



TRADE AID

UNAUDITED TRUSTEES' REPORT AND FINANCIAL STATEMENTS

YEAR ENDED

31ST DECEMBER 2020

11 Glasshouse Studios
Fryern Court Road
Burgate
Fordingbridge
Hants
SP6 1QX

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Trustees' Report for the year to 31 December 2020

Reference and Administrative Details

Trade Aid is a UK registered charity (number 1059925) whose principal address was:
11 Glasshouse Studios,
Fryern Court Road
Fordingbridge
Hampshire
SP6 1QX

The Trustees during the year were:

Brian G Currie (Chairman)
Matthew Maddocks
David Edmonds
Tim Jordan-Dench
Jane Langford

Structure Governance and Management

Trade Aid is governed by a Trust Deed with a board of incorporated Trustees that meet quarterly. Trustees are recruited by the Board of Trustees through an election process with the Chairman having the deciding vote. No Trustee nor external body is entitled to appoint any Trustees.

No new Trustees were appointed in 2020.

The Project Manager UK, Alexander Cole left his role at the end of June 2020 and was replaced by Helen Howell who works part time (16-25 hours per week) on a voluntary basis. She works by managing most charity activities in the UK and overseeing all operations Tanzania, liaising constantly with employees in Tanzania and Trustees of both Trade Aid and Trade Aid Tanzania. No administrative or Trustee visits to Tanzania were possible in 2020 owing to the Covid 19 pandemic, but closer working with all charitable activities and advice on future strategies has been done through effective Teams Meetings. The Project Manager UK is responsible for the day to day for management of all aspects of project delivery as well as most support tasks, including (but not limited to) HR, marketing, fundraising and governance. Mrs. Pam Field is now responsible for the upkeep and maintenance of the Trade Aid website and co-ordination of all social media activity. She works one day a week and also acts as Charity Administrator managing accounts and administration and assisting on project delivery when required. Mrs Field also contributes many additional voluntary hours when required. To strengthen the Tanzanian operations, Rhoda Kitila was engaged as Hospitality Education Consultant in September 2020 to strengthen the Management Team in Tanzania and to support the Tanzanian Project Manager in his role. A Middle Management structure of three roles was also established in October 2020 to further strengthen and support the Tanzanian Project Manager to ensure continuity of the provision. The middle management appointments of Hotel Manager, Sustainability Development Manager and Training (Deputy Project) Manager were filled by highly experienced local native individuals who have a long history of working with Trade Aid.

Trade Aid appointed no new staff in 2020 and recruited one new volunteer.

Trade Aid's primary activity is to support, both financially and managerially, the activities of Trade Aid Tanzania in Mikindani, Tanzania. Trade Aid Tanzania supports education, heritage conservation for educational purposes and promotes sustainable employment and tourism in Tanzania.

Achievements and Performance

Trade Aid is an educational charity focusing on vocational education and enterprise, as well as educating young people on the benefits of maintaining the local environment and conservation. Trade Aid is a not for profit organisation and relies entirely upon donations. All monies accrued, whether in Tanzania or in the UK are reinvested in the charity to support its projects in Mikindani, Tanzania.

The continuing Trade Aid Provision during 2020 in both the UK and Tanzania is to be applauded as it has managed to survive the extenuating circumstances caused by the Covid 19 pandemic. Whilst employee contracts and student training had to be cut back to emergency levels during the second and third quarter (March to September 2020) the provision returned to near normal levels in September 2020, with a new cohort of 12 students and restoration of 12 staff 'Heads of Department' contracts in October 2020. The January 2020 intake of 20 students managed to complete their training in July 2020 and this brings the total number of students trained in 2020 to 32. Most have now found employment in local hotels and other establishments. It is anticipated that there will again be two cohorts of 20 students trained in 2021.

Trade Aid has run a very successful Gender Equality Programme now for a number of years and as at the end of 2020 had 21 students on programme. Many of these children have progressed through primary and secondary school and some of these children are now entering college courses in Mtwara. For 2021 the title Gender Equality Programme will be renamed as the Child Equality Programme in order to allow Trade Aid to be more inclusive with applicants. The fund which is generously supported by sponsors from the UK, provides access to education for young people from the poorest families in Mikindani. This programme supports these young people throughout their school years and where the only barrier to learning is financial. The expansion of provision will see Trade Aid supporting two deaf children from January 2021 as they need support at a specialist school and would have been denied access otherwise. As this provision has increased during 2020, a local child welfare officer will also be appointed part time in January 2021, to liaise regularly with the schools and families of the children, the Trade Aid UK Project Manager and the Tanzanian Project Manager. New applications in 2021 will need support from one of the two educational representatives on the Trade Aid Tanzanian local committee, who both work at the local schools. Trade Aid will seek to extend this sponsorship and include some provision for students who wish to undertake other vocational courses in nursing for example.

