

REGISTERED COMPANY NUMBER: 06398061 (England and Wales)
REGISTERED CHARITY NUMBER: 1121376

Report of the Trustees and
Financial Statements for the Year Ended 31st December 2013
for
The Henry van Straubenzee Memorial Fund

Hood Parkes & Co
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28 Market Place
Grantham
Lincolnshire
NG31 6LR

The Henry van Straubenzee Memorial Fund

Contents of the Financial Statements
for the Year Ended 31st December 2013

	Page
Report of the Trustees	1 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8 to 9
Notes to the Financial Statements	10 to 14
Income and Expenditure Graphs	15

The Henry van Straubenzee Memorial Fund

Report of the Trustees for the Year Ended 31st December 2013

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2013. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

The Henry van Straubenzee Memorial Fund is an incorporated charitable company. Its aim is to fight poverty in Uganda through education.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

06398061 (England and Wales)

Registered Charity number

1121376

Registered office

Tanyard House
South Witham
Grantham
Lincolnshire
NG33 5PL

Trustees

Alexander van Straubenzee
Claire van Straubenzee
Charles van Straubenzee
Thomas van Straubenzee
Charles Savory
Edward Browne
Lucy Straker (wef May 2013)

Independent examiner

Mr Michael Steed MA (Cantab), CTA (Fellow), MAAT
10 Glebeland
Egerton
Ashford
Kent
TN27 9DH

Other Officers

Chairman - Alexander van Straubenzee
Company Secretary and Treasurer - Claire van Straubenzee
Project Director (Uganda) - Malcolm Burridge
Charity Ambassador (Uganda) - Godfrey Sajjabi Samanya

The Henry van Straubenzee Memorial Fund

Report of the Trustees
for the Year Ended 31st December 2013

REFERENCE AND ADMINISTRATIVE DETAILS

Advisors

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling, Kent
ME19 4JQ

Investment Management

Barratt & Cooke Limited
5 Opie Street, Norwich
NR1 3DW

STRUCTURE, GOVERNANCE AND MANAGEMENT

THE CHARITY

The Henry van Straubenzee Memorial Fund was incorporated on 12 October 2007 and registered as a charity on 26 October 2007. The charity was officially launched on 01 January 2008.

GOVERNING DOCUMENT

The charity is controlled by its governing document, memorandum and articles of association dated 12 October 2007. This will be amended to articles of association by special resolution at the annual general meeting on 4th June 2014, to bring the charity in line with current company and charity law.

GOVERNANCE

A trustee board meeting and annual general meeting are held once a year. All trustees are in regular communication throughout the year.

MANAGEMENT

All major decisions are made in consultation between the trustees. Project expenditure is agreed between trustees and the projects director. Communication with the project team is regular, often on a weekly basis, via email, text messaging or Skype.

Visits to the schools, where projects are proposed or undertaken, are made on a regular basis by the projects team and on a bi-annual basis, by the trustees. Volunteers are also encouraged to visit.

RISK MANAGEMENT

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The trustees have examined the major strategic, business and operational risks to the charity and can confirm that systems have been established to enable regular reports to be produced, so that the necessary steps are taken to lessen those risks.

OBJECTIVES AND ACTIVITIES

OUR CHARITY

The Henry van Straubenzee Memorial Fund is a small, non-governmental, UK registered charity, which aims to fight poverty in Uganda through education. On 8th November 2013, the charity was granted Foreign Non-Governmental Status in Uganda.

The Henry van Straubenzee Memorial Fund

Report of the Trustees for the Year Ended 31st December 2013

OBJECTIVES AND ACTIVITIES

MISSION STATEMENT

We aim to improve the quality of education in Ugandan schools by investing in buildings and educational resources. We form partnerships with schools to ensure that even the poorest children have access to high quality education.

THE OBJECTS OF THE CHARITY

To further education, through the provision of financial support to improve the infrastructure of rural schools, in such parts of Uganda, Africa and the world, as the Trustees may from time to time think fit.

To relieve persons, who are in conditions of need or hardship, through the provision of training in life skills in such parts of Uganda, Africa and the world, as the trustees may from time to time think fit.

To provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals, who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances, with the object of improving their conditions of life in such parts of Uganda, Africa and the world, as the Trustees may from time to time think fit.

