

THE
KEARNS
FOUNDATION

Making a positive contribution to personal development for community benefit.

**ANNUAL REPORT
AND ACCOUNTS**

2015-2016

*Established in 2007 and registered as a Charity in England and Wales
Number 1156557*

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THE KEARNS FOUNDATION

Charity Name: The Kearns Foundation

Established: October 2007

Principal Address: c/o 21 Garrett Court, Gertrude Road, Norwich, Norfolk,
England NR3 4SD

Trustees:

Sally Kearns – Chair

Andrew Copelin – Vice Chair

James Kearns – Treasurer and Managing Trustee

Cathy Corneille

Sarah Diver

Alex Kearns

Shirley Sinclair

Mick Tingley

Employees: The charity is run entirely by volunteers and has no employees.

Governance structure: The charity is constituted as an unincorporated association under a constitution initially adopted in 2007 and subsequently amended such that it was last amended, agreed by the Board of Trustees, on 28th March 2014, and subsequently approved by the Charity Commission of England & Wales.

Appointment of Trustees: Trustees are appointed annually at, or between General Meetings, in line with the governing document, such that the membership of the Board of Trustees reflects the skills, knowledge and experience required for both the effective management of the charity, and its resources, and with due regard to the discharge of the charitable objectives. Board membership seeks to reflect a wide range of experiences of working, or volunteering with the charity's beneficiaries.

Charitable Objectives:

1. To advance in life and help young people through:
 - (a) The provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life;
 - (b) Providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.
2. To promote the efficiency and effectiveness of charities and the effective use of charitable resources for the benefit of the public
3. Such other purposes as are exclusively charitable in accordance with the laws of England and Wales as the trustees may from time to time decide

Charitable Activities:

The Charity has a priority of making a positive contribution to personal development for community benefit and this is delivered through three core strands of its work:

Small Grants Programme – Grants of between £50 and £250 awarded to individuals, and organisations, meeting set criteria who, as the result of our investment, can make a direct, and positive impact on the communities in which they live, or serve.

Community Support Service – providing information, advice and guidance from its network of trustees, contacts and supporters, to community based voluntary organisations which enable them to grow, progress and improve their communities. This may be through training workshops, mentoring or support with fundraising.

Trimingham Log Cabin Youth & Community Resource Centre – the provision of a log cabin residential centre and camping grounds in North Norfolk provided at a subsidised rate to predominantly youth and community groups to support educational, and developmental projects for young people and community volunteers, as well as providing low cost accommodation for families, and children in need supported by the appropriate agencies.

Trustees' Report:

This report covers the period 1st April 2015 to 31st March 2016 and highlights the achievements within the three core areas of work set out above as a way of achieving the charitable objectives.

Small Grants Programme:

The Trustees considered 9 applications for assistance under our small grants programme during this period split between 6 from voluntary and community organisations and 3 from individual young people.

4 applications were approved (1 community organisation and 3 individual young people) although 2 awards were not taken up as the applicants had not required the funds granted as they had been successful in sourcing sufficient funds elsewhere.

The following awards were made:

Josh Vallance - 11 year old Josh was awarded £250 by the Foundation in 2015 towards the cost of a new helmet and neck brace to keep him developing a recognised karting talent. Following a similar path to that taken by Lewis Hamilton on his way to the F1 World Championship, the Foundation are keen to follow Josh in his development and invest in his equipment and support his family and growing number of expert, and armchair fans.

2nd Dereham Scout Group – was awarded £150 to support young people in leadership roles with their development and training as volunteers to support other young people in Norfolk benefit from the programme and opportunities offered by the Scout Association.

Trustees recognised concerns in the low level, and poor quality of applications received during the year, and the lack of applications received from Norfolk based community and voluntary organisations, despite significant marketing during the autumn of 2015 leading them to consider a more pro-active approach to grant-making in the future as part of a strategic review of the programme.

Community Support Service – Trustees had received no direct requests for assistance within the scheme offered during this year, however, indirect support had been provided through free training sessions for volunteers working in partnership with Active Norfolk which included the following themes:

- Recruiting and retaining volunteers
- Fundraising and writing grant applications

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Funding applications to other charitable trusts for a series of free learning workshops for community organisations in North Norfolk had been submitted through the Norfolk Community Foundation during this period, but had been declined.

Trustees recognised concerns at the low level of direct requests for these services during the year leading them to consider a more pro-active approach in the future as part of a strategic review of the programme.

Trimingham Log Cabin Youth & Community Resource Centre – The purchase and acquisition of this centre, and camping ground was completed in May 2015 after a two year programme to secure a 25 year lease on the grounds (owned by Norfolk County Council) occupied by the two log cabins (owned by the Kearns Foundation).

Using funds generated from the Big Lottery “Awards for All” Programme and a grant from the Geoffrey Watling Charity, the property was purchased, re-equipped and marketed to schools, youth and community organisations, primarily within Norfolk offering camping facilities, 16 bedded indoor accommodation and a communal kitchen and meeting area set along the north Norfolk coast and countryside.

Managed entirely by volunteers, both within and supporting the Foundation, a maintenance weekend in May 2015 included deep cleaning, groundworks, replacing all kitchen equipment and upgrading the accommodation, allowing the centre to attract 10 organisations to use the facilities during its first season with 25 residential use nights and 4 daytime events or meetings, between May 2015 and March 2016.

Groups using the centre included Norfolk schools supporting young people completing their Duke of Edinburgh Award Scheme activities, Norfolk Scout Groups and international youth exchange projects.

Based on booking numbers, 182 young people (under 18) benefitted from the residential activities hosted at the centre during this reporting period.

