

Trust registration number: 1059855

# Baynards Zambia Trust

Annual Report and Financial Statements  
for the Year Ended 31 December 2022

# **Baynards Zambia Trust**

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## **Baynards Zambia Trust**

### **Reference and Administrative Details**

<b>Trustees</b>	Patricia Napier, Chairman William Dick, Treasurer Rowena Warren (appointed 1 January 2023) Nicola Bishop (retired 31 December 2022) Sarah Brunwin (retired 31 December 2022) Perdita Hunt (retired 31 December 2022) Robert Napier (retired 31 December 2022) Francis Sullivan (retired 31 December 2022) Jocelyn McDermid (retired 31 December 2022)
<b>Principal Office</b>	Baynards Manor Rudgwick West Sussex RH12 3AD
<b>Trust Registration Number</b>	1059855
<b>Independent examiner</b>	Tracy Borland F.C.C.A., CIPFA (Affil) Morris & Young Chartered Accountants 6 Atholl Crescent PERTH PH1 5JN

# **Baynards Zambia Trust**

## **Trustees' Report**

The Trustees present the annual report together with the financial statements of the Trust for the year ended 31 December 2022.

### ***Public benefit***

The Trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

### **Objectives and activities**

The Trust's objectives are to raise funds for the relief of poverty in Zambia by:

- Developing and encouraging sustainable food production through agriculture and related projects.
- Advancing and promoting education in general.
- Developing projects which encourage the promotion of good health and the reduction and elimination of disease.

The holistic approach of BZT and our Zambian delivery partner the Zambian Rainbow Development Foundation (ZRDF) remains in place. We work in a three-way partnership. BZT, ZRDF, and most importantly, the individual local communities where we work.

In our endeavour to raise the life prospects of the estimated 100,000 people who live in very remote areas of the Mkushi and Luano Districts of Zambia, we are improving education levels, raising income levels, and increasing awareness and treatment of HIV and AIDS.

We have been working in Mkushi and Luano Districts for over ten years and our success to date evidences these approaches and achieves the buy in of the local communities which are essential to the progress we are making.

### **Handover of BZT to Ripple Effect**

For some time the BZT Trustees had been considering the long term future of BZT and of ZRDF. The Trustees concluded it was time to pass BZT's relationship with ZRDF to another UK charity. After significant due diligence by both parties the charity Ripple Effect (then named Send a Cow) agreed to take over the BZT partnership with ZRDF. The ZRDF Director was fully engaged in this change and did for example meet with other Ripple Effect country directors in Africa. The first step took place in 2022 when the existing Ripple Effect activities in Zambia were passed to ZRDF. The handover from BZT to Ripple Effect took place on 31st December 2022.

Patricia Napier and Sarah Brunwin joined the Ripple Effect Trustee Board in January 2022 and Patricia Napier remained a Trustee of ZRDF. BZT donors have been encouraged to continue their support of BZT by donating to Ripple Effect.

### **Overview of the last ten years**

ZRDF was established ten years ago and now was an appropriate time, with BZT handing over to Ripple Effect, to assess ZRDF's impact in terms of improving the life prospects of individuals and communities over that ten year period.

## **Baynards Zambia Trust**

### **Trustees' Report (continued)**

#### **Looking at education:**

Over the ten years, the number of schools increased from 7 to 18, trained teachers from 9 to 114 and the number of pupils from 640 to 6,499. In the ten years, 12 new classroom blocks have been built, and 53 teachers' houses, 87 toilets and 18 hand washing facilities.

In terms of an example of sustainability, two communities have built classroom blocks to accommodate more pupils. These constructions were at the initiative and cost of the communities. This was possible because of the incomes now being earned from higher margin farming products and earnings from SILC activities.

The recent installation of ICT equipment in 12 schools has opened pupils to the digital world.

#### **Agriculture:**

Over 800 farmers have attended training at the demonstration sites over three years. Over ten years 4,350 farmers have attended ZRDF training. There are now 580 farmers with ploughs and 9 with tractors and 1,105 with bank accounts using their mobile phones. An extraordinary change over ten years.

#### **Village Banks, SILC:**

In 2013 there were 11 SILC groups with 164 members. In 2022 there were 364 groups with 6,274 members. 3,115 members have sustainable businesses originally funded by SILC. The members are split between 4,866 women and 1,408 men. They are split between the 28 ZRDF communities and a further 14 communities not otherwise linked to ZRDF.

