



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 25/01/2021 **Period start date** **To** 30/09/2021 **Period end date**

Charity name: Epistemic

Charity registration number: 1193217

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To act as a resource for young people living in the United Kingdom by providing advice and assistance and organising programmes of educational and other activities, in particular but not exclusively through workshops and sessions in Science, Technology, Engineering and Mathematics (STEM) topics and careers as a means of: a) Advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals; b) Advancing education; c) Relieving unemployment.
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	Epistemic aims to ensure that all young people in the UK, regardless of their geographical location, have the opportunity to engage with professionals working in STEM in order to inspire and encourage them to pursue STEM careers. We do this by providing a free service connecting schools and youth groups directly to STEM professionals via a video conferencing platform. These sessions are flexible and allow young people to engage in open dialogue with those working in STEM industries/academia. Currently, the Epistemic trustees are focussing on the set up of the charity including developing the required policies, setting up of IT/building of the website to enable schools/youth groups to apply for a session (including development of a logo), applying for funding and developing relationships with schools and training providers.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees of Epistemic have volunteered their time and energy to the activities of Epistemic so that the charity can fulfil its goal to engage with and inspire young people into STEM. The trustees have taken the

		commission's public benefit guidance into account when making any decision it is relevant to. Epistemic is currently in a 'set up' or 'preparation' stage where the activities being carried out and decisions being made by the trustees are to establish the charity and will enable us to conduct our main activities (providing interactive sessions between young people and STEM professionals to educate and advise on potential career pathways) that will directly benefit of all young people across the UK that engage with our services.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Epistemic has been set up and is being progressed entirely by the voluntary action of its trustees. They commit their personal time and energy to this endeavour and the founding members of Epistemic are extremely grateful for this so would like to use this opportunity to express their thanks and gratitude to them. The scope for volunteers for Epistemic will grow as it does and policies and strategies are being developed to help with recruitment and management of said volunteers.
Other		<u>Future Activity</u> The trustees of Epistemic have laid out a detailed action plan for the current and next financial reporting periods. When setting out this plan, the trustees of Epistemic specifically considered the Charity Commission's guidance on public benefit to ensure we align our targets. The activities within the plan aim to transition the charity from 'set up' to conducting the activities it aims to deliver for public benefit. These activities include: • Trial sessions with primary schools • Trial sessions with secondary schools • Publicity campaign to promote the service within schools • Recruitment campaign for STEM professionals • Finalisation of all policies and regulations

		• Creation of logo and general aesthetic to help build the charity's brand (related to publicity campaign) • Completion of website, including page for schools/youth groups to apply • Application for grants and other funding/donations • Generation of testimonies • Generation of templates for STEM pros to use for their sessions • Engagement with Professional Engineering Institutions and other STEM related organisations • Expand delivery of sessions following feedback from trials
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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	Most activities carried out by Epistemic in this financial reporting period have been to prepare the charity to carry out the activities for its beneficiaries. While no activities have been carried out specifically with young people, there have been a number of activities to enable Epistemic to provide future activities: • Development of website started • Recruitment of further trustees to help with the activities of Epistemic • Achieved membership with Teach First's Innovation Network • Policies progressed, including safeguarding, risk management and Equity, Diversity & Inclusion (EDI) • Multiple applications for grants/funding were submitted • Opened bank accounts and recruited a treasurer for the Board of Trustees • Established social media accounts • Began developing relationships for trial sessions with schools The trustees are currently conducting a 'goal setting' activity to ensure that the above activities can be closed and energy can be focussed on delivering sessions to young people. These sessions will be focussed on providing advice and inspiration for potential future careers in Science, Technology, Engineering & Mathematics.

Additional information (optional)

You may choose to include further statements where relevant about:

	Para 1.41	N/A
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Achievements against objectives set		
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	Epistemic has unfortunately not received any donations or grants in this reporting period. A number were applied for and have either not concluded within this financial reporting period or not been successful. A donation has been made to Epistemic however this was not received in this financial reporting period and so will be taken into account in the 2021-2022 annual report.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	No reserves are held by Epistemic.
Amount of reserves held	Para 1.22	£0
Reasons for holding zero reserves	Para 1.22	No income in this financial reporting period.
Details of fund materially in deficit	Para 1.24	No funds are materially in deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The trustees do not have any concerns of the uncertainties about the continuation of the charity.

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	No funds secured in this financial reporting period.
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	The key risk facing the charity at the moment is the lack of funds secured at present, which is holding up progress. After the end of this financial reporting period, Epistemic did receive a donation (which will be accounted for in next year's annual return) which will enable Epistemic to progress significantly in the coming years.
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution, adopted 14/01/2021
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation (CIO)
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are appointed for a term of three years and can stand down or stand for re-elected by the remaining trustees at the end of their term, as per the constitution. The three founding trustees have been appointed for 7, 6 and 5 years to ensure continuity. At the end of their terms they may stand down or stand for re-election. Trustees are recruited in one of two ways: • Skills Gap Analysis: a gap analysis of the skills and experiences of the current trustees to identify where existing trustees skills are not sufficient to progress Epistemic, for example in this financial reporting year we identified a gap for a treasurer with financial knowledge/experience. We then reached out to our networks and asked for applicants. The applicants were then proposed and voted at an Epistemic trustees meeting (in line with the constitution) and an offer made to the right applicant, who accepted and joined the Board of Trustees. • Expression of interest: an individual approaches one of the existing trustees and is interested in supporting. The trustees then discuss this at the next meeting and vote to determine if the potential trustee is able to provide benefit to the Board of Trustees and/or has the capacity to support on-going activities (in line with the constitution). A decision is then recorded in the minutes and the potential trustees informed of the outcome.

