



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **January 2018** Period start date To **December 2019** Period end date

Charity name: Baobab Centre

Charity registration number:1175799

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The charity exists to promote the Christian faith through the provision of events and literature based at the bookshop.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	There are no accounts because the charity does not handle the finances of the bookshop. The bookshop is independently run and the role of the charity is to support the owner, organise events and in due course get its own bank account. The charity holds the vision for the bookshop.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	There is a volunteer role description in place and several volunteers give their time to the bookshop.
Other		

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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The charity supports the bookshop by helping to organise events and publicity. The Trustees support the bookshop manager. There are very few Christian bookshops remaining in the south east and the Baobab Centre is a great resource for local people.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The shop is working towards being a sustainable business, but that is not in the remit of the charity. The charity's aim is to support the vision of the shop and to run events to promote its work.
Performance of fundraising activities against objectives set	Para 1.41	The charity does not have any involvement in the financial management of the shop.
Investment performance against objectives	Para 1.41	n/a
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	n/a- so far the charity has no bank account
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	n/a
Amount of reserves held	Para 1.22	n/a
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	Na/
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity is in the process of getting its own bank account. It is still very much a going concern as a support to the shop.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	n/a
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/a
A description of the principal risks facing the charity	Para 1.46	n/a
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are elected

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	So far we have only had one new trustee so no policy in place as yet
The charity's organisational structure and any wider network with which the charity works	Para 1.51	n/a
Relationship with any related parties	Para 1.51	The bookshop is run with its own accounts and financial advisor, and the charity does not have a role in that relationship.
Other		

Reference and Administrative details

Charity name	The Baobab Centre
Other name the charity uses	1175799
Registered charity number	
Charity's principal address	Unit 68, The Pentagon centre, Chatham,

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Helen Burn	Chair		
2	Michelle Levy			
3	John Leveson			
4	Stan Brown			
5	Edward Wright			
6	Jennifer Blanshard			
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Helen Mary Burn	
Position (eg Secretary, Chair, etc)	Chair	
Date	9.03.2020	