

Trustees' Annual Report

For the period from 22nd September 2022 to 31st December 2023

Charity name: The Chesterton House Foundation

Charity registration number: 1200466

Registered Address: Chesterton House, 2 Rectory Place, Loughborough, Leics LE11 1UW

Telephone: 01509 610472 Email: CHFoundation@chestertonhouse.co.uk

Introduction

I am delighted to present this first annual report on behalf of the Chesterton House Foundation. The report covers the period from our first registration with the Charity Commission on 22 September 2022 to the end of our first financial period on 31 December 2023.

During this period our trustees worked hard to create, refine and document our policies to enable us to function satisfactorily and within regulatory guidelines. There are more details of our policies later in this report and I would like to thank our trustees for their diligence in helping to establish a solid working framework.

As the year progressed we began to receive donations to the Foundation, and were pleased to make our first grants to beneficiaries. In doing so we sought to support local organisations doing good work in our community, and although the amounts paid out in grants were relatively modest, the applications we received were of high quality and had a clear beneficial impact on the people they in turn seek to assist.

From these small beginnings we hope to grow our Foundation over time to be able to continue to support worthy grant applicants. The work done during this initial period has been invaluable in building a solid administrative base and beginning to publicise our work. We look forward to the future with interest.

Andy Jervis
Chair of Trustees

Objectives and Activities

Purposes

The purposes of the charity as set out in its governing document are:

To advance such charitable purposes (according to the law of England and Wales) as the trustees see fit from time to time.

Grant making policy

In practice the charity will make grants to individuals and organisations whom the trustees consider are worthy of support in accordance with the charitable objectives. These are likely to include (but not be restricted to) charities operating in the local area (North Leicestershire), and will be able to demonstrate a clear need and effective use of any grants made. Applicants will be expected to demonstrate a benefit to the general public, albeit within their specific area of concern. The trustees will also consider grants to other regional, national or international bodies where they consider it appropriate to do so, for example in response to urgent need as the result of natural disaster or other humanitarian need.

Achievements

During the period we received a number of grant applications, and these were carefully reviewed by the trustees. It was decided to award grants to the following bodies. In making grants to these bodies the trustees have at all times had regard to the guidance issued by the Charity Commission on public benefit. They consider that the recipients of funds have demonstrated a clear need and benefit for the people they serve.

Helping Hands - [Helping Hands Community Trust](#)

Provides support to people who's lives are in crisis by offering assistance with financial matters, including understanding and applying for welfare benefits, dealing with debts, housing and landlord issues, and seeking and maintaining employment.

Home Starter Boxes

This was an initiative created by local Rotary and Inner Wheel clubs, with the objective of providing boxes of practical household items to people who have been rehoused in the Charnwood area to help them start their new lives. Recipients may include homeless, refugees, and victims of domestic violence among others.

Living Without Abuse - [LWA](#)

LWA supports victims of domestic abuse or sexual violence in Leicester, Loughborough and Rutland. They are an established charity and were looking for funds to run and publicise an exhibition to raise awareness of their services in the locality.

St Mary's Lutterworth PCC - [Lutterworth Church](#)

The Church works with young people in the local community around Market Harborough, providing a regular meeting place, summer clubs, youth groups and school support.

Headway Leicestershire, Leicester & Rutland - [Headway](#)

This established charity provides support to people in the noted area who have suffered from brain injuries. They were specifically asking for funds to deliver a project that they wanted to support (sensory week).

Financial Review

The first financial period was from 22-09-2022 to 31-12-2023. At the end of that period the Foundation had funds available of £1,583.47.

It is not the current policy of the trustees to hold funds in reserve. All funds are immediately available for the purpose of making grants to qualifying applicants at the discretion of the trustees.

The Foundation's principal source of funds was in the form of gifts and donations. These were received directly to the Foundation bank account, or were made using the PayPal facility on the Foundation's website page. Other donations were made via Eventbrite, these arose from the Summer Barbecue events put on by Chesterton House to which attendees were voluntarily invited to contribute to our work.

Date	Payee	Category	Withdrawal	Deposit	Comment
13/12/2023	Cash	Donations		£60.00	Christmas Coffee Morning
07/11/2023	Rotary Club of Loughborough	Grant	£1,000.00		
23/10/2023	St Mary's Lutterworth	Grant	£500.00		
23/10/2023	Headway Leicester	Grant	£1,000.00		
23/10/2023	Helping Hands	Grant	£1,000.00		
23/10/2023	Living Without Abuse	Grant	£1,000.00		
18/10/2023	Donations via PayPal Account	Donations		£220.05	
07/09/2023	Individual donation	Donations		£50.00	
31/08/2023	Donations via Eventbrite	Donations		£263.52	Summer Barbecue
04/08/2023	Individual donation	Donations		£25.00	
01/08/2023	Individual donation	Donations		£50.00	
25/07/2023	Donations via PayPal Account	Donations		£48.05	
29/06/2023	Donations via Eventbrite	Donations		£331.84	Summer Barbecue
26/06/2023	Individual donation	Donations		£25.00	
14/06/2023	Individual donation	Donations		£5,000.00	
04/05/2023	PayPal	Donations		£0.01	Test transaction
04/04/2023	Individual donation	Donations		£10.00	
Totals			£4,500.00	£6,083.47	
Bank balance at period end				£1,583.47	

The Foundation held no assets other than cash as bank and had no liabilities at the end of the period. No trustees held any assets or title on behalf of the Foundation.

All funds are held with NatWest Bank at its Loughborough Branch.

Structure, Governance and Management

The Foundation is constituted as a Charitable Incorporated Organisation (CIO). Its governing document was dated 4th May, 2022.

The Foundation was registered with the Charity Commission on 22nd September 2022 under registration number 1200466.

Trustees are appointed by the Board at their discretion, and there are no restrictions on who may act as a trustee, subject to meeting basic criteria around integrity and competence. In practice the Board aims to draw up to 8 trustees from the staffs of companies within the Chesterton House Group of businesses, and up to 4 trustees from persons connected with the group in some way, typically as customers thereof. However these are guidelines and not mandatory requirements and the trustees will consider all applications on their merits.

None of the Foundations policies and procedures implies any link to businesses within the Chesterton house Group, or any other related entity. The Foundation is an independent body with its own constitution and trustees will be expected to make decisions on their own merits and without regard to any commercial or other considerations.

Charity Policies

During the period the trustees created and agreed policies designed to ensure compliance with Charity Commission guidance, and to help the trustees in their work by setting out a framework for administration and decision-making. The policies in place included:

- Conflict of Interest Policy
- Complaints Procedure
- Register of Interest
- Risk Policy
- Investment Policy
- Safeguarding Vulnerable Beneficiaries Policy
- Volunteer Policy

Copies of these documents are available on request.

Names of the charity trustees who manage the charity

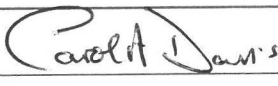
As at 31st December, 2023 the trustees included the following:

Trustee name	Office	Date appointed
Andrew Kevin Jervis	Chair	02/05/2022
Simon Leese		31/01/2023
Jacqueline Beesley		17/11/2022
Rachel Kitching		17/11/2022
Michael Toms		17/11/2022
Jonathan Nicholas Potter		17/11/2022
Jane Nancy Vora		02/05/2022
Kaushika Chauhan		02/05/2022

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	ANDREW JERVIS	CAROL ANNE DAVIS
Position (eg Secretary, Chair, etc)	CHAIR	TRUSTEE

Date 30/10/2024