



Trustees' Annual Report for the period

From

Period start date

11 November 2022

To

Period end date

31 March 2024

Section A Reference and administration details

Charity name

Smile kidz Foundation

Other names charity is known by

SK FOUNDATION

Registered charity number (if any)

1200882

Charity's principal address

14a

ADDISON PLACE

BILSTON

Postcode

WV14 7BD

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	ANN MARIE DOWNER-JOHNSON	Director/secretary/treasure	Nov 2022-year end	All trustees
2	KEIRON PRYCE	Trustee	Nov 2022-year end	All trustees
3	SHACQUEL HAMILTON	Trustee	Nov 2022-year end	All trustees
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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)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONSTITUTION
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Identified by the Project Manager, interviewed and appointed by the Trustee.

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.

All trustees must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

The following policies are made available for the trustees:

Bullying and harassment policy and procedures
 Complaints handling
 Complaints policy and procedures
 Conflicting interests
 Engaging external speakers at charity events policy and procedures
 Financial reserves policy and procedures
 Internal charity financial controls policy and procedures
 Internal risk management policy and procedures
 Investment
 Risk management
 Safeguarding policy and procedures
 Safeguarding vulnerable beneficiaries
 Serious incident reporting policy and procedures
 Trustee conflicts of interest policy and procedures
 Trustee expenses policy and procedures
 Volunteer management

The charity trustees will make available to each new charity trustee, on or before his or her first appointment: a) a copy of the current version of the

constitution, b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts; and c) a copy of the Charity Commission's trustee welcome pack and guidance (CC3) on the responsibilities of a charity trustee. However, as the charity has not been trading effectively previously the charity bank account is in process.

The operational structure of the charity consists of a part-time Project Manager and a part-time Volunteer Manager. As many as 15 volunteers are engaged in delivering and supporting the project at any one time, as well as numerous health, religious Ministers, students and other professionals who volunteer their time on a regular basis. The trustees regularly review the key financial, operational, strategic, reputational, and safeguarding risks facing the charity. A risk register is maintained and updated regularly. Over the course of the year the trustees considered key risks relating to insecurity of funds and needs of the families and put plans in place to address these.

Section C Objectives and activities

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

1. THE RELIEF OF FINANCIAL HARDSHIP AMONGST PEOPLE IN BILLSON AND THE SURROUNDING AREA IN SUCH WAYS AS THE TRUSTEES FROM TIME-TO-TIME THINK FIT, IN PARTICULAR, BUT NOT EXCLUSIVELY BY:
2. A) PROVIDING EMERGENCY FOOD, ESSENTIAL TOILETRIES, AND HOUSEHOLD ITEMS TO INDIVIDUALS AND FAMILIES IN NEED AND/OR FOR DISTRIBUTION BY CHARITIES OR OTHER ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY
3. B) SUCH OTHER MEANS, INCLUDING (BUT NOT LIMITED TO) THE PROVISION OF SUPPORT OR SIGNPOSTING TO RELEVANT INFORMATION AND OTHER ADVISORY SERVICES.
4. THE PREVENTION OR RELIEF OF POVERTY IN JAMAICA BY PROVIDING: GRANTS, ITEMS AND SERVICES TO INDIVIDUALS IN NEED AND/OR CHARITIES, OR OTHER ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY.

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)

Smile Kidz Foundation supports underprivileged children and families who are facing poverty.

Our mission is to enable the relief of hardship and poverty by distributing food items and consumables in Bilston and the surrounding areas.

The foundation also supports the prevention and relief of poverty in Jamaica by ensuring that children have a meal before and after school by doing this it ensures that children do not miss out or suffer long-term negative consequences because of dropping out of school due to poverty.

At no point in time, we would be able to solve the complex web of issues faced by different families, as this would be way beyond our remit and would involve many other agencies. But rather we aim to give a little support, we do this by providing food parcels and a hot meal once a week at the local church and a telephone line for families to access for support when needed. We also distribute items which was received from donation of nappies, baby cloths and other essentials to the mother and baby units.

We build relationships with community groups and other local organisations to source items that can be distributed. The foundation also signposts families in need of additional support to other charitable organisation and job support services that they may otherwise be unaware of or unable to access.

Our vision is "To empower and uplift underprivileged children by providing access to education, resources, and opportunities that enable them to realize their full potential, break the cycle of poverty, and build a brighter, more equitable future for themselves and their communities."

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.

Professional services:

We receive professional support from another charitable organisation, the Erma Lewis Hospital Appeal that provide us with Adult incontinence pads and Mission Hall Church at provide their church hall for the distribution of food packs and hot meal every Sundays , as well as a staff nurse,(2 hour per week) Public Health Nurse (2 hours per week) and A social worker 1 day per month these services are all given freely, however their estimated value is around £1500.

Volunteers:

Smile Kidz Foundation is grateful to our 25+ volunteers who have given more than 600 volunteer hours to the Project over the last year. They include 11 sessional volunteers, including Ministers, Doctors and Nurse practitioner; 2 trustees; 2 members of a fundraising committee; 1 clothes sorter; 1 knitter; and 2 soup makers.1 social media person The estimated value of their contribution to the Project would exceed £15,000 over the year.

Donations:

Our donations over the year include the used of the church hall on Sundays from local charity Mission Hall Church Bilston and Seventh day Adventist Church Jamaica. Local church member, families and friends, who donate, clothes, books, toys, sanitary, toiletry and make-up items. The combined value of these items if bought (even second-hand) is estimated to be around £2000

Cleone's Foods, regularly donates boxes of pastry patties to our foundation that is distributed in the food parcel.

Other support:

We have received support with gift items of Rice, oil, chicken, school bags, stationary, printing for advertisement and announcement of Back-to-school event in Jamaica. In total we estimate that we have yielded more than 5000 worth of value in time and expertise donated to us.

Smile Kidz Foundation has not applied for any grant due to not obtaining a bank account yet, but application has been made for one. No monetary donations were collected either.

Section D

Achievements and performance

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Summary of the main achievements of the charity during the year

During our first year we saw a total of 60 children, and 15 parents in our back -to-school medical that was done in Jamaica July 2024.

Some of our achievements over this period include:

- Once -weekly food package and hot meal distribution
- Gifts to the mother and Baby unit of items collected, 40 nappies, 10 baby shoes, 20 suit of clothes and 15 toys.
- Gifts to older Adults in the community of over 65 incontinence pads.
- AED which was applied for and granted by British Heart Foundation, this was presented to Mission Hall Church for the used of their community hall.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees' policy on financial reserves is not to hold any monies longer than required, but to expend them as soon as practicable on the charity's work. The charity has no debts, commitments or liabilities.

Details of any funds materially in deficit

nil

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.

Smile Kidz Foundation is very grateful to the following organisations for their support during the year:

- Mission Hall Church Bilston
- Kellits Seventh Day Adventist Jamaica
- Cloene's Food Birmingham
- Erma Lewis Hospital Appeal Birmingham

Th charity has put in place a number of fundraising activities , which will be in effect once a bank account has been established.

Section F**Other optional information**

The charity is unable to provide an income an expenditure since a bank account has not yet been established. And no monetary donation was collected.

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)

Ann Marie Downer-Johnson

Position (eg Secretary, Chair, etc)

Treasure

Date

30.01.2025