#### **Health and Welfare:**

Ten years ago, the babies of an HIV positive mother would all be HIV positive. Today a baby of a positive mother will be negative. Over 4,000 people are reached per annum and provided with HIV prevention and treatment. The number of HIV related deaths of ZRDF patients have reduced and is now scarce. ZDRF believe that a significant % of the 100,000 population of the 18 ZRDF communities are no longer suffering from food poverty because of the improvement in their incomes.

#### **Conclusion:**

As BZT handed over to Ripple Effect, both BZT and Ripple Effect are confident that the ZRDF partnership with Ripple Effect will continue to deliver impacts in the future changing lives for the better.

#### **Financial review**

In 2022, BZT remitted £390,913 to ZRDF yielding Kwacha 7,945,013 at an average exchange rate of £= K20.3. During the year, the exchange rate ranged from 17.07 to 23.24.

The above remittance figure included BZT making a prepayment to ZRDF for 2023 of £50,000 (K 1,025,421).

# **Baynards Zambia Trust**

## **Trustees' Report (continued)**

### ***Policy on reserves***

The Trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately three months of unrestricted charitable expenditure. The Trustees consider that this level will provide sufficient funds to continue the programme of work without interruptions.

### **Structure, governance and management**

#### ***Nature of governing document***

The Trust was established as a charitable Trust by a deed dated 25 October 1996. Its charity number is 1059855, registered in England.

The BZT Trustees who served in 2022 are listed in page 1. Six of the Trustees resigned at the end of December 2022 reflecting the hand-over of the partnership from BZT to ZRDF. Two Trustees Patricia Napier and Sarah Brunwin have continued in office to handle the final closure of BZT in due course. A member of the management of Ripple Effect, Rowena Warren, was appointed a BZT Trustee from 1st January 2023.

The BZT Trustee met four times during 2022, of which three meetings were virtual.

Up to the end of 2022, BZT's Zambian delivery partner was ZRDF.

The ZRDF Trustee Board membership was unchanged during 2022 and Brandy Mungaila continued as the Director of ZRDF.

As has been the case since BZT was founded in 1996, all UK and travel costs have been funded by BZT Trustees through donations to BZT.

#### ***Recruitment and appointment of Trustees***

The BZT Trustees review from time to time any names brought forward for their consideration of those who have skills in fundraising, education and agriculture or who have a skill or qualification that will help them to effectively address other relevant issues faced by the Trust. If there is a unanimous wish that they be appointed, the role is discussed with the nominee and if relevant, this is made at the next possible meeting of the Trustees followed by appropriate induction procedures.

#### ***Induction and training of Trustees***

If there is a unanimous wish that they be appointed, the role is discussed with the nominee and if relevant, this is made at the next possible meeting of the Trustees followed by appropriate induction procedures.

#### ***Safeguarding***

BZT does not work directly with vulnerable groups. BZT is funding ZRDF in activities that does involve contact with children. BZT has a safeguarding Policy which can be accessed on the BZT web site. ZRDF Trustees have approved a ZRDF Safeguarding Policy which was also agreed by BZT.

**Baynards Zambia Trust**  
**Trustees' Report (continued)**


***Organisational structure***

As has been the case since BZT was founded in 1996, all UK and travel costs are funded by BZT Trustees through donations to the charity.

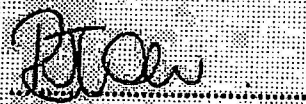
***Major risks and management of those risks***

The Trustees have reviewed and identified the principal risks to which the Trust is exposed. They are of the opinion that these risks are controlled and managed adequately by the adoption of internal procedures and practices which have been designed to maximise the efficiency and effectiveness of the Trust.

The annual report was approved by the Trustees of the Trust on 30 May 2023 and signed on its behalf by:

  
.....  
Patricia Napier  
Trustee

  
.....  
William Dick  
Trustee

  
.....  
Rowena Warren  
Trustee

## **Baynards Zambia Trust**

### **Statement of Responsibilities**

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, Accounting and Reporting by Charities: Statement of Recommended Practice and the provisions of the Trust Deed. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Baynards Zambia Trust**

### **Independent Examiner's Report to the trustees of Baynards Zambia Trust**

I report on the accounts of the Trust for the year ended 31 December 2022 which are set out on pages 8 to 16.

#### **Respective responsibilities of Trustees and examiner**

The Trust's Trustees are responsible for the preparation of the accounts. The Trust's Trustees consider that an audit is not required under section 144 of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to examine the accounts as required under Section 145 of the Charities Act, to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act and to state whether particular matters have come to my attention.

