

**MPIKA VILLAGE OF HOPE  
TRUSTEES REPORT  
FOR THE YEAR ENDED 5 APRIL 2021**

**LEGAL INFORMATION**

**ADDRESS**

Unit 16, Black Dyke Mills, Brighouse Road, Queensbury. Bradford. BD13 1QA

**WEBSITE**

[www.mpika.org](http://www.mpika.org)

**CHARITY NUMBER**

1106841

**TRUSTEES**

Brian Newham  
Christine Anne Watkin  
Marion Dawn Matley  
Rose Bower  
Sue Maynard (resigned 07/06/21)

**BANKERS**

Co-Operative Bank PLC  
Business Direct  
PO Box 250  
Skelmersdale  
WN8 6WT

**INDEPENDENT EXAMINER**

Stephen Drew FCCA  
Harrison Hutchinson Limited  
246 Park View  
Whitley Bay  
Tyne and Wear  
NE26 3QX

**MPIKA VILLAGE OF HOPE  
TRUSTEES REPORT  
FOR THE YEAR ENDED 5 APRIL 2021**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

- **Type of governing document**

The fund is governed by a Trust Deed dated 2nd September 2004, the terms and rules of which were last amended on 16th April 2016.

- **How charity is constituted**

The fund is a charitable unincorporated body and is governed by the rules of and in the above trust deed.

- **Trustee selection methods**

When the trustees need to appoint a new trustee to replace a trustee, it is placed on the next available trustees meeting agenda for discussion. The members make their suggestions and the board after a discussion agrees on who should be approached. Once approached and having accepted the invitation to be a trustee, they are welcomed at the next meeting.

- **Induction and training of trustees**

New trustees are provided with suitable documentation upon taking up post to ensure a good knowledge of their responsibilities. All members take an appropriate part in the tasks involved in the furtherance of our objectives.

- **Organisational structure of charity**

The organisational structure consists of Trustees, Volunteers who staff the shop and two paid staff who attend to the day to day (regulatory and financial) operations of the charity.

**OBJECTIVES AND ACTIVITIES**

- **Purposes of charity**

The Mpika Village of Hope Orphanage is where the children find shelter, warm meals and schooling. We teach them to care for one another. The school is the best in the district, with glowing reports. The two farms provide staple food for the kitchen to enable it to provide the children and workers with meals. We have clean water from the bore hole in situ and expert medical care is on hand when needed. Since November 2020 the orphanage has stated that they are self-sufficient from farm income and school fees. Our objectives since then have been to provide regular school fees, exceptional items such as fertiliser and focus all our surpluses towards the rebuilding of the orphanage.

- **Summary of main activities**

The Mill charity shop provides the money required for all our operations and we have a steady income stream from private individuals who donate sponsorship money that is transferred directly to the orphanage.

- **Consideration of public benefit**

The Trustees have read the Charity Commission guidance on public benefit and are satisfied that the activities outlined above clearly demonstrate that the charity is providing a benefit to the public.

**MPIKA VILLAGE OF HOPE  
TRUSTEES REPORT (continued)  
FOR THE YEAR ENDED 5 APRIL 2021**

**ACHIEVEMENTS AND PERFORMANCE**

- **Main achievements**

The charity continued to provide school fees, sponsorship and other items to the Orphanage in Northern Zambia and we continue to work with other charities to provide help to people in need and hence, making best use of any excess donations received. In particular, we have donated winter clothing to the homeless.

- **Performance**

The trustees are pleased to report that funds continue to increase year on year and stand at as at £29,976 as at 5 April 2021 (2020: £9,530). We were closed for a large part of the period from March 2020 to April 2021 but received significant grant funding through Bradford City Council.

**FINANCIAL REVIEW**

- **Financial position as at the year end**

Orphanage operations and wages in Zambia of £35,757 (2020: £41,850) were paid out during the year. Shop income amounted to £37,254 (2020: £82,196) whilst income from other activities (excluding receipts from HMRC) amounted to around £52,000 (2020: circa £10,000). Of this £52,000 just over £39,000 related to Grants received through Bradford City Council, whilst refunds of previous overhead costs generated just over £2,500.

- **Reserves policy**

The trustees have established a reserves policy, to hold in available balance an amount equal to between 3 and 4 months of operating costs.

- **Amount of reserves held**

Our available balance at the balance sheet date was £29,976 (2020: £9,530). The Trustees are satisfied that they have sufficient reserves on hand to enable the fund to function effectively in the coming year.

- **Principal source of funds**

We reopened the Mill shop on April 12<sup>th</sup> 2021 and expect to remain open from this date unless there are changes in the Covid situation.

- **Risks facing charity**

The Trustees have overall responsibility for ensuring that the Charity has an appropriate system of controls, financial and otherwise. They 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 and to provide reassurance that:

- its assets are safeguarded against unauthorised use or disposition;
- proper records are maintained and financial information used within the Charity or for publication is reliable;
- the Charity complies with relevant laws and regulations.

The Trustees have made an assessment of the major risks facing the charity and are satisfied that there are policies in place to minimise these risks.