In addition to providing training for students, additional funding has been provided to enhance the skills of the staff working for Trade Aid in Tanzania. One staff member has nearly completed the level 5 TEFL course (Teaching English as a Foreign Language) and Rhoda Kitila is providing a structured Management Training programme for the new Middle Management Team. Plans have been drawn up to restore the building known as Bank House (adjacent to The Museum) as a school and conference facility, with additional letting accommodation on the first floor. Trade Aid is taking advantage of some inexpensive UK IT Training courses to also provide essential IT training to the Middle Management Team. The plans for 2021 see the establishment of new courses in IT and English for the whole community at Bank House as well as it providing additional meeting/conference room hire for outside organisations such as visiting UK Universities etc.

We continue to fund Trade Aid Tanzania to support environmental and community projects in Mikindani and funded the building of a new storage Water Tank in Mitengo in December 2020. Since its completion, water has been made available all the time instead of just three times a week and over 50 people now visit to get clean water every day.

Trade Aid continued to fund the educational museum 'Makumbusho' and cultural centre at Mikindani. With the addition of the restored facility at Bank House, it is hoped to further promote the centre to attract and promote the valued rich history of the local people. It is hoped that new cultural Tours from around the world can be established in 2021, which would enable visitors to stay at the Old Boma Training Hotel and also visit Trade Aid. Whilst tours of non-Tanzanian visitors to the museum were fairly restricted during the pandemic, visitor numbers for the year were recorded as:

MUSEUM VISITORS 2020				
MONTH	DOMESTIC VISITORS	EXTERNAL VISITORS	SCHOOLS & COLLEGES	TOTAL
January	105	41	15	161
February	71	10	106	187
March	6	8	612	626
April	0	0	0	0
May	0	0	0	0
June	24	0	0	24
July	61	11	36	108
August	118	10	25	153
September	127	9	359	495
October	119	6	161	286
November	496	6	93	595
December	103	6	447	556
TOTAL	1230	107	1854	3191

Whilst Tanzania and Mikindani itself seemed to escape a large number of fatalities from Covid 19, Trade Aid has seen a heightened threat from a security issue in North Eastern Mozambique. For this reason there have been several local festivals and events cancelled on the advice of the local Tanzanian police and Trade Aid has increased the level of security at the Boma accordingly. One event that did manage to take place was a town Fun Run on the 14th November which Trade Aid was able to sponsor. An emergency plan has been agreed for the village and the Old Boma is now a designated 'safe place' for local people if the village is ever under threat.

Trade Aid's emphasis remains on local talent. In 2019 Trade Aid Tanzania was fully staffed by Tanzanians and this continued throughout 2020.

Objectives and Activities

The objectives and activities of Trade Aid in 2020 have been greatly affected by the global Covid 19 pandemic. External funding has been very scarce for all charities and many small charities have failed worldwide in 2020. For this reason the Trade Aid objectives and activities will remain largely the same as per the last report so the summary below merely restates the intentions and activities as per the report in 2019 in the hope that the work of Trade Aid can continue as it moves into 2021.

In 2021 Trade Aid hopes to continue to build on the growth of its relationships nationally and internationally, spreading awareness of the valuable work that Trade Aid does. This will be done through continuing to establish new partnerships with educational establishments worldwide, building back a clientele of guests who have stayed at the Boma and organisations that are willing and able to support it. The new middle management role of the Sustainability Development Manager has been created solely to promote and develop these relationships with the assistance of the UK Project manager and UK Trustees. The work in Tanzania will also be greatly assisted by Rhoda Kitila who lives in Dar-es-Salaam.

Trade Aid will continue to seek out grants for the continuation of the museum's expansion. It will continue to seek funding for an oral history presentation that will take on techniques researched in Belgium by TAUk volunteer and museum's professional, Robert Williams. In early 2021, we will be providing interactive video screens in the museum, which feature local residents telling their stories and their history in their own words. An up to date video-phone has been purchased so that continual recording of the local historical traditions can also be added to the web-site platform. It is hoped that the videos will help encourage more visitors to this richly cultural village and generate more donated funding.

