | - |
| - | - |
|   |   |
| - | - |
| - | - |

OK

**Restricted funds**

OK

**Endowment funds**

**to nearest £**

**to nearest £**

|   |   |
|---|---|
| - | - |
|---|---|

|   |   |
|---|---|
| - | - |
|---|---|

**Cost  
(optional)**

**Current  
value  
(optional)**

|   |
|---|
| - |
| - |

|   |
|---|
| - |
| - |

**Cost  
(optional)**

**Current  
value  
(optional)**

|   |
|---|
| - |
| - |

|   |
|---|
| - |
| - |

**Amount due  
(optional)**

**When due  
(optional)**

|   |
|---|
| - |
| - |

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|  |
|  |

Name

Date of  
approval

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| a Fubara |
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# Accounts

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# Trustees' Annual Report for the period

|             |                   |     |      |           |                 |       |      |
|-------------|-------------------|-----|------|-----------|-----------------|-------|------|
| <b>From</b> | Period start date |     |      | <b>To</b> | Period end date |       |      |
|             | 26                | AUG | 2020 |           | 31              | MARCH | 2021 |

## Section A Reference and administration details

**Charity name** Freetown Secondary School for Girls Ex-Pupils Association UK and Ireland

**Other names charity is known by** FSSGians UK

**Registered charity number (if any)** 1191039

**Charity's principal address** 68 BELLINGHAM ROAD  
London  
SE6 2PT

### 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  | Mrs Adekemi Bull            | President & Chair | April 2019- March 2021            |   |
| 2  | Mrs Marie Busairu           | Vice President    | April 2019- March 2021            |   |
| 3  | Mrs Elizabeth Atere-Roberts |                   |                                   |   |
| 4  | Mrs Elizabeth Jinadu        |                   |                                   |   |
| 5  | Mrs Emily Noah              |                   |                                   |   |
| 6  | Mrs Mildred Pratt           | Ex-Officio        | April 2019 -March 2021            |   |
| 7  |                             |                   |                                   |   |
| 8  |                             |                   |                                   |   |
| 9  |                             |                   |                                   |   |
| 10 |                             |                   |                                   |   |
| 11 |                             |                   |                                   |   |
| 12 |                             |                   |                                   |   |
| 13 |                             |                   |                                   |   |
| 14 |                             |                   |                                   |   |
| 15 |                             |                   |                                   |   |
| 16 |                             |                   |                                   |   |
| 17 |                             |                   |                                   |   |
| 18 |                             |                   |                                   |   |
| 19 |                             |                   |                                   |   |
| 20 |                             |                   |                                   |   |

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
|      |                                   |

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**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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**Section B Structure, governance and management**

**Description of the charity's trusts**

|   |   |
|---|---|
| Type of governing document<br>(eg. trust deed, constitution)        | CONSTITUTION  |
| How the charity is constituted<br>(eg. trust, association, company) | CHARITY INCORPORATED ORGANISATION (ASSOCIATION)   |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Trustees are appointed or re-appointed at the biennial Annual General Meeting.<br>The term of office for each elected Trustee shall be two years. A Trustee shall hold the same office for no more than two consecutive terms |

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

|   |
|---|
| <p>Our policies include Code of Conduct (Bye laws), Equal Opportunity and Diversity, Safeguarding, Volunteering, Functions and duties of charity trustees.</p> <p>The charity is managed by the Trustees, headed by the President (Chair) of the organisation.</p> <p>The organisation works in partnership with other alumni branches in Sierra Leone, The Gambia and the United States.</p> <p>The trustees manage the affairs of the charity in good faith and with due regard to the will of members to further the purposes of the CIO. Trustees have a wide range of special knowledge and experience and show due consideration to any major risks that the charity may be exposed to and have established procedures in place to Manage them.</p> |
|---|

**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

The advancement of quality education, particularly for the pupils of the Freetown Secondary School for Girls, Sierra Leone. (2) Support and assist the provision of educational facilities and a safe learning environment for pupils at the Freetown Secondary School for Girls, resulting in improved pupils' outcomes

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Our very first event was the

Luncheon sale in June 2019 which was, as always with our luncheon sales, a success.

Then A successful Africana dance in September 2019 followed by

a well-attended Thanksgiving service in Jan 2020

- This was our last event before the pandemic struck.
  - We ushered in 2021 with our first Virtual event – our 36<sup>th</sup> Annual Thanksgiving in January 2021. We received so many great reviews and according to some of our members, guest and well-wishers, this was one of our best events yet. Attendance was high and we conducted a very successful appeal & fund raising which was evident from the amount of funds raised.

Thanks to all our members (active and non-active) and supporters for your loyalty shown towards the organisation.

Regrettably, due to many issues with the pandemic including a halt in events, fundraising was adversely affected. Consequently, we could not support our school as much as we had planned. However, with the success of our last thanksgiving service, we promised our guest and supporters that funds raised will go directly to supporting our school.

We continued with our monthly meetings, virtually. Our members continued with their annual subscription and voluntary donations.

Trustees are aware of the Charity Commission guidance on public benefit/funds and that none of the income of the charity may be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to any member of the charity. All funds raised are for public benefit.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The charity is made up of ex-pupils (Alumni) who are volunteers and give up their time, financial contribution and expertise to improve the standard of the organisation and increase our fund-raising efforts.

