



Trustee annual report 2023-2024

Charity info:

The Pachamama Project CIO

Charity number: 1202834

104 Vicarage Lane, Great Baddow, Chelmsford, CM2 8JD

Trustees:

Chair: Heidi Lambert

Other trustees:

Helen Heard, Ruth Smith, Alice Corrigan, Joy Coisnard

Purpose of The Pachamama Project CIO:

The prevention or relief of poverty globally by providing grants, items, services and reusable sanitary products to individuals in need and/or charities, or other organisations working to prevent or relieve poverty.

Structure:

1 part-time employee, CEO Ella Lambert

5 trustees

The trustees were recruited on the basis of involvement in the project (when a CIC), knowledge of the sector and our aims and objectives and people with the time, expertise and experience to support the project. A year on, the trustees are due to renew for another year. A policy on trustee recruitment is being drafted. The trustees have been reappointed for 2024-25.

Activities and objectives 23-24:

Performance highlights and public benefit:

- In the period 2023-2024, 37,702 reusable sanitary pads have been distributed in Lebanon, Pakistan, Uganda, the US and here in the UK, taking 5,000 beneficiaries out of period poverty for the next five years.
- An additional 15,000 pads have been made and ready to ship.
- Pass It On Trust, one of our partners in Uganda, is now reporting zero school absenteeism by our school girl beneficiaries due to their periods.
- New partner in Uganda: we are running a trial with a group of schools in Kabale where period poverty has been evidenced as a direct cause of school absenteeism amongst menstruating girls.
- 2,500 volunteers worldwide: We asked volunteers for testimonials and we now have evidence for what we understood, anecdotally, that being part of the Pachamama volunteer community provides many benefits, including to mental health and allows people with long-term health issues to feel a full part of the project, as it is a no-commitment volunteering activity that can be done from home and in their own time.
- New group for Chelmsford-based asylum-seekers set up to meet once a week to make pads with local volunteers: a social activity which includes learning new skills, English language practice and local integration.
- Period poverty committee of like-minded NGOs set up in Lebanon to pool resources and promote best practice. Set up and chaired by Pachamama CEO.
- Volunteer testimonials attest to the benefit to the volunteers of being part of the Pachamama Project and community.

Partner update:

Pakistan – 14,000 pads have been sent to the charity, Abasseen, taking 2,800 school girls in rural Pakistan out of period poverty for the next five years. Ella has been asked to visit the project in Pakistan in October, to conduct a workshop on making the pads and to give talks at the university. Ella joined Abasseen's period poverty committee.

Lebanon – 23,000 pads sent in May 2023. Our CEO spent one month in Lebanon to work with the partner organisation to optimise distributions of the pads to the beneficiaries, to conduct focus groups for feedback to inform future pad-making, to run workshops to make the pads in the international school in Beirut, to establish more contacts on the ground, to set up a committee of other organisations working on period poverty, to recruit a part-time co-ordinator on the ground to delivery MHM education and help create resources for Pachamama. Ella was filmed by the BBC during her trip for a BBC podcast and news coverage.

We filled a 40ft container in Chelmsford with 1,000 boxes of used and some hand-made mainly children's clothing and shoes and blankets along with our 23,000 pads for distribution to beneficiaries via The Free Shop Lebanon, our distribution partner, in the Bekaa Valley.

Uganda – We sent 46 kits as a trial for a new partner in Kabale western Uganda. If the trial is a success, we aim to deliver 6,000 more pads to school girls in the next financial year. We will send more if stocks allow.

Chelmsford asylum-seeker group, UK – Trustees, Ruth and Helen have been running a sewing group for Chelmsford-based asylum-seekers on Tuesday afternoons to make and prep pads – as a pilot. We have applied for National Lottery community funding and hope to be able to develop this group and run it for at least a year. This is a valuable opportunity for the women to socialise, meet locals, practice their English, develop new skills and build their self-esteem – as well as to add to Pachamama stocks to support our wider beneficiaries. We have so far provided 100 kits for all the current Chelmsford-based asylum-seekers in need of sanitary pads.

Finances:

Our turnover was £22,000, made up of a £12,000 grant from the Dalia & Ramzi Foundation towards our work in Lebanon, and other donations from volunteer fundraisers, donations via our GoFundMe page, and Easyfundraising.

We started paying the CEO a part-time salary in August 2023. Ella is working part-time salaried and part-time voluntarily until the charity can afford an appropriate full-time salary.

No debts; no payments to trustees.

Financial reserves agreed.

Volunteers:

We have 2,500 volunteers signed up. Some are more active than others and an objective for next year will be to do more outreach to increase the active volunteer base, to boost stocks.

We set up a school Pacha Club at New Hall School in Chelmsford. All year 8 students will be involved in the Pacha club as part of their volunteering.

Outreach

Internal:

Two newsletters were sent to volunteers with project updates.
<https://thepachamamaprojec.wixsite.com/website>

We held a webinar open to volunteers and the wider public to showcase our work and for our partners to talk about their work, how they work with us and how Pachamama has benefitted their beneficiaries.

External:

Ella was filmed during her trip to Lebanon, Sept-Oct'23 and the coverage was used in a podcast, in various segments and for news coverage.

Ella has been invited to join a panel at the forthcoming Global Citizen event in Parliament which shows our impact in raising the profile of period poverty as a barrier to education and gender equality and our high profile on this topic.