Trade Aid successfully achieved its goal of establishing Mikindani as an official Conservation Zone in 2017, which was celebrated in 2018. After the government of

Tanzania failed to complete local by-laws in 2019, Trade Aid hopes to support their creation in 2021. Trade Aid has assisted in the by-laws process by providing legal advice and access to resources not available to local government. The Trade Aid Tanzanian Committee members and Project Manager, will continue this work into 2021 now that the 2020 Government Election has been completed.

Trade Aid will make efforts to seek funding for the restoration of historic buildings identified as at risk through the research studies sponsored by Trade Aid, carried out by the Dept. of Antiquities. We will seek this funding from grant making organisations and trusts, in the UK, Tanzania and internationally.

Trade Aid intends to improve the international and national representation of its vocational training centre by promoting The Old Boma Vocational Training Centre and by building an increased association with internationally recognised training institutions and its affiliation with sustainable travel solutions through regular promotions. It also intends to extend its reach by creating a network of partner institutions in Tanzania where students can attend work experience.

Trade Aid is committed to assisting the community of Mikindani in Southern Tanzania through “Educating for Employment” and will continue to progress the projects above. Trade Aid intends to review and evaluate its training programme at The Old Boma Vocational School to improve access for those with almost no access to education. Trade Aid also hopes in 2021 to confirm accreditation from VETA (Vocational Education and Training Authority) in Tanzania to bolster employment opportunities for its trainees.

We continue to be dedicated in our efforts to communicating with local communities on the benefits of conserving historic buildings and the economic benefits of sustainable tourism. This is done through participatory conservation efforts. Trade Aid will continue to seek funding for the protection of historic buildings in Mikindani throughout 2021 so that these efforts can continue and the historic buildings remain both an educational and economic asset to the community.

Trade Aid intends to increase its environmental projects, and its commitment to combating climate change. We aim to do this by assessing our reliance on generators, fossil fuels and use of vehicles. Trade Aid also hopes to support small community based environmental projects in Mikindani.

Trade Aid will continue to monitor and advise on the Nyerere House restoration.

TRADE AID

Financial Review

It is the charity's policy to retain only sufficient reserves to safeguard the continuity of its overseas operations, thereby committing the maximum possible resources to its current programmes. At the close of 2020, Trade Aid held £19,412 in reserve £18,690 of which is allocated to Trustee-approved projects and £722 is unrestricted. In addition Trade Aid held £1,996.07 in its current account.

Although in 2020 Trade Aid's external fundraising was severely restricted due to the Covid pandemic, Trade Aid aims to diversify its income streams in 2021 and make itself more sustainable. Trade Aid expects its reliance on corporate donations to become increasingly difficult especially in light of the overall post-Covid financial climate. Trade Aid UK hopes to increase its emphasis on institutional funding, individual giving and fundraising events in order to decrease its reliance on an almost single income source.

In 2020, the principal source of project funding continued to come from Lascar Electronics Ltd.

All administrative costs, including employee salaries, are funded by corporate donor Larasian Ltd.,

Funds Held as Custodian on behalf of Others

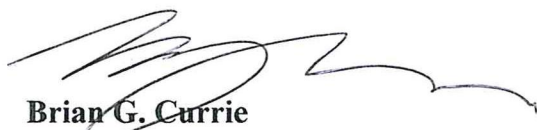
None

Declaration and Public benefit Statement

The Trustees believe that they have complied with their duty to have due regard to the guidance of public benefit published by the Commission in exercising their powers and duties.

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

Signed on behalf of the Charity's Trustees



Brian G. Currie

Chairman of the Trustees

Dated April 2021

Charity Number 1059925

Charity number: 1059925

Independent Examiner's report to the Trustees of Trade Aid

I report on the accounts of Trade Aid for the year ended 31 December 2020, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes 1 to 11.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts. You consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to examine the accounts under section 145 of the 2011 Act, follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5) of the 2011 Act, and 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 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 statement below.

Independent examiner's statement

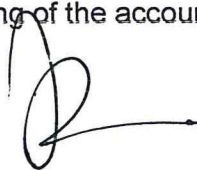
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act 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.