FUTURE PLANS & LONG TERM OBJECTIVES

The Henry van Straubenzee Memorial Fund [HvSMF] supports 35 schools, in the Kamuli, Iganga and Namayingo Districts of South East Uganda. While we will always consider approaches made to us from new applicants, with the limited resources on the ground and, as yet, no guaranteed income stream from year to year, we will not actively seek out new schools and, instead, confine our activities to the existing "club". Our aim is to help each school in the group every 2/3 years. This will give each school and the head teacher sufficient time to achieve academic improvement, as a result of the support we have given them.

The HvSMF will continue to approach grant making trusts for funding. We are in the fortunate position of receiving donations, some of significant value. However, we cannot rely on these, when planning projects. Thus, we need to develop an awareness programme to widen our reach to include corporate bodies and, as yet, untapped sources of funding.

OBJECTIVES FOR 2014

We have earmarked 18 of our existing schools which require construction or refurbishment projects. It is unlikely that every one of these schools will be part of our 2014 project programme. This is due to the uncertainty of funding and, simply, that there may not be the time or resource to fit them into the calendar. There are also 4 potential new schools, which have been put on the list for the trustees to visit and assess in March 2014. If the need for support is strong and there is obvious potential for academic improvement, we will consider them for project funding. More information on the proposed projects in each school is available on our website: www.henryvanstraubenzeemf.org.uk

ACHIEVEMENT AND PERFORMANCE

HIGHLIGHTS OF THE YEAR - 2013

At the end of the year, we passed a major milestone, when the funds sent to Uganda, specifically for project expenditure, passed the £1 million mark, since our first donation to a school in 2004. The actual expenditure on a project will not appear in the 2013 accounts, as work did not commence until January 2014. We are, unsurprisingly, delighted with this achievement, which demonstrates our commitment to both the charity and Ugandan education.

The Henry van Straubenzee Memorial Fund

Report of the Trustees for the Year Ended 31st December 2013

ACHIEVEMENT AND PERFORMANCE

The charity continues to be a member of The Princes' Charities Forum, which meets twice a year, in the presence of our patrons, The Duke of Cambridge and Prince Harry of Wales. Member charities are encouraged to work together, if they have common goals. During October 2013, we invited SkillForce to send 7 recipients of their coveted Prince's Award to spend 10 days with our Projects Director in Uganda. The programme included decorating a nursery school, building fuel efficient ovens and constructing a water tank, using bricks that they helped make with our ISSB machines. With a couple of days off at the end, they were treated to some white water rafting and quad biking in the jungle. SkillForce were kind enough to say that this was "a trip of a lifetime".

Our biggest fundraising event, during 2013, was our annual carol service in St Luke's Church, Chelsea which raised a record £43,000. We are so grateful to our readers, James Blunt, Olivia Colman and Harry Hadden-Paton, who very generously supported us. All 800 tickets sold out incredibly quickly, as was the case in previous years, leaving a large number of disappointed applicants. It is regrettable that we cannot squeeze in any more. A list of the other fundraising events is shown in the activities section below.

ACTIVITIES IN 2013

The Charity was able to complete 83 separate projects in 20 of our schools during 2013. The number of water tanks constructed increased to 19, now we have perfected an improved model, which is vandal proof and child proof. We now only use the curved interlocking stabilised soil bricks, without the need for an expensive plastic inner tank. The original type of tap, which was regularly damaged, has been replaced by a simple stop cock, which is much more robust. Thus we have a more efficient method of harvesting the plentiful rain, which is more economic and eco-friendly. For more information please visit our website on www.henryvanstraubenzeemf.org.uk/environment.html.

Building projects completed in Uganda: 8 Classrooms [19]
[2012 projects in brackets] 3 Dormitories [3]
 40 Staff/teachers' houses [12]
 45 School buildings renovated [52]
 19 Water tanks [8]
 550 Desks provided [480]
 120 Latrines [99]
 15 Miscellaneous [12]

Fundraising events: Devizes to Westminster canoe race
 London Marathon with 6 runners
 Queen Elizabeth Grammar School Uganda Club
 Grand East Anglian 10k Run
 London-Brighton Bicycle Ride - One Mile Closer
 Tadpole Nursery School Water Walk
 Dalwhinnie Crook charity polo match
 Rosary School, Camden Fundraising
 Run to the Beat Half Marathon
 Mizuno Reading Half Marathon
 Kensington Palace Coffee Morning
 Christmas Carol Service in London

For more details of projects and fundraising see www.henryvanstraubenzeemf.org.uk