**MPIKA VILLAGE OF HOPE  
TRUSTEES REPORT  
FOR THE YEAR ENDED 5 APRIL 2021**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

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

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity and of the incoming resources and application of resources of the charity for that year. 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with Part 8 of the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008. They 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.

Approved by the trustees on 9 November 2021 and signed on their behalf by



**Brian Newham  
TRUSTEE**



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Mpika Village of Hope

No (if any)  
1106841

CC16a

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	06/04/2020		05/04/2021

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Shop Income	37,254	-	-	37,254	82,196
Regular Donations	4,171	-	-	4,171	4,331
Ad-Hoc Donations	3,378	-	-	3,378	2,060
Fundraising Events	-	-	-	-	-
Sale of Rags	2,070	-	-	2,070	3,416
HMRC Repayments	4,206	-	-	4,206	6,718
Combined Other Miscellaneous	42,827	-	-	42,827	747
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>93,906</b>	<b>-</b>	<b>-</b>	<b>93,906</b>	<b>99,469</b>
<b>A2 Asset and investment sales, (see table).</b>					
Loan repayments	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>93,906</b>	<b>-</b>	<b>-</b>	<b>93,906</b>	<b>99,469</b>
<b>A3 Payments</b>					
Orphanage Operations & Wages (Zambia)	35,757	-	-	35,757	41,850
UK Staff Salaries	6,390	-	-	6,390	200
Shop Premises Rent, Rates, Insurance & Utilities	23,958	-	-	23,958	29,383
Shop Premises Maintenance & Miscellaneous	259	-	-	259	986
Stock, Shop & Stationery Supplies	790	-	-	790	3,358
Fundraising Event Expenses	-	-	-	-	221
Shipping Container Costs, Fuel & Transport	3,927	-	-	3,927	11,697
Carriage, Postage, Communications	1,427	-	-	1,427	1,176
Combined Other Miscellaneous	952	-	-	952	9,111
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>73,459</b>	<b>-</b>	<b>-</b>	<b>73,459</b>	<b>97,983</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>73,459</b>	<b>-</b>	<b>-</b>	<b>73,459</b>	<b>97,983</b>
<b>Net of receipts/(payments)</b>	<b>20,447</b>	<b>-</b>	<b>-</b>	<b>20,447</b>	<b>1,486</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>9,530</b>	<b>-</b>	<b>-</b>	<b>9,530</b>	<b>8,044</b>
<b>Cash funds this year end</b>	<b>29,976</b>	<b>-</b>	<b>-</b>	<b>29,976</b>	<b>9,530</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account Balance	29,976	-	-
	Unbanked Cash	-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>29,976</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



**Section A**

**Independent Examiner's Report**

**Report to the  
trustees/members of**

Charity Name  
**Mpika Village of Hope**

**On accounts for the year  
ended**

**5<sup>th</sup> April 2021**

**Charity no  
(if any)**

**1106481**

**Set out on pages**

**1 and 2 plus PDF supplement**

*(remember to include the page numbers of additional sheets)*

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 5<sup>th</sup> April 2021.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:**

**9th November 2021**

**Name:**

**Stephen Drew**

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

**FCCA**

**Address:**

**246 Park View, Whitley Bay**

**Tyne and Wear**

**NE26 3QX**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

The following transactions occurred during the previous year but left balances owing to the Charity, which could be considered to be Ultra vires to the objectives of the charity:

- David Matley: The loan balance of £1,000.00 as at 5<sup>th</sup> April 2020 is noted below following a meeting of the Trustees.
- Funeral costs for the late June Martin: The balance of £3,982.60 as at 5<sup>th</sup> April 2020 remained as such as at 5<sup>th</sup> April 2021.
- The Late June Martin: The loan balance of £360.00 as at 5<sup>th</sup> April 2020 was still outstanding as at 5<sup>th</sup> April 2021.
- Gillian Matley: The loan balance of £220.00 as at 5<sup>th</sup> April 2020 was still outstanding as at 5<sup>th</sup> April 2021.

The Trustees acknowledge the existence of the above as at 5<sup>th</sup> April 2021 and will work in the current year to correct them. If funds cannot be reclaimed from those noted above, the Trustees (at the time of the events), intend to make good the funds personally.

The result of a Trustees meeting held on 2<sup>nd</sup> November 2021:

- David Matley loan balance of £1,000  
This loan was repaid on 11.11.2019. Following contact with David (on 1<sup>st</sup> November 2021) the Trustees have identified the repayment as previously being noted as a one-off donation from David's partner Sandra.
- Funeral costs for the late June Martin of £3,982.60  
Brian Newham, Tina Watkin, Rose Bower, Jacqueline Wilkinson and Marian Matley are each liable for £797 should a further attempt to approach the family to contribute to the costs prove futile.
- The Late June Martin loan balance of £360.00  
Brian Newham, Tina Watkin and Jacqueline Wilkinson will each pay £120.00 to clear this loan balance should a further attempt to approach the family to repay these funds prove unsuccessful.
- Gillian Matley loan balance of £220  
Brian Newham, Tina Watkin, Rose Bower, Jacqueline Wilkinson and Marian Matley will each pay £44 to clear this loan balance as it was decided at the meeting to write the above balance off as Gillian cannot be contacted (despite the best efforts of the Trustees).