James Broom



Date: 7 May 2021

Chartered Tax Advisor
Sandisons Limited
Badger House
Blandford Forum
Dorset DT11 7QD

Statement of Financial Activities
Year to 31 December 2020

	Note	Unrestricted Funds	Restricted Funds	2020 Total Funds	2019 Total Funds
Income from:					
Donations and Legacies	2	142,268	7,995	150,263	199,753
Investments		10		10	19
Total		142,278	7,995	150,273	199,772
Expenditure on:					
Charitable activities	3	148,477	5,089	153,566	190,719
Total		148,477	5,089	153,566	190,719
Net (expenditure)/income		(6,199)	2,906	(3,293)	9,053
Net movement in funds		(6,199)	2,906	(3,293)	9,053
Reconciliation of funds:					
Total funds brought forward		14,778	9,515	24,293	15,240
Total funds carried forward		8,579	12,421	21,000	24,293

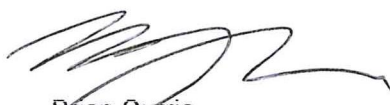
The Statement of Financial Activities has been prepared on the basis that all operations are continuing operations.


Balance Sheet

As at 31 December 2020

	Note	2020 Total funds	2019 Total funds
Fixed Assets			
Tangible fixed assets	8	200	400
Current Assets			
Cash at Bank and in hand		21,760	24,853
		21,960	24,853
Liabilities			
Creditors - amounts falling due within one year	9	960	960
Net Current Assets			23,893
Total Net Assets		21,000	24,293
The funds of the charity			
Unrestricted funds		8,579	14,778
Restricted income funds	10	12,421	9,515
Total Funds		21,000	24,293

These financial statements were approved by the board of Trustees on the 4th March 2021 and signed on its behalf:


Brian Currie
Chairman


David Edmonds
Trustee

Notes to the Financial Statements for the year ended 31st December 2020

Accounting Policies

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the financial statements:

1. Basis of Preparation

The financial statements have been prepared under the historical cost convention and in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom accountancy standards and applicable regulations), the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard (FRS 102) and the Charities Act 2011.

Income

Recognition of income

Income is included within the Statement of Financial Activities (SoFA) when:-

- ❖ The Charity becomes entitled to the resource
- ❖ The Trustees believe that receipt is probable
- ❖ The monetary value can be measured with sufficient reliability.

Grants, donations and gifts

Grants donations and gifts are included in the SoFA when the Charity has unconditional entitlement to the resources.

Volunteer help

The value of any voluntary help received is not included in the SoFA but is described in the Trustees Report.

Interest income

This is included in the accounts when received.

Expenditure and Liabilities

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure.

Governance costs

These include costs of the preparation and examination of statutory accounts, the cost of Trustee meetings and supervisory visits to Tanzania and costs of any legal advice to Trustees on governance or constitutional matters.

Notes to the Financial Statements for the year ended 31st December 2020
Accounting Policies (continued)

Grants payable

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met in relation to the grant.

Support Costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating staff costs by time spent and other costs by their usage.

Pensions

Contributions are made to a defined contribution scheme and are charged to the accounts as incurred.

Taxation

No charge to current or deferred taxation arises as the charity's activities are exempt from UK taxation.

Foreign Currency

Transactions in foreign currencies are recorded in sterling at the rate ruling on the date of the transaction.

Fund Accounting

Restricted funds

Restricted funds represent grants and donations received which can only be used for particular purposes specified by the donors. Such purposes are within the overall aims of the charity. A general transfer of 30% of such funds may be made to unrestricted funds to cover the cost of unallocated general as well as support activities, e.g. the cost of sending UK personnel to Tanzania is not individually allocated although such personnel work on activities funded from both restricted and unrestricted sources.

Unrestricted funds

Unrestricted funds comprise General funds.

General funds represent amounts, which are expendable at the discretion of the Trustees in furtherance of the objectives of the charity.

Designated funds represent amounts that the Trustees may, at their discretion, set aside for specific purposes that would otherwise form part of the general reserves of the charity. Specifically Trade Aid sets aside funds so that it can protect its ongoing programme of work from unexpected variations in income.

Notes to the Financial Statements for the year ended 31st December 2020
Accounting Policies (continued)

Assets

Tangible fixed assets are valued at cost less accumulated depreciation. Depreciation is calculated to write off the original costs of the tangible fixed assets, less estimated residual value over their expected useful lives on a reducing balance basis at the following annual rate

Motor vehicles	25% Reducing balance
Camera	25% Straight Line

Cash at bank and in hand includes cash on deposit at the bank.