The Henry van Straubenzee Memorial Fund

Report of the Trustees
for the Year Ended 31st December 2013

FINANCIAL REVIEW

Donations increased by 17% against 2012. However, fundraising events were down by £38,000 [25%] with total incoming resources amounting to £283,000. Expenditure was kept to £276,000, which gave us a small surplus of £7,000. Improved financial controls ensured that there was no deficit at the year end, as happened in 2012. After spending a record £331,000 in 2012, project expenditure reduced to £197,000. However, the main reason for this decrease involves the month that money is received in Uganda and the month the project expenditure begins. At the end of 2012, the sum of £90,000 for projects not completed until 2013 is accounted for in the 2012 Accounts. Thus, the project database shows actual completed project expenditure on a similar level.

Applications to grant making trusts [GMT] now form a key part of our fundraising activities. Because such a large percentage of our income goes direct to our projects, without passing through any third party and our monitoring and reporting is efficient and timely, we have been successful in gaining grants from eight grant makers.

In 2003 we built the first class room in Bupadhengo Primary School, at a cost of £4,000. This might have been a one off donation to the school where Henry was to have taught. By the end of 2013, the total invested in Ugandan schools by the HvSMF had reached £1 million. It is our intention to continue our work in Uganda as long as funds are available.

RESERVES POLICY

The trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission.

ON BEHALF OF THE BOARD:

.....
Alexander van Straubenzee - Trustee

Date:

Independent Examiner's Report to the Trustees of
The Henry van Straubenzee Memorial Fund

I report on the accounts for the year ended 31st December 2013 set out on pages eight to fifteen.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Association of Accounting Technicians.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view ' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.

Mr Michael Steed MA (Cantab), CTA (Fellow), MAAT
10 Glebeland
Egerton
Ashford
Kent
TN27 9DH

Date:

The Henry van Straubenzee Memorial Fund

Statement of Financial Activities
for the Year Ended 31st December 2013

		Unrestricted fund £	Restricted fund £	Total funds £	2013 Total funds £	2012 Total funds £
	Not es					
INCOMING RESOURCES						
Incoming resources from generated funds						
Voluntary income	2	164,852	-	164,852	140,923	
Activities for generating funds	3	116,722	-	116,722	154,710	
Investment income	4	<u>5,500</u>	-	<u>5,500</u>	<u>5,852</u>	
Total incoming resources		287,074	-	287,074	301,485	
RESOURCES EXPENDED						
Costs of generating funds						
Costs of generating voluntary income	5	10,875	-	10,875	11,430	
Fundraising trading: cost of goods sold and other costs	6	17,240	-	17,240	20,424	
Charitable activities	7					
Uganda projects		244,353	-	244,353	342,278	
Governance costs	9	<u>3,664</u>	-	<u>3,664</u>	<u>2,042</u>	
Total resources expended		<u>276,132</u>	-	<u>276,132</u>	<u>376,174</u>	
NET INCOMING/(OUTGOING) RESOURCES						
		10,942	-	10,942	(74,689)	
Other recognised gains/losses						
Gains/losses on investment assets		<u>5,636</u>	-	<u>5,636</u>	<u>5,961</u>	
Net movement in funds		16,578	-	16,578	(68,728)	
RECONCILIATION OF FUNDS						
Total funds brought forward		<u>293,304</u>	-	<u>293,304</u>	<u>362,032</u>	
TOTAL FUNDS CARRIED FORWARD		<u><u>309,882</u></u>	<u><u>-</u></u>	<u><u>309,882</u></u>	<u><u>293,304</u></u>	

The notes form part of these financial statements

The Henry van Straubenzee Memorial Fund

Balance Sheet

At 31st December 2013

	Not es	Unrestricted fund £	Restricted fund £	Total 2013 funds £	Total 2012 funds £
FIXED ASSETS					
Tangible assets	13	31,503	-	31,503	32,095
Investments	14	<u>198,642</u>	<u>-</u>	<u>198,642</u>	<u>187,613</u>
		230,145	-	230,145	219,708
CURRENT ASSETS					
Debtors	15	4,688	-	4,688	2,626
Cash at bank and in hand		<u>75,259</u>	<u>-</u>	<u>75,259</u>	<u>71,110</u>
		79,947	-	79,947	73,736
CREDITORS					
Amounts falling due within one year	16	(210)	-	(210)	(140)
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CURRENT ASSETS		<u>79,737</u>	<u>-</u>	<u>79,737</u>	<u>73,596</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>309,882</u>	<u>-</u>	<u>309,882</u>	<u>293,304</u>
NET ASSETS		<u>309,882</u>	<u>-</u>	<u>309,882</u>	<u>293,304</u>
FUNDS					
Unrestricted funds	17			309,882	293,304
Restricted funds:				<u>-</u>	<u>-</u>
TOTAL FUNDS				<u>309,882</u>	<u>293,304</u>