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	When a trustee is adopted, they must complete a checklist for 'onboarding', which must be signed by the new trustee and the general secretary of Epistemic. This includes reading/reviewing the Epistemic Constitution, the government guidelines on becoming a trustee of a charity, the Charity Commission's web pages on "public benefit", and HM
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		Revenue & Customs' "Fit and Proper Person" declaration, among other requirements which are made clear to the trustee. The checklist also requires the general
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Board of Trustees of Epistemic are structured with the following: • A chair of the Board of Trustees who is accountable for the progress of the trustees • A rotating 'chair' of the Epistemic meetings • A rotating 'general secretary' of Epistemic meetings • A treasurer responsible for all financial elements of the charity Additionally, the trustees are in 'working groups' responsible for the following areas: • IT & Website • Grants & Funding • Liaison with schools • Liaison with STEM professionals • Media & Marketing, including logo development Finally, Epistemic is a member of Teach First's Innovation Network. The involvement with the network has been limited to date however it is an objective to increase the utilisation of this network for reaching out to schools.
Relationship with any related parties	Para 1.51	N/A
Other		The Board of Trustees, in line with the voting described in the constitution, currently makes all decisions. There are no staff members currently employed by Epistemic.

Reference and Administrative details

Charity name	Epistemic
Other name the charity uses	N/A
Registered charity number	1193217
Charity's principal address	12 Burrows Close Penn HIGH WYCOMBE HP10 8AR

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 Sophie Harker	Chair		
	2 Andrew Hoang	Treasurer	From 09/08/2021	
	3 Anika Ved		From 10/04/2021	
	4 Douglas Kern		From 10/04/2021	
	5 Sarah Purnell		From 10/04/2021	
	6 William Hampshire		From 15/01/2021	
	7 Ryan Holmes			
	8 Nicola Gibbs			
	9 Thomas Taylor-MacLean	Founding Trustee		
	10 Laura Hoang	Founding Trustee		
	11			
	12			
	13			
	14			
	15			
	16			
	17			
	18			
	19			
	20			

Funds held as custodian trustees on behalf of others

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

N/A

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Sophie Harker	Andrew Hoang
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Position (eg
Secretary, Chair,
etc)

Chair

Treasurer

Date

17/06/2022



Receipts and payments accounts

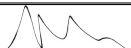
For the period from	Period start date 01-25-21	To	Period end date 09-30-21
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
	-	- 0	- 0	- 0	- 0
	-	- 0	- 0	- 0	- 0
	-	- 0	- 0	- 0	- 0
	-	- 0	- 0	- 0	- 0
	-	- 0	- 0	- 0	- 0
	-	- 0	- 0	- 0	- 0
	-	- 0	- 0	- 0	- 0
	-	- 0	- 0	- 0	- 0
Sub total(Gross income for AR)	£0	£0	£0	£0	£0
A2 Asset and investment sales, (see table).					
	-	-	-	- 0	
	-	-	-	- 0	-
Sub total	£0	£0	£0	£0	£0
Total receipts	£0	£0	£0	£0	£0
A3 Payments					
	-	- 0	- 0	- 0	- 0
	-	- 0	- 0	- 0	- 0
	-	- 0	- 0	- 0	- 0
	-	- 0	- 0	- 0	- 0
	-	- 0	- 0	- 0	- 0
	-	- 0	- 0	- 0	- 0
	-	- 0	- 0	- 0	- 0
	-	- 0	- 0	- 0	- 0
	-	- 0	- 0	- 0	- 0
Sub total	£0	£0	£0	£0	£0
A4 Asset and investment purchases, (see table)					
	-	-	-	- 0	
	-	-	-	- 0	
Sub total	£0	£0	£0	£0	£0
Total payments	£0	£0	£0	£0	£0
Net of receipts/(payments)	£0	£0	£0	£0	£0
A5 Transfers between funds	-	- 0	- 0	- 0	- 0
A6 Cash funds last year end	-	- 0	- 0	- 0	- 0
Cash funds this year end	£0	£0	£0	£0	£0

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		- 0	- 0	- 0
		- 0	- 0	- 0
		- 0	- 0	- 0
	Total cash funds	£0	£0	£0
	(agree balances with receipts and payments account(s))	£0	£0	£0
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	- 0	- 0	- 0
		- 0	- 0	- 0
		- 0	- 0	- 0
		- 0	- 0	- 0
		- 0	- 0	- 0
		- 0	- 0	- 0
		- 0	- 0	- 0
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			- 0	- 0
			- 0	- 0
			- 0	- 0
			- 0	- 0
			- 0	- 0
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			- 0	- 0
			- 0	- 0
			- 0	- 0
			- 0	- 0
			- 0	- 0
			- 0	- 0
			- 0	- 0
			- 0	- 0
			- 0	- 0
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			- 0	
			- 0	
			- 0	
			- 0	
			- 0	
Signed by one or two trustees on behalf of all the trustees		Print Name	Date of approval	
Signature				
		Sophie Harker	17/06/2022	
		Andrew Hoang	17/06/2022	