Notes to the Financial Statements for the year ended 31st December 2020

2. Analysis of donations and legacies

	Note	Unrestricted funds	Restricted Funds	2020 Total Funds	2019 Total Funds
Donations and legacies					
Corporate Donations		142,268	2,000	144,268	193,360
Trust donations		-	1,500	1,500	-
Other donations		0	4,495	4,495	6,393
Total donations and legacies		142,268	7,995	150,263	199,753

3 Expenditure on charitable activities

	Note	Unrestricted funds	Restricted Funds	2020 Total Funds	2019 Total Funds
Costs on behalf of Trade Aid Tanzania		2,509	-	2,509	1,252
Grants to Trade Aid Tanzania		109,017	5,089	114,106	135,527
Salaries and staff expenses		26,614	-	26,614	29,477
Travel and staff costs		12	-	12	2,517
Support costs	4	9,365	-	9,365	19,325
Governance costs	5	960	-	960	2,621
Total Expenditure on charitable activities		148,477	5,089	153,566	190,719

4 Analysis of support costs.

Support costs	2020	2019
Payroll costs	8,793	15,955
Insurance	-	-
Office running costs	572	3,370
Total support costs	9,365	19,325

All such expenditure relates to unrestricted funds

5 Analysis of Governance Costs

Governance costs	2020	2019
Legal Fees	-	-
Trustee expenses UK	-	274
Accountants fees	960	960
Trustee expenses TZ	-	1,387
Total governance costs	960	2,621

Notes to the Financial Statements for the year ended 31st December 2020

6 Fees for examination of the Accounts

	2020	2019
Independent examiner's fee	<u>960</u>	<u>960</u>

7 Analysis of Staff costs

Staff Costs	2020	2019
Included within support costs:		
Gross Wages - UK staff	6,463	12,393
Staff Training	179	77
Pension costs	459	902
Employers NI Contributions	1,692	2,583
Total within support costs	<u>8,793</u>	<u>15,995</u>
Gross Wages - TZ staff (split between Charitable activities and grants to Trade Aid Tanzania)	26,914	29,447
	<u>35,707</u>	<u>45,432</u>
 Average number of full time employees:		
Administration	1	1
Charitable activities	2-3	3-4

The charity recruits and employs volunteers in the UK, who are then posted to Tanzania. Their employment and transport costs are recorded as Grant funding of charitable activities. In 2020 no UK volunteers worked for this charity. All volunteers who assisted us in 2020 were Tanzanians working in our sister charity Trade Aid Tanzania.

8 Tangible Fixed Assets

Tangible fixed Assets

	Camera	Motor Vehicles	Total
Cost			
As at 1st January 2020	547	7,012	7,559
Additions	-	-	-
Disposals	-	(7,012)	(7,012)
As at 31 st December 2020	<u>547</u>	<u>-</u>	<u>547</u>
Depreciation			
As at 1st January 2020	147	7,012	7,159
Charge for year	200	-	200
Eliminated on disposal	-	(7,012)	(7,012)
As at 31 st December 2020	<u>347</u>	<u>-</u>	<u>347</u>
Net book value 31st December 2020	<u>200</u>	<u>-</u>	<u>200</u>
Net book Value 31st December 2019	<u>400</u>	<u>-</u>	<u>400</u>

Notes to the Financial Statements for the year ended 31st December 2020

9 Creditors

Creditors: amounts falling due within one year

	2020	2019
Accruals	960	960
	960	960

10 Funds

	Fund balances as at 1 January 2020	Income	Expenditure	Fund balances as at 31 December 2020
Unrestricted funds				
General Funds	14,778	142,278	148,477	8,579
Restricted funds				
G E P	1,647	1,902	600	2,949
Mikindani Museum	-	3,288	2,031	1,257
Bank House	-	210	0	210
Small Projects Fund	1,890	2,000	2,000	1,890
Community Fund	-	596	458	138
Mitengo craft village	5,978			5,978
	9,515	7,995	5,089	12,421
Total Funds	24,293	150,273	153,566	21,000

All funds are held within current assets - (2019- All within current assets)

11 Trade Aid Tanzania (Related Parties)

In Tanzania, Trade Aid operates through an independent Tanzanian registered Charity – Trade Aid Tanzania. The Chairman of Trade Aid – Mr Brian Currie, is a Trustee of Trade Aid Tanzania.

Trade Aid Tanzania receives most of its funding in the form of grants from Trade Aid, although some relatively minor funds are raised locally in Tanzania. In 2020 Trade Aid UK provided £138,152 (2019- £165,222) of funds for Trade Aid Tanzania.

Trade Aid Tanzania is subject to a full audit of its accounts in Tanzania.