The notes form part of these financial statements

The Henry van Straubenzee Memorial Fund

Balance Sheet - continued

At 31st December 2013

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2013.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31st December 2013 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 4th June 2014 and were signed on its behalf by:

.....
Alexander van Straubenzee -Trustee

The Henry van Straubenzee Memorial Fund

Notes to the Financial Statements for the Year Ended 31st December 2013

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Exemption from preparing a cash flow statement

Exemption has been taken from preparing a cash flow statement on the grounds that the charitable company qualifies as a small charitable company.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Governance costs

Governance costs include costs of the preparation and examination of statutory accounts, the costs of the Director's meetings and cost of any legal advice to Directors on governance or constitutional matters.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. VOLUNTARY INCOME

	2013	2012
	£	£
Donations	<u>164,852</u>	<u>140,923</u>

3. ACTIVITIES FOR GENERATING FUNDS

	2013	2012
	£	£
Fundraising events	<u>116,722</u>	<u>154,710</u>

The Henry van Straubenzee Memorial Fund

Notes to the Financial Statements - continued
for the Year Ended 31st December 2013

4. INVESTMENT INCOME

	2013	2012
	£	£
Other fixed asset invest - FII	5,393	5,583
Deposit account interest	<u>107</u>	<u>269</u>
	<u>5,500</u>	<u>5,852</u>

5. COSTS OF GENERATING VOLUNTARY INCOME

	2013	2012
	£	£
Other costs of giving	3,291	5,002
Depreciation	<u>7,584</u>	<u>6,428</u>
	<u>10,875</u>	<u>11,430</u>

6. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS

	2013	2012
	£	£
Cost of fundraising events	16,285	18,281
Trustees' expenses	<u>955</u>	<u>2,143</u>
	<u>17,240</u>	<u>20,424</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 8)	Totals
	£	£
Uganda projects	<u>244,353</u>	<u>244,353</u>

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2013	2012
	£	£
Staff costs	28,806	2,735
Project expenditure	197,056	328,705
Telephone, post and stationery	999	999
Travel and subsistence	16,487	9,216
Bank charges	(238)	380
Equipment purchases	1,243	136
Gifts to individuals	<u>-</u>	<u>107</u>
	<u>244,353</u>	<u>342,278</u>

The Henry van Straubenzee Memorial Fund

Notes to the Financial Statements - continued
for the Year Ended 31st December 2013

9. GOVERNANCE COSTS

	2013	2012
	£	£
Accountancy	2,750	1,390
Meetings and general expenses	573	619
Legal and professional fees	<u>341</u>	<u>33</u>
	<u>3,664</u>	<u>2,042</u>

10. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2013	2012
	£	£
Depreciation - owned assets	<u>7,584</u>	<u>6,428</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st December 2013 nor for the year ended 31st December 2012.

Trustees' expenses

	2013	2012
	£	£
Trustees' expenses	<u>955</u>	<u>2,143</u>

12. STAFF COSTS

	2013	2012
	£	£
Wages and salaries	<u>28,806</u>	<u>2,735</u>

The average monthly number of employees during the year was as follows:

	2013	2012
	<u>-</u>	<u>-</u>

No employees received emoluments in excess of £60,000.

The Henry van Straubenzee Memorial Fund

Notes to the Financial Statements - continued
for the Year Ended 31st December 2013

13. TANGIBLE FIXED ASSETS

	Improvements to property £
COST	
At 1st January 2013	38,523
Additions	<u>6,992</u>
At 31st December 2013	<u>45,515</u>
 DEPRECIATION	
At 1st January 2013	6,428
Charge for year	<u>7,584</u>
At 31st December 2013	<u>14,012</u>
 NET BOOK VALUE	
At 31st December 2013	<u>31,503</u>
At 31st December 2012	<u>32,095</u>

14. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1st January 2013	187,613
Additions	<u>11,029</u>
At 31st December 2013	<u>198,642</u>
 NET BOOK VALUE	
At 31st December 2013	<u>198,642</u>
At 31st December 2012	<u>187,613</u>

There were no investment assets outside the UK.