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

Setting up FSSG Email address: [Fssguksec@hotmail.com](mailto:Fssguksec@hotmail.com) Puts us in line with other alumni organisations and this makes communication to members and supporters much easier.

Having an official email address, all communication and information remains in the association and is transferable from one administration to another.

The email is password protected, secure & confidential. Only authorised members have access to the contents

Launching of our brand-new website: <https://fssgexpupilsuk.com>.

The biggest achievement this period was gaining a charity status from the charity commission.

Although organising profitable event was challenging due to the pandemic, we were able to raise some funds for future projects to support our school and students in Freetown:

- Moving the school from 2 shifts to one shift
- Provide new chairs and tables so that ALL students can be seated
- Renovate/refurbish classrooms and main school buildings
- Provide clean running water

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The objective of our Charity is to aid our school in Freetown. Most of our income is designated for projects such as the maintenance of buildings and other facilities, improvement to the educational development of the students through provision of adequate teaching equipment. We aim to retain sufficient reserves for our fundraising events, unforeseen circumstances and sustainability and, to enable Trustees to respond rapidly to urgent matters or requests from the school in Freetown.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F


## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

|                                     |   |  |
|-------------------------------------|---|--|
| Signature(s)                        |  |  |
| Full name(s)                        | ADEKEMI BULL  |  |
| Position (eg Secretary, Chair, etc) | President, Chair  |  |

**Date** 19/1/2022



**Receipts and payments accounts**

|                     |                                |    |                              |
|---------------------|--------------------------------|----|------------------------------|
| For the period from | Period start date<br>26-Aug-20 | To | Period end date<br>31-Mar-21 |
|---------------------|--------------------------------|----|------------------------------|

**Section A Receipts and payments**

|   | Unrestricted funds<br>to the nearest £ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |  |                                      |                                     |                                 |                               |
| Fundraising Event Thanksgivng Service                 | 6,405                                  | -                                    | -                                   | 6,405                           | -                             |
| Birthday Donations                                    | 165                                    | -                                    | -                                   | 165                             | -                             |
| Members Subscriptions                                 | 3,505                                  | -                                    | -                                   | 3,505                           | -                             |
| Sale of Merchandise                                   | 1,190                                  | -                                    | -                                   | 1,190                           | -                             |
| Bank Interest   | 1                                      | -                                    | -                                   | 1                               | -                             |
| Debt Recovered via Court Claim                        | 907                                    | -                                    | -                                   | 907                             | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>12,173</b>                          | <b>-</b>                             | <b>-</b>                            | <b>12,173</b>                   | <b>-</b>                      |
| <b>A2 Asset and investment sales, (see table).</b>    |  |                                      |                                     |                                 |                               |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>12,173</b>                          | <b>-</b>                             | <b>-</b>                            | <b>12,173</b>                   | <b>-</b>                      |
| <b>A3 Payments</b>                                    |  |                                      |                                     |                                 |                               |
| Fundraising Activity Costs                            | 790                                    | -                                    | -                                   | 790                             | -                             |
| Consultancy   | 275                                    | -                                    | -                                   | 275                             | -                             |
| Cost of Merchandise                                   | 3,021                                  | -                                    | -                                   | 3,021                           | -                             |
| Donations   | 450                                    | -                                    | -                                   | 450                             | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>4,536</b>                           | <b>-</b>                             | <b>-</b>                            | <b>4,536</b>                    | <b>-</b>                      |
| <b>A4 Asset and investment purchases, (see table)</b> |  |                                      |                                     |                                 |                               |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total payments</b>                                 | <b>4,536</b>                           | <b>-</b>                             | <b>-</b>                            | <b>4,536</b>                    | <b>-</b>                      |
| <b>Net of receipts/(payments)</b>                     | <b>7,637</b>                           | <b>-</b>                             | <b>-</b>                            | <b>7,637</b>                    | <b>-</b>                      |
| A5 Transfers between funds                            | -                                      | -                                    | -                                   | -                               | -                             |
| A6 Cash funds last year end                           | 27,551                                 | -                                    | -                                   | 27,551                          | -                             |
| <b>Cash funds this year end</b>                       | <b>35,188</b>                          | <b>-</b>                             | <b>-</b>                            | <b>35,188</b>                   | <b>-</b>                      |

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

| Categories  | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---|--|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b>                                | Account no. 36730351                                   | 17,099                             | -                                | -                               |
|   | Account no. 38537591                                   | 8,793                              | -                                | -                               |
|   | Account no. 26265788                                   | 9,296                              | -                                | -                               |
|   | <b>Total cash funds</b>                                | <b>35,188</b>                      | <b>-</b>                         | <b>-</b>                        |
|   | (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                              |
| <b>B2 Other monetary assets</b>                     | Details  | -                                  | -                                | -                               |
|   |  | -                                  | -                                | -                               |
|   |  | -                                  | -                                | -                               |
|   |  | -                                  | -                                | -                               |
|   |  | -                                  | -                                | -                               |
| <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 |
|           | Adekemi Bull | 19/01/2022       |