#### **Basis of 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 Trust 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 I do not express an audit opinion on the view given by the accounts.

#### **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 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities (Reports and Accounts) Regulations 2008

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.



Tracy Borland F.C.C.A., CIPFA (Affil)  
Association of Chartered Certified Accountants

Morris & Young  
Chartered Accountants  
6 Atholl Crescent  
PERTH  
PH1 5JN

31 May 2023

## Baynards Zambia Trust

### Statement of Financial Activities for the Year Ended 31 December 2022

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Income and Endowments from:</b>					
Donations and legacies		243,733	23,000	266,733	315,339
Investment income	3	<u>18</u>	<u>-</u>	<u>18</u>	<u>-</u>
Total Income		<u>243,751</u>	<u>23,000</u>	<u>266,751</u>	<u>315,339</u>
<b>Expenditure on:</b>					
Charitable activities		<u>(400,134)</u>	<u>(48,150)</u>	<u>(448,284)</u>	<u>(360,892)</u>
Total Expenditure		<u>(400,134)</u>	<u>(48,150)</u>	<u>(448,284)</u>	<u>(360,892)</u>
Net movement in funds		(156,383)	(25,150)	(181,533)	(45,553)
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>165,520</u>	<u>25,150</u>	<u>190,670</u>	<u>236,223</u>
Total funds carried forward	9	<u><u>9,137</u></u>	<u><u>-</u></u>	<u><u>9,137</u></u>	<u><u>190,670</u></u>

## Baynards Zambia Trust

### Statement of Financial Activities for the Year Ended 31 December 2022 (continued)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
<b>Income and Endowments from:</b>				
Donations and legacies		300,189	15,150	315,339
<b>Expenditure on:</b>				
Charitable activities		<u>(360,892)</u>	<u>-</u>	<u>(360,892)</u>
Total expenditure		<u>(360,892)</u>	<u>-</u>	<u>(360,892)</u>
Net movement in funds		(60,703)	15,150	(45,553)
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>226,223</u>	<u>10,000</u>	<u>236,223</u>
Total funds carried forward	9	<u><u>165,520</u></u>	<u><u>25,150</u></u>	<u><u>190,670</u></u>

All of the Trust's activities derive from continuing operations during the above two periods.

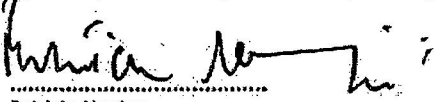
The funds breakdown for 2021 is shown in note 9.

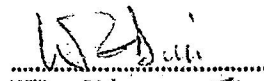
**Baynards Zambia Trust**

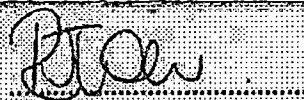
**(Registration number: 1059855)  
Balance Sheet as at 31 December 2022**

	Note	2022 £	2021 £
<b>Current assets</b>			
Debtors	8	2,659	10,215
Cash at bank and in hand		<u>6,478</u>	<u>180,455</u>
		<u>9,137</u>	<u>190,670</u>
<b>Funds of the Trust:</b>			
<b>Restricted funds</b>		<u>-</u>	<u>25,150</u>
<b>Unrestricted income funds</b>			
Unrestricted funds		9,119	25,503
Designated funds		<u>18</u>	<u>140,017</u>
Total unrestricted funds		<u>9,137</u>	<u>165,520</u>
<b>Total funds</b>	9	<u>9,137</u>	<u>190,670</u>

The financial statements on pages 8 to 16 were approved by the Trustees, and authorised for issue on 30 May 2023 and signed on their behalf by:

  
.....  
Patricia Napier  
Trustee

  
.....  
William Dick  
Trustee

  
.....  
Rowena Warren  
Trustee

# **Baynards Zambia Trust**

## **Notes to the Financial Statements for the Year Ended 31 December 2022**

### **1 Accounting policies**

#### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)(Second edition - October 2019)) and the Charities Act 2011.

#### **Basis of preparation**

Baynards Zambia Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are presented in Sterling (£) and are rounded to the nearest £1.

#### **Exemption from preparing a cash flow statement**

The Trust opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

#### **Going concern**

The Trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

#### **Income and endowments**

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the Trust has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

#### ***Donations and legacies***

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

## **Baynards Zambia Trust**

### **Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)**

#### **1 Accounting policies (continued)**

##### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the Trust in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

##### **Governance costs**

These include the costs attributable to the Trust's compliance with constitutional and statutory requirements, including audit, strategic management and Trustees's meetings and reimbursed expenses.