A comprehensive marketing campaign, including 2 “Open Days” in the Autumn of 2015 led to a surge in bookings such that 14 organisations have booked 38 residential nights in the six months from April to September 2016.

Fundraising – the Charity hosted one fundraising event during this period, being the “Ten Taverns Teaser” in association with Norwich’s Number 12 Bar and Dining - a team treasure hunt around pubs in central Norwich which attracted both existing and new supporters, and sponsorship from MaDGiraffe Management & Development who

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gave a £50 prize to the winning team – who generously donated £40 of it back again (after deducting their entry fee!!).


Governance and Administration of the Charity – The Board of Trustees have met regularly, and always quorate, during the year to ensure the effective management of the agreed projects, and to diligently review reports on income, expenditure and budget forecasts in relation to its core activities.

Much of the day to day operation of the charity, including grant applications, centre management and finances are delegated to the Managing Trustee to prepare, with four named trustees being signatories to any outgoing payments, and the Board being regularly updated through meetings and e mails between them on major issues.

Given the growth in its activities, since the acquisition of the Trimmingham Log Cabin Youth & Community Resource Centre (TLC), the Board recognised the need to review the legal status of the charity and approved in principle, a move towards an incorporated model during 2016-17 and work to explore a model that best suits the charity's future is currently under investigation.

Trustees also approved, in principle, the establishment of a Youth Advisory Board, to ensure that young people's views are clearly heard in the development of services offered. A funding application to support a recruitment and launch activity event was submitted, but declined, and further exclusive funds are being sought to progress this project in 2016-17.

In addition, the Board have considered appointing additional Trustees with skills and experience relevant to the charitable objectives and activities and whilst one invitation was declined in 2015-16 an additional trustee is hoped to be appointed in 2016-17 with experience from the public sector and local authority commissioning.



Sally Kearns – Chair

On behalf of the Board of Trustees

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INCOME

Budget Heading	Amount	Note
Donations	40.00	
Fundraising	108.67	
TLC - Restricted	2,600.00	1
TLC - Hire	3,398.50	2
Total	6,147.17	

EXPENSES

Budget Heading	Amount	Note
Fundraising	-	
TLC	9,359.81	3
Training	-	
Grants	400.00	4
Marketing	89.99	
Subscriptions	-	
Insurance	902.46	
Governance & Admin	19.81	5
Total	10,772.07	

Summary

Balance Brought forward	1st April 2015	12,825.02	6
Income received	2015-16	6,147.17	
Expenditure	2015-16	10,772.07	
Funds in Nationwide Deposit	31st March 2016	100.60	7
Balance carried forward	31st March 2016	8,300.72	
Restricted funds		500.00	
Unrestricted funds		7,800.72	

Notes to the Accounts:

1. These restricted funds are represented by the following:

£100 – donated by Mr Matthew Burrell in the memory of his father, Mr Buzz Burrell for the development of facilities at the TLC

£2,000 – given by the Geoffrey Watling Charity (Norfolk) towards the purchase and development of the TLC

£500 – given by the EDP Community Chest Fund as part of a newspaper campaign for heating upgrades to the TLC

2. These are funds generated from the hire of the TLC and include funds previously received by former owners Red House Youth Projects from people who booked prior to the transfer of ownership.
3. These figures include the one-off purchase and acquisition costs of the TLC in May 2015 using funds held over from the previous accounting period in which they had been granted or raised.
4. This includes the two grants awarded to an individual young person and community organisation detailed within the Trustees' Report on page 3.
5. No trustees claimed travelling or attendance expenses at any meetings or events hosted by the charity.
6. This figure includes grants and fundraising received in 2014-15 towards the purchase and acquisition costs for the TLC which were fully spent in 2015-16.
7. This is a cash deposit held within Nationwide Building Society in an instant access account to be closed in 2016-17.

Reserves Policy

The Trustees have not considered a formal reserves policy for the charity to date, within this accounting period but will be considering setting a formal policy within the next accounting period likely to be equivalent to three months operational costs.

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Audit and Independent Examination Policy

The Charity's income is below the Charity Commission's £500,000 gross income threshold for the requirement for a statutory audit.

As the gross income for the current accounting period is below the Commission's £25,000 threshold, these accounts have been prepared on a "Receipts and Payments" basis without the need for independent examination or audit.

Trustees regularly review all income and expenditure on a quarterly basis and will make its full accounts available, on receipt of a valid and reasonable request. A copy of the Annual report and Accounts will be made publically available as part of the Annual Return to the Charity Commission and published on their website.

Declaration

These accounts and notes have been received, considered, and accepted by the Trustees of the Kearns Foundation as being an accurate representation of the receipts and payments occurring within the financial year 1st April 2015 to 31st March 2016 and the balances shown provide an accurate representation of the current assets and liabilities of the funds held by the charity.

Andrew Copelin
Vice Chair



Date

3-7-2016

Shirley Sinclair
Trustee



Date

3/7/2016

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Gallery

The following illustrate some images of the key achievements of activities undertaken by the Kearns Foundation during 2015-16



The purchase and acquisition of the Trimingham Log Cabin Youth and Community Resource Centre that completed in the Spring of 2015.



The ground clearance and upgrading of facilities in preparation of use by over 180 young people during its first season of operation.

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11 year old Josh Vallance who was supported with a small grant to fund kart racing safety equipment as he progresses through the racing ranks towards his Formula One ambitions.



Winners of the Kearns Foundation's fundraising "Ten Taverns Teaser" – a Norwich Pub treasure hunt, with their winnings just before donating it back to support more work for the Foundation.