The event objective is to raise awareness and mobilise support for girls' empowerment through education. This event is an opportunity to discuss the power of the intersection of girls' education and girls' health and put forward tangible policy solutions to achieve this. Girls Education x Girls Health event at Parliament in collaboration with Helen Grant MP, Prime Minister's Special Envoy for Girls' Education on 15th May. The event will focus on the barriers to girls' education i.e. period poverty and the opportunities that girls' education presents to empower girls and the women of tomorrow. The event falls just before the Commonwealth Education Ministers meeting during the week, as well as the Education World Forum on 20-22 May and World Menstrual Hygiene Day on the 28th May.

Fundraising**Approach to fundraising activity:**

- i) We have a fundraising policy
- ii) We have a strategy that includes corporate and individual fundraising and donations
- iii) Monitoring of fundraising on our behalf: Volunteer fundraisers used the GoFundme platform
- iv) No complaints on fundraising received.

Trustee statement:

We hereby state that we have complied with the duty in section 4 of the 2006 Act to have due regard to guidance on public benefit published by the Commission:

<https://www.gov.uk/guidance/public-benefit-rules-for-charities#:~:text=All%20charity%20trustees%20have%20a,are%20aware%20of%20the%20guidance>

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

Signed on behalf of the charity's trustees/directors

Signature(s)	Heidi Lambert	
Full name(s)	Heidi Lambert	
Position (for example Secretary, Chair, etc)	Chair	
Date	17/5/24	

THE PACHAMAMA PROJECT CIO

Charity Registration number 1202834

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2024**

THE PACHAMAMA PROJECT CIO

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THE PACHAMAMA PROJECT CIO

LEGAL AND ADMINISTRATION INFORMATION FOR THE YEAR ENDED 30 APRIL 2024

Full name THE PACHAMAMA PROJECT CIO

Registered company number 1202834

Registered address 104 Vicarage Lane
Grreat Baddow
Chelmsford
Essex
CM2 8JD

Directors Heidi Lambert, Chair
Alice Corrigan
Joy Coisnard
Helen Heard
Ruth Smith

Governing document

As a Charity Incorporated Organisation the organisation is operated under the rules of its Memorandum and Articles of Association

Overall management of the company is the responsibility of the trustee who are elected and co-opted under the terms of the Memorandum and Articles and Association.
Day to day project activity is managed and carried out by paid staff and volunteers.

Bankers The Co-operative Bank

Independent examiner Community360
Winsleys House
High Street
Colchester
Essex, CO1 1UG

THE PACHAMAMA PROJECT CIO

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 APRIL 2024

	Note	2024 £
Incoming resources		
Donations and legacies		29,504
Total incoming resources		29,504
Resources expended		
Charitable activities	2	28,235
Total resources expended		28,235
Net incoming (outgoing) resources		1,269
Merger income		5,717
Net movement in funds		6,986
Total funds brought forward		-
Total funds carried forward		6,986

Notes on pages 5 form an integral part of these accounts.

THE PACHAMAMA PROJECT CIO

BALANCE SHEET AS AT 30 APRIL 2024

	Note	2024 £
Current assets		
Cash at bank and in hand		7,596
Debtors	4	-
Total current assets		7,596
Current liabilities		
Creditors: Amounts falling due within one year	5	610
Total current liabilities		610
Net current assets/(liabilities)		6,986
Net assets		6,986
Funds of the charity		
Unrestricted funds		6,986
Total funds		6,986

Approved by the trustees on the 01/11 2024 and signed on their behalf by:

Signed



H Lambert - Director

Date

04/11/2024

THE PACHAMAMA PROJECT CIO

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 APRIL 2024

1. Accounting Policies

Basis of the preparation of the accounts

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement on Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Cash Flow

The financial statements do not include a cash flow statement because the charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 "Cash flow statements".

Income and expenditure

Income and expenses are included in the financial statements as they become receivable or due.

Expenses include VAT where applicable as the charity cannot reclaim it.

Cash and cash equivalents

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks.

Financial instruments

Basic financial instruments are initially recognised at transaction value and subsequently measured at amortised cost. Financial assets comprise cash at bank and in hand, together with other debtors if applicable. Cash at bank and in hand is defined as all cash held in instant access bank accounts and used as working capital. Financial liabilities held at amortised cost comprise all creditors except social security and other taxes.

Foreign exchange

Transactions in currencies other than pounds sterling are recorded at the rates of exchange prevailing at the dates of the transactions. At each reporting end date, monetary assets and liabilities that are denominated in foreign currencies are retranslated at the rates prevailing on the reporting end date. Gains and losses arising on translation in the period are included in the profit and loss.

THE PACHAMAMA PROJECT CIO

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 APRIL 2024

2. Costs of charitable activities	2024
	£
Materials	7,281
Postage	5,759
Insurance	1,124
Sundries	122
Office expenses	3,420
Staff training and resources	1,085
Wages	7,807
Volunteer expenses	63
Travel	1,060
	<u>27,721</u>
Governance costs:	
Other professional fees	236
Audit and accountancy	278
	<u>514</u>
	<u><u>28,235</u></u>

3. Employees

The average monthly number of persons (including directors) employed by the company was:

	2024
	No.
Total	1
	<u>1</u>

4. Creditors

	2024
	£
Other creditors	610
	<u>610</u>

5. Going concern

The trustee believe the charity has sufficient liquid reserves to continue trading for the foreseeable future.

6. Trustee expenses

No trustees were reimbursed for expenses during the year 2023.

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