##### **Taxation**

Baynards Zambia Trust is a registered charity and is therefore exempt from taxation.

##### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

##### **Fund structure**

Unrestricted income funds are general funds that are available for use at the Trustee's discretion in furtherance of the objectives of the Trust.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

##### **Financial instruments**

##### ***Classification***

The charity only has financial assets and liabilities of a kind that would qualify as basic financial instruments which are recognised at their transaction value and subsequently measured at their settlement value.

## Baynards Zambia Trust

### Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)

#### 2 Income from donations and legacies

	Unrestricted funds			Unrestricted funds		
	General	Restricted	Total	General	Restricted	Total
	£	£	2022	£	£	2021
			£			£
Donations and legacies;						
Donations to major appeals	243,733	23,000	266,733	300,189	15,150	315,339
	<u>243,733</u>	<u>23,000</u>	<u>266,733</u>	<u>300,189</u>	<u>15,150</u>	<u>315,339</u>

#### 3 Investment income

	Unrestricted funds	Total
	Designated	2022
	£	£
Interest receivable and similar income;		
Interest receivable on bank deposits	<u>18</u>	<u>18</u>

#### 4 Expenditure on charitable activities

	Activity undertaken directly	Activity support costs	Total	Total
	£	£	2022	2021
			£	£
To relieve poverty in Zambia	<u>447,084</u>	<u>1,200</u>	<u>448,284</u>	<u>360,892</u>

£400,134 (2021 - £360,892) of the above expenditure was attributable to unrestricted funds and £48,150 (2021 - £Nil) to restricted funds.

#### 5 Analysis of governance and support costs

##### Support costs allocated to charitable activities

	Governance costs	Total	Total
	£	2022	2021
		£	£
Independent examination fees	<u>1,200</u>	<u>1,200</u>	<u>960</u>

## **Baynards Zambia Trust**

### **Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)**

#### **6 Trustees remuneration and expenses**

During the year the Trust made the following transactions with Trustees:

##### **Patricia Napier**

£8,370 (2021: £610) of expenses were reimbursed to Patricia Napier during the year.

##### **Robert Napier**

£14,859 (2021: £Nil) of expenses were reimbursed to Robert Napier during the year.

All expenses paid were for the reimbursement of travel expenses incurred during the travel to project sites in Zambia and for UK administrative expenses. These Trustees made matching donations to the Trust.

No Trustees, nor any persons connected with them, have received any remuneration from the Trust during the year.

#### **7 Taxation**

The Trust is a registered charity and is therefore exempt from taxation.

#### **8 Debtors**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Other debtors	<u>2,659</u>	<u>10,215</u>

# Baynards Zambia Trust

## Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)

### 9 Funds

	Balance at 1 January 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2022 £
<b>Unrestricted funds</b>					
<i>General</i>					
Unrestricted general fund	25,503	243,733	(400,134)	140,016	9,118
<i>Designated</i>					
Designated fund	140,017	18	-	(140,016)	19
<b>Total unrestricted funds</b>	165,520	243,751	(400,134)	-	9,137
<b>Restricted funds</b>					
Restricted fund	25,150	23,000	(48,150)	-	-
<b>Total funds</b>	190,670	266,751	(448,284)	-	9,137

	Balance at 1 January 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2021 £
<b>Unrestricted funds</b>					
<i>General</i>					
Unrestricted general fund	43,223	300,189	(317,909)	-	25,503
<i>Designated</i>					
Designated fund	183,000	-	(42,983)	-	140,017
<b>Total unrestricted funds</b>	226,223	300,189	(360,892)	-	165,520
<b>Restricted funds</b>					
Restricted fund	10,000	15,150	-	-	25,150
<b>Total funds</b>	236,223	315,339	(360,892)	-	190,670

# Baynards Zambia Trust

## Notes to the Financial Statements for the Year Ended 31 December 2022 (continued)

### 10 Analysis of net assets between funds

	Unrestricted funds		Restricted funds	Total funds
	General	Designated		
	£	£	£	£
Current assets	<u>9,119</u>	<u>18</u>	<u>-</u>	<u>9,137</u>
	Unrestricted funds		Restricted funds	Total funds
	General	Designated		2021
	£	£	£	£
Current assets	<u>25,503</u>	<u>140,017</u>	<u>25,150</u>	<u>190,670</u>

### 11 Related party transactions

There were no related party transactions in the year other than those disclosed at note 5.