

APPENDIX 1



Trustees' Annual Report for the period

Period start date		Period end date					
Day	Month	Year	Day	Month	Year		
From	07	Dec	2017	To	31	Dec	2018

Office of the Scottish Charity Regulator

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

The Amuka Foundation
N/A
SC047985
5a Oaktree Drive
Ecclefechan
United Kingdom
Postcode: DG11 3EH

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	Stephanie Barnwell	Chair		
2	Elizabeth Owsley	Vice Chair		
3	Kathleen Bainbridge-Keith	Secretary		
4	Eleanor Lenawarungu	Trustee		
5	Jane Ainslie	Vice Chair		
6	Alex Lewis	Trustee		
7	Heather Bainbridge-Keith	Trustee		
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

Constitution.
Vision & Values Statement

Trustee recruitment and appointment

In accordance with the Constitution, ensuring that nominated Trustee shares the values of Amuka Foundation and is committed to carry out their duties to ensure compliance and achieving our objectives.

Objectives and activities

Charitable purposes

The prevention or relief of poverty
The advancement of education
The advancement of health
The provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended
The promotion of equality and diversity
The advancement of environmental protection or improvement
The 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

Establishing innovative programmes which enable women and young girls to access specific programmes of education; particularly for those excluded following early marriage and pregnancy or denied education because of gender.

Developing programmes to equip mothers with vocational skills, enabling them to secure an income and empowering them to support the education of their children and provision of food and healthcare for their families.

Equipping teenagers with life skills, develop critical thinking and self confidence to protect from exploitation and radicalization.

Establishing programmes of sporting activities which bring young people together; providing access to information and guidance; promoting healthy living, developing leadership, negotiating skills, peace, friendship and tolerance.

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Achievements and performance

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

Project summaries

The Amuka Twende Mentorship programme provides a reproductive health and life skills curriculum for between 40 – 50 young people per week. Amuka provides guidance, mentorship and support to young people and provides a space where they can engage positively with their peers.

The Tumaini Mama project provided training on sewing, knitting and embroidery throughout 2018. Three sewing machines were donated to Amuka and sent to the Ngando training centre where women have been using them to create small crafts which they sell to subsidise their income.

The Amuka Foundation also ran an after school tuition club in Ngando where 40 – 50 young people receive tuition and assistance with school work and additional study. Amuka provides access to text books, volunteer teachers and a safe space to study.

The Amuka Foundation provided vocational training to enable women from The Mwangaza Women's sewing group in Karare to develop their crafting and entrepreneurial skills. The women produced beadwork crafts throughout 2018 and will be trained on the making of reusable sanitary towels and durable shopping bags which will be sold to subsidise the income of the women.

Key visits and events in 2018

A group of eighteen Highland and Islands Scouts visited Kenya and Amuka's projects in 2018. The Scouts were taught about the challenges facing Amuka's beneficiaries and how these challenges impact the day-to-day lives of young people in Kenya. A number of Scouts who were on this visit maintain contact with Amuka and provide support to Amuka's beneficiaries.

The Amuka Foundation organised four football tournaments in 2018. One football tournament was held between the Loruko and Lakartinya schools in Karare where young girls were able to play each other. Amuka held another tournament when the Highland and Islands Scouts visited Karare which was a unique opportunity for the young girls to engage in sporting activities with a varied group of peers.

Financial review

Brief statement of the charity's policy on reserves

The charity recognises the irregular nature of voluntary income and recognises the need to maintain continuity of service provision. The charity therefore currently aims to maintain working capital in the form of cash sufficient to cover 3 to 6 months running costs. This is monitored on a monthly basis and considered by trustees at each bi-monthly meeting.

Details of any deficit

N/A

Donated facilities and services (if any)

Accounting services Russell Francis, Fit for Life UK

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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)	Stephanie Barnwell	
Position (e.g. Chair)	Chair	
Date	13/05/2020	

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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)

S Barnwell

Full name(s)

Stephanie Barnwell

Position (e.g. Chair)

Chair

Date

13/05/2020

AMUKA FOUNDATION

SC047985



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	7	December	2017		31	December	2018

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	2,539	6,280			8,819	-
Legacies	14,308	9,875			24,183	-
Grants					-	-
Receipts from fundraising activities	2,300	8,100			10,400	-
Gross trading receipts					-	-
Income from investments other than land and buildings					-	-
Rents from land & buildings					-	-
Gross receipts from other charitable activities					-	-
					-	-
A1 Sub total	19,147	24,255	-	-	43,402	-
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	-
Proceeds from sale of investments					-	-
A2 Sub total	-	-	-	-	-	-
Total receipts	19,147	24,255	-	-	43,402	-
A3 Payments						
Expenses for fundraising activities	2,786	2,639			5,425	-
Gross trading payments	5,648	13,036			18,684	-
Investment management costs					-	-
Payments relating directly to charitable activities	9,459	5,390			14,849	-
Grants and donations					-	-
Governance costs:					-	-
Audit / independent examination	160				160	-
Preparation of annual accounts					-	-
Legal costs					-	-
Other	1,420	750			2,170	-
					-	-
A3 Sub total	19,473	21,815	-	-	41,288	-
A4 Payments relating to asset and investment movements						
Purchases of fixed assets		500			500	-
Purchase of investments					-	-
A4 Sub total	-	500	-	-	500	-
Total payments	19,473	22,315	-	-	41,788	-
Net receipts / (payments)	(326)	1,940	-	-	1,614	-
A5 Transfers to / (from) funds						
					-	-
Surplus / (deficit) for year	(326)	1,940	-	-	1,614	-

Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
B1 Cash funds	Cash and bank balances at start of year					-	-
	Surplus / (deficit) shown on receipts and payments account	(326)	1,940			1,614	-
						-	-
						-	-
	Cash and bank balances at end of year	(326)	1,940	-	-	1,614	-
(Agree balances with receipts and payments account(s))		-	-	-	-	-	-

Categories	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
B2 Investments	IT	ADMINISTRATION	500	
		Total	500	-

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

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

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

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval

Section C Notes to the Accounts

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

Please see attached analysis of funds worksheets

C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
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)	X
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C3b Trustee remuneration - details

Authority under which paid	£

C4a Trustee expenses

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

	Number of trustees	£

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below Ngando	Unrestricted fund 2 - enter name of fund below Kibera	Unrestricted fund 3 - enter name of fund below Tumaini Mama	Unrestricted fund 4 - enter name of fund below Other	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	520	830		1,189	2,539	-
Legacies	4,816	2,596	769	6,127	14,308	-
Grants					-	-
Receipts from fundraising activities	1,500	800			2,300	-
Gross trading receipts					-	-
buildings					-	-
Rents from land & buildings					-	-
Gross receipts from other charitable activities					-	-
Sub total	6,836	4,226	769	7,316	19,147	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	-
Proceeds from sale of investments					-	-
Sub total	-	-	-	-	-	-
Total receipts	6,836	4,226	769	7,316	19,147	-
Payments						
Expenses for fundraising activities	1,389	1,547			2,936	-
Gross trading payments	3,132	2,526	745	1,189	7,592	-
Investment management costs					-	-
Payments relating directly to charitable activities	2,632	1,895		2,828	7,355	-
Grants and donations					-	-
Governance costs:					-	-
Audit / independent examination	80			80	160	-
Preparation of annual accounts					-	-
Legal costs					-	-
Other	760			670	1,430	-
Sub total	7,993	5,968	745	4,767	19,473	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	-
Purchase of investments					-	-
Sub total	-	-	-	-	-	-
Total payments	7,993	5,968	745	4,767	19,473	-
Net receipts / (payments)	(1,157)	(1,742)	24	2,549	(326)	-
Transfers to / (from) funds					-	-
Surplus / (deficit) for year	(1,157)	(1,742)	24	2,549	(326)	-
Nature and purpose of funds						

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

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
	Ngando	Kibera	Tumaini Mama	Other		
Receipts						
Donations	2,450	1,810	834	1,186	6,280	-
Legacies	2,690	3,158	1,500	2,527	9,875	-
Grants					-	-
Receipts from fundraising activities				8,100	8,100	-
Gross trading receipts					-	-
Income from investments other than land and buildings					-	-
Rents from land & buildings					-	-
Gross receipts from other charitable activities					-	-
Sub total	5,140	4,968	2,334	11,813	24,255	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	-
Proceeds from sale of investments					-	-
Sub total	-	-	-	-	-	-
Total receipts	5,140	4,968	2,334	11,813	24,255	-
Payments						
Expenses for fundraising activities	250	250		2,139	2,639	-
Gross trading payments	5,186	4,530		3,320	13,036	-
Investment management costs					-	-
Payments relating directly to charitable activities			2,700	2,690	5,390	-
Grants and donations					-	-
Governance costs:					-	-
Audit / independent examination					-	-
Preparation of annual accounts					-	-
Legal costs					-	-
Other			750		750	-
Sub total	5,436	4,780	3,450	8,149	21,815	-
Payments relating to asset and investment movements						
Purchases of fixed assets				500	500	-
Purchase of investments					-	-
Sub total	-	-	-	500	500	-
Total payments	5,436	4,780	3,450	8,649	22,315	-
Net receipts / (payments)	(296)	188	(1,116)	3,164	1,940	-
Transfers to / (from) funds					-	-
Surplus / (deficit) for year	(296)	188	(1,116)	3,164	1,940	-
Nature and purpose of funds						

APPENDIX 3



Independent examiner's report on the accounts

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Report to the trustees/members of	Charity name Amuka Foundation	
Registered charity number	SC047985	
On the accounts of the charity for the period	Period start date Day Month Year 7th December 2017	Period end date Day Month Year 31st December 2018
Set out on pages	Five	(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

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: Luke Bennett

Date: 29th May 2020

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

Address: 6 Radburn Brow
 Clayton-le-Woods
 Chorley
 PR6 7RA

*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