

APPENDIX 1

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Trustees' Annual Report for the period									
Period start date					Period end date				
From	Day	Month	Year	To	Day	Month	Year		
	01	05	2023		30	04	2024		

Office of the Scottish Charity Regulator

Reference and administration details

Charity name	Swanson Family Charity (in memory of Ron & Mary Swanson)
Other names charity is known by	
Registered charity number	SC048324
Charity's principal address	

Names of the charity trustees on date of approval of Trustees' Annual Report

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name

Dates acted if not for whole year

n/a

Structure, governance and management

Type of governing document

- Scottish Charitable Incorporated Organisation (SCIO)
- Constitution of Swanson Family Charity (in memory of Ron & Mary Swanson)

Trustee recruitment and appointment

- The structure of the charity consists of the Board who appoints Trustees. These Trustees are also members of the charity.
- The maximum and minimum number of charity trustees is five and three respectively.
- The Trustees elect a chair, secretary and treasurer.
- Trustees serve on the Board for a period of three years before retiring; at which point they can stand for re-election.

Objectives and activities

Charitable purposes

- Prevention or relief of poverty
- Advancement of education
- Advancement of religion
- Advancement of health
- Relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage

Summary of the main activities in relation to these objects

- Our vision and mission - to make a meaningful and sustainable difference to the lives of Chitambo's children; practically and financially supporting projects which seek to improve, enhance and advance education, health, food nutrition and relieve poverty within the community of Chitambo, Zambia.

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Achievements and performance

Summary of the main achievements of the charity during the financial period

- **Presentations**

The opportunity of sharing the work of our charity with organisational groups.

- **Donations**

Thankful for the kind and generous donations received from organisations, family, friends and supporters.

- **Fundraising**

As a charity we have been actively fundraising for several years to support the construction of a Mothers' Waiting Shelter at Chitambo Hospital, Zambia.

We are in partnership with two like-minded, charities – Friends of Chitambo, Scotland and Rotary Club of Whanganui, North Island, New Zealand – and of course the senior management team at Chitambo Hospital, Zambia.

The Swanson Family Charity, with the kind and generous support of so many supporters, have successfully raised £10,000 to support the build. On 7 June 2024 the sum of £10,000 was transferred to Friends of Chitambo as our contribution to the construction of the Mothers' Waiting Shelter.

The good news is that the construction of the Mothers' Waiting Shelter will be completed by November 2024 and will be operational by January 2025.

'Give thanks with a grateful heart' to everyone who have helped to make this dream become a reality.

Financial review

Brief statement of the charity's policy on reserves

The primary objective of our charity is 'Connecting Chitambo's Children' to projects which will improve, enhance and advance education, health, food nutrition and relieve poverty. The beneficiaries of project funding are the children of Chitambo, their families and the wider community. Project funding streams are fourfold: Individual giving; donations from organisations; fundraising events; and grant funding. As all funding of our charity is classified as 'Unrestricted Funds' the Board of Trustees have adopted a cash reserve in keeping with the governance of our charity. The reserves policy has been set at 10% of the annual budget. This will be reviewed annually, in the month of April.

Details of any deficit

n/a

Donated facilities and services (if any)

n/a

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Other optional information

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)

Position (e.g. Chair)

Chair / Treasurer

Secretary

Date 10 November 2024

10 November 2024

Swanson Family Charity (in memory of Ron & Mary Swanson)

SC048324



Receipts and payments accounts

For the period from			to		
	01	05	2023	30	04 2024

Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
A1 Receipts						
Donations	4,192				4,192	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
A1 Sub total	4,192	-	-	-	4,192	-
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	4,192	-	-	-	4,192	-
A3 Payments						
Expenses for fundraising activities	265				265	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
A3 Sub total	265	-	-	-	265	-
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	265	-	-	-	265	-
Net receipts / (payments)	3,927	-	-	-	3,927	-
A5 Transfers to / (from) funds					-	
Surplus / (deficit) for year	3,927	-	-	-	3,927	-

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	6,148				6,148	
	Surplus / (deficit) shown on receipts and payments account	3,927				3,927	
						-	
						-	
	Cash and bank balances at end of year	10,075	-	-	-	10,075	-
	(Agree balances with receipts and payments account(s))						

	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments				
		Total	-	-

	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets					
		Total	-	-	-

	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities				
		Total	-	-

	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities				
		Total	-	-

Signed by one or two trustees
on behalf of all the trustees

Signature: [Redacted]

Date: [Redacted]

Date of
approval

[Redacted]

[Redacted]

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

	Type of activity or project supported	Individual / institution	Number of grants made	£
C2 Grants				
			Total	

C3a Trustee remuneration	If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	
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	Authority under which paid	£
C3b Trustee remuneration - details		

C4a Trustee expenses	If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	
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		Number of trustees	£
C4b Trustee expenses - details			

	Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)
C5 Transactions with trustees and connected persons				

C6 Other information

Swanson Family Charity (in memory of Ron & Mary Swanson)

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Additional analysis (1)

Analysis of receipts and payments

1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
	4,192				4,192	
					-	
					-	
					-	
Total	4,192	-	-	-	4,192	-

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
			-	
			-	
			-	
			-	
Total	-	-	-	-

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
	265				265	
					-	
					-	
					-	
					-	
					-	
					-	
Total	265	-	-	-	265	-

reference error

reference error

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	-

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Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	4,192				4,192	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	4,192	-	-	-	4,192	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	4,192	-	-	-	4,192	-
Payments						
Expenses for fundraising activities	265				265	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	265	-	-	-	265	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	265	-	-	-	265	-
Net receipts / (payments)	3,927	-	-	-	3,927	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	3,927	-	-	-	3,927	-

Nature and purpose of funds

Swanson Family Charity (in memory of Ron & Mary Swanson)

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Additional analysis (3)**6 Breakdown of restricted funds**

	1 - enter name of fund below	2 - enter name of fund below	3 - enter name of fund below	4 - enter name of fund below	Total restricted funds	Total restricted funds last period
Receipts						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	-	-	-	-	-	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	-	-	-	-	-	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds						
Surplus / (deficit) for year	-	-	-	-	-	-

Nature and purpose of funds

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APPENDIX 3

Independent examiner's report on the accounts

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Report to the
trustees/members of

Charity name

Swanson Family Charity (in memory of Ron & Mary Swanson)

Registered charity
number

SC048324

On the accounts of the
charity for the period

Period start date

Day Month Year
01 05 2023

to

Period end date

Day Month Year
30 04 2024

Set out on pages

(remember to include the page
numbers of additional sheets)Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

Independent examiner's
statement

In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Name:

Date: 10/12/24

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

Address:

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

APPENDIX 3

Disclosure section

Only complete if the examiner needs to highlight material problems.

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