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2013 £	2012 £
Prepayments and accrued income	<u>4,688</u>	<u>2,626</u>

The Henry van Straubenzee Memorial Fund

Notes to the Financial Statements - continued
for the Year Ended 31st December 2013

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2013	2012
	£	£
Accrued expenses	<u>210</u>	<u>140</u>

17. MOVEMENT IN FUNDS

	At 1.1.13	Net movement in funds	At 31.12.13
	£	£	£
Unrestricted funds			
General fund	293,304	16,578	309,882
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>293,304</u>	<u>16,578</u>	<u>309,882</u>

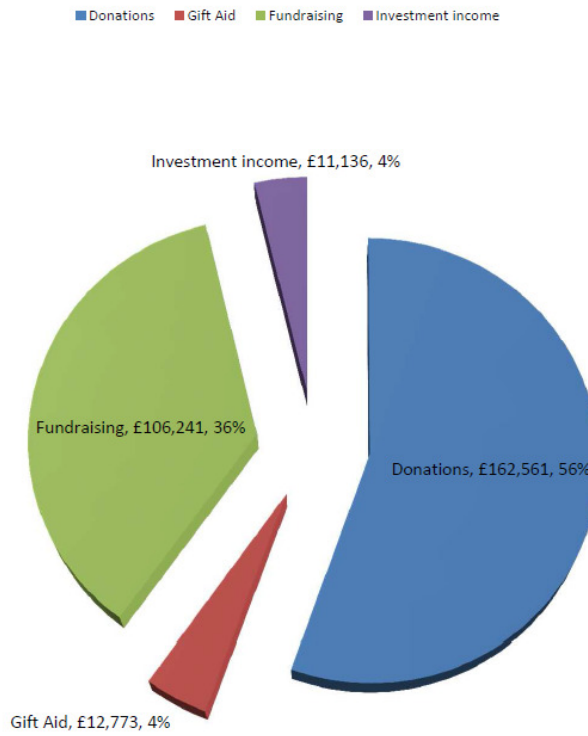
Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	287,074	(276,132)	5,636	16,578
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>287,074</u>	<u>(276,132)</u>	<u>5,636</u>	<u>16,578</u>

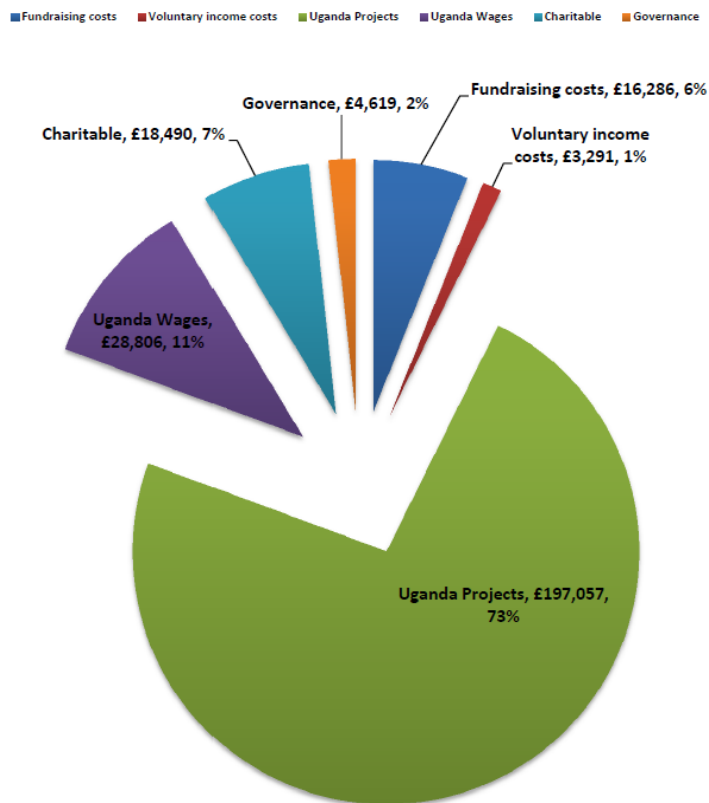
18. RELATED PARTY DISCLOSURES

No payments were made to directors or any persons connected with them during this financial period. No material transaction took place between the organisation and a director or any person connected with them (2012:None)

Income for 12 months to 31 December 2013



Expenditure for 12 months to 31 December 2013



This page does not form part of the statutory financial statements