



CHARITY COMMISSION
FOR ENGLAND AND WALES

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	<p>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</p>
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>Luncheon Sale</p> <p>We had a successful Luncheon Sale on 10 June 2023 that was well attended and we raised a substantial amount (See account).</p> <p>Africana Night</p> <p>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.</p> <p>Thanksgiving Service</p> <p>Our 39th Annual Thanksgiving Service on 21 January 2024, celebrating our Alma mater's 98th anniversary was conducted in person at St Giles Church, Camberwell. This was a successful event.</p> <p>Thanks to all our members, patrons and supporters for their continued support and donations made towards the above fundraising events.</p>

		<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	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	<p>2023 -2024 in review</p> <p>Fundraising events</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>Annual returns</p> <p>We successfully submitted our third Annual Returns and within the time frame.</p> <p>Bank accounts</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>Project</p> <p>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 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 & Nutrition room and this has successfully been completed. Phase 2 was the Clothing & Textiles room which is also now completed.</p> <p>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</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>Benevolent Fund guidelines</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>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
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 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	£8
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, 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	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 (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. 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: (a) a copy of this constitution and any amendments made to it; and (b) a copy of the CIO's latest trustees' annual report and statement of accounts.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	FSSGians UK & Ireland is managed by the Trustees and Executives. The organisational structure is as follows: President / Chair Trustee Vice President /Trustee General Secretary /Trustee Assistant General Secretary / Trustee Treasurer /Trustee Assistant Treasurer /Trustee Social Secretary /Trustee Assistant Secretary / Trustee Publicity Officer / Trustee Assistant Publicity Officer / Trustee Pastoral Officers x 2 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 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	Madlyne Harding	President / Chair Trustee		
2	Sitnah Palmer	Vice President / Trustee		
3	Grace Elizabeth Christiana Akinlusi	Treasurer / Trustee		
4	Angela Fubara	Assistant Treasurer / Trustee		
5	Harolda C.E.O. Williams-Babin	General Secretary / Trustee		
6	Amorette Decker	Assistant Secretary / Trustee		
7	Kadijatu McEwen	Social Secretary / Trustee		
8	Isabella Dixon- Williams	Publicity Officer / Trustee		
9	Willis Olu-Williams	Assistant Publicity Officer / Trustee		
10	Reverend Bernice Lemon-Thomas	Pastoral Officer / Trustee		
11	Vida Wills	Pastoral / Trustee		
12	Elizabeth Jinadu	Trustee		
13	Adekemi Bull	Trustee		
14	Doris Crompton- 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)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity’s trustees

Signature(s)	<i>M Harding</i>	
Full name(s)	Madlyne Harding	
Position (eg Secretary, Chair, etc)	Chair	
Date	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 31 March 2024		Year ending 31 March 2023	
INCOMING RESOURCES	£		£	£
Fundraising Events				
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	22,735.52	17,330.87	27,449.37
Donations				
Members subscriptions	3,917.00		2,940.00	
Direct Donations for Home Economics Project	1,430.00	5,347.00	-	2,940.00
Sales From Merchandise				
Hatbands, Masks, Badges & Tshirts	1,938.50		3,277.00	
		1,938.50		3277.00
Other Receipts				
Bank Interest received	93.95		58.22	
Prior year debt recovered	-		526.00	
		93.95		584.22
Total Receipts for the Year		30,114.97		34,250.59
EXPENSES				
Direct Fundraising Expenses				
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	14,170.92	10,182.72	15,644.78
MEMBERSHIP, BENEVOLENCE & DONATIONS				
Benevolent donations	590.00		429.92	
Donation to other organisations	-	590.00	410.00	839.92
Direct Support To School				
School refurbishment	22,467.00	22,467.00	18,000.00	18,000.00
Cost of Merchandise on sale				
Hatbands, Badges & Face masks/ Tokens	350.00		7,660.00	
T-Shirts	249.00	599.00	-	7,660.00
Management & Admin Expenses				
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	1,357.87	350.00	631.81
TOTAL EXPENDITURE FOR THE YEAR		39,184.79		42,776.51
Excess of Income Over Expenses	-	9,069.82	-	8,525.92
Opening Balance B/Fwd		30,287.95		38,813.87
Closing Balance C/Fwd 31st March 2024		21,218.13		30,287.95

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
		21,218.13	30,287.95

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 31st 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 9th Sept 2024