

Trustees' Annual Report

Income: £100,832

CIO registration number: 1207047



1. Charity Details

- **Name:** The Oliver Steeper Foundation
- **Registration Number:** 1207047
- **Address:** 51 Butterside Road, Kingsnorth, Ashford, Kent, TN23 3PD
- **Trustees:** Lewis Steeper, Zoe Steeper, John Rivers, Anita Rivers, Billie Loveland, Inese Rozina, Jackie Fisher

2. Structure and Management

The charity is a Charitable Incorporated Organisation (CIO) – Foundation model, governed by its constitution. Trustees are responsible for overall management, strategy, and governance.

Trustees are recruited through a combination of skills-based selection and invitation, ensuring the board has the expertise necessary to manage the charity effectively. Trustees serve voluntarily and are appointed for a fixed term as defined in the constitution.

3. Objectives and Activities

The charity's purpose is to provide life-saving medical anti-choking equipment to children's nurseries to improve emergency preparedness and safeguard the health of children when first aid fails or cannot be performed.

During the year, the charity focused on:

- Fundraising through donations and grants
- Purchasing LifeVac equipment
- Donating the equipment directly to nurseries, preschools and childminders and providing free face to face training.

4. Achievements and Performance

The charity successfully raised £97,395, purchased £72,033 worth of equipment, and distributed this to childcare settings across the United Kingdom.

Public benefit statement:

The charity's activities directly benefit children attending nurseries, improving safety and emergency response. All activities undertaken are in line with the charity's objectives and comply with public benefit guidance.

5. Financial Review

Income: £97,395 via fundraising and grants.
£3,410 via sales of Lifevac products
£27 via interest from deposit account

- **Expenditure:** £19,155 on administrative costs.
- **Cost of donated goods:** £72,033
- **Net funds carried forward:** £9,644

Debts: The charity has no debt.

Reserves policy: The charity aims to maintain sufficient unrestricted funds to cover up to three months of operating costs to manage cash flow and ensure continuity of charitable activities.

6. Funds Held as Custodian Trustee

The charity does not act as a custodian trustee for any funds held on behalf of others during the year.

7. Additional Information

This report is prepared on a simplified basis for a small charity with income under £500,000 and assets below £3.26 million. A copy will be submitted to the Charity Commission with the annual return.

Signed on behalf of the trustees:



Trustee

Date 18/12/2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

THE OLIVER STEEPER FOUNDATION

1207047

Receipts and payments accounts

CC16a

For the period
from

Period start date
16/02/2024


To

Period end date
31/03/2025

Section A Receipts and payments

| | Unrestricted funds | Restricted funds | Endowment funds | Total funds | Last year |
|---|--------------------|------------------|------------------|------------------|------------------|
| | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| A1 Receipts | | | | | |
| Donations, legacies and grants | 97,395 | - | - | 97,395 | - |
| Sales of Lifevac | 3,410 | - | - | 3,410 | - |
| Interest on deposit account | 27 | - | - | 27 | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 100,832 | - | - | 100,832 | - |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 100,832 | - | - | 100,832 | - |
| A3 Payments | | | | | |
| Goods for donating | 72,033 | - | - | 72,033 | - |
| Cost of fundraising events | 14,772 | - | - | 14,772 | - |
| Insurance | 100 | - | - | 100 | - |
| Printing, postage, stationery and computer supplies | 774 | - | - | 774 | - |
| Bank interest and charges | 6 | - | - | 6 | - |
| Rent/hire of rooms | 1,641 | - | - | 1,641 | - |
| Grants and donations paid | 114 | - | - | 114 | - |
| Subscriptions | 587 | - | - | 587 | - |
| Travel costs | 1,160 | - | - | 1,160 | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | 91,188 | - | - | 91,188 | - |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 91,188 | - | - | 91,188 | - |
| Net of receipts/(payments) | 9,644 | - | - | 9,644 | - |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | - | - | - | - | - |
| Cash funds this year end | 9,644 | - | - | 9,644 | - |

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 | Metro - Account 1 | 7,367 | - | - |
| | Metro - Account 2 | 1,957 | - | - |
| | Metro - Account 3 | 320 | - | - |
| | Total cash funds | 9,644 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| | | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| B2 Other monetary assets | Details | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval | |
| |  | LEWIS STEEPER | 28/01/2026 | |
| | | | | |



Section A

Independent Examiner's Report

Report to the trustees/
members of

THE OLIVER STEEPER FOUNDATION

On accounts for the year
ended

31 March 2025

Charity no
(if any)

1207047

Set out on pages

1 & 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2025.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Lee Phillips

Date: 28/01/2026

Name:

Lee Phillips

Relevant professional
qualification(s) or body
(if any):

ACCA

Address:

89 King Street

Maidstone, Kent, ME14 1BG

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.