



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01.04.2023 Period start date To 31.03.2024 Period end date

Charity name: Gap Ministries

Charity registration number: 1111373

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Gap Ministries (also known as Gap Kenya) exists to educate, empower, and enable street connected children in Mombasa and children who live on or near the Mwakirunge Garbage Dump on the outskirts of Mombasa to improve their lives and future prospects.
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	<p>The charity runs several projects:</p> <p><b><u>Stepping Stones</u></b></p> <p>A day care centre for street connected children from the city providing food, showers, laundry, teaching, medical care if required, recreation and counselling. Staff share the love of Jesus with the children by showing love, respect, and enabling the children to understand their potential, alongside the practical care they receive. Three skills workshops began in computer studies, tailoring, and photography to enable older boys surviving on the streets to learn skills aimed at enabling them to leave street life.</p> <p><b><u>Foster Family Home.</u></b></p> <p>A foster family home where 11 children live with dedicated foster parents who love and care for them, acting as role models for good relationships and a stable family life. The children are all in full time education, and are able to go on to higher education if appropriate. They are also enabled to move on to independent living once they finish their education.</p> <p><b><u>Joseph Centre.</u></b></p> <p>A day care centre adjacent to the main municipal garbage dump for Mombasa in</p>

		<p>Mwakirunge. This centre caters for 40 children whose parents live or survive on this dump site enabling them to access food, hygiene measures such as showers, dental hygiene etc. and to learn and play. The centre provides creche facilities for children from 2 years of age, and pre-school education for children from 3 – 5 years.</p> <p>Children whose parents cannot or do not send them to school are also taught English and Maths in the centre.</p> <p>Children up to the age of 16 who have never or who currently do not attend school are also taught in the centre.</p> <p>Learning through fun, craft, games etc is also an important role of the centre to develop imagination and developmental progress in a child.</p> <p>The charity also assists 44 children to attend the local school, their fees, uniforms, shoes, books etc provided by the charity.</p> <p>Two children who completed primary education have been assisted to attend boarding schools for their High School education.</p> <p>Medical care is also provided either within the centre (first aid), in local health centres, or in hospitals as appropriate.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees can confirm that all the above projects have shown great public benefit to children supported by Gap Kenya.

#### **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	<p>Gap Kenya has a great team of volunteer Trustees, whose roles are vital to the work of Gap Kenya, providing the governance and accountability required.</p> <p>We also have support volunteers who fund raise to provide some of the finance required to enable the Charity to achieve their objectives.</p>

		Volunteers also visit the projects in Mombasa helping out in the centres and with the feeding on the Mwakirunge garbage dump. The charity also uses local volunteers who aid the staff in the two day care centres.
Other		

## 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	<p><b>1. The Stepping Stones Centre.</b></p> <p>The Stepping Stones Centre continues to provide a safe place for street connected children to access food, showers, laundry, teaching and recreation alongside love, respect and fun.</p> <p>The centre has enabled children to realise they have potential and to consider different options apart from surviving on the streets.</p> <p>Several children attending the centre have been repatriated back to their families.</p> <p>One of the aims of the Stepping Stones Centre is to help street children adapt to routine and discipline in preparation for leaving street life should they desire to do so and several children moved into the family foster home. Several Stepping Stones children have been invited to live in various children's homes and are now attending school.</p> <p>Stepping Stones has become a 'Centre of Excellence' in day care, and other organisations are invited to visit the centres by the Mombasa Children's Dept to see our work and programmes.</p> <p><b>2. Family Foster Home</b></p> <p>Eleven children now live with foster parents in the foster family home, three of whom joined in April following attendance at the Stepping Stones centre.</p> <p>The foster parents love and nurture the children, providing moral and spiritual instruction which has enabled the children to develop and improve their characters.</p> <p>They have been able to live in a safe, loving environment learning about relationships, sharing, and caring. All</p>

		<p>have received medical care when required.</p> <p>They all attend school or higher educational institutes.</p> <p>Having had one boy complete his degree in Mechanical Engineering previously, we now have a boy complete his 2nd year at Teacher training College.</p> <p>All the boys are progressing well in their Academic Studies.</p> <p>Their personal development has gone from strength to strength, and combined with their academic achievements they are radically changed and have used the opportunities given them extremely well.</p> <p>One boy remains boarding at a school for the deaf and is making excellent progress in learning to sign, and academically. He has moved from primary education into Junior High.</p> <p><b>3. The Joseph Centre</b></p> <p>The centre now caters for up to 40 children from parents who live or survive on the Mwakirunge garbage dump.</p> <p>A further 44 children have been assisted to attend the local primary school, their fees, uniforms, books, shoes etc. provided by the charity.</p> <p>A creche is now provided for children from the age of 2 years to facilitate and aid the development of motor and social skills.</p> <p>Pre-school education classes are assisting children from 3 years to acquire fine motor skills enabling them to learn pencil control proficiencies and acquire some basic literacy and numeracy awareness.</p> <p>Older children who have never been to school are also taught in the centre to provide basic literacy and numeracy with one child enabled to return to school once he had 'caught up' with these skills.</p> <p>Children have learnt to 'play'. They are provided with breakfast and lunch and are able to shower in the centre. Personal hygiene has been taught and is encouraged.</p> <p>The centre has two children with marked learning difficulties who have now found a safe place to learn and develop. One 10 year old was withdrawn and didn't communicate. She now tries to verbalise and 'talk'. She has developed social skills, and joins in with many of the craft activities in the centre.</p>
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		<p>Children are able to receive medical care as required.</p> <p><b>4. Wider Benefits</b></p> <p>Whilst children are accessing the Stepping Stones centre, they are not causing problems on the streets. They are also away from 'gang leaders' who have some control over the children's activities and provide glue and other drugs to those on the streets. The children are also less likely to be involved in crime related activities.</p> <p>The mothers living on the garbage dump are beginning to accept the need for educating both boys and girls, especially to High School level. Men and women from the dump site have often been born there; they marry and have children who are also born on the dump and this continues from generation to generation. Education is one of the ways in which this cycle can be broken.</p> <p>The charity employs local Kenyan people to staff the centres. There is a high level of unemployment in Mombasa. Staff are able to rent accommodation, buy food, and send their own children to school due to working for the charity.</p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	.
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Performance of fundraising activities against objectives set	Para 1.41	Raising funds has been particularly challenging post Covid, but we managed to raise £48,373 against an expenditure of £57114.
Investment performance against objectives	Para 1.41	
Other		N/A

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Full details of the income and expenditure are contained in the charities submitted accounts.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We have a reserve of £10,000, which represents 2 months of our average expenditure
Amount of reserves held	Para 1.22	£10,000
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	We have no financial deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	We have no concerns about the charity continuing as a going concern

## 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	There are a number of Churches and small businesses who support the charity, some on a regular basis and others on an ad hoc basis. There are also a number of individual people who give a regular, monthly donation to the charity.
Investment policy and objectives including any social investment policy adopted	Para 1.46	As already stated, the charity's does not have investments at this time.
A description of the principal risks facing the charity.	Para 1.46	

Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Gap Ministries is an Unincorporated Trust
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	The 3 existing trustees remain in post,.

### 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	<p>Potential trustees are generally proposed by our current members or by those people who have a strong interest in the charity but are unable to be trustees themselves due to other commitments etc.</p> <p>All potential candidates are spoken to by a trustee who outlines the role and implications of this to ascertain if a person is first of all suitable and secondly, if they are interested.</p> <p>If so, they are invited to the next Trustee meeting to meet all trustees and to discuss the role in more detail and for the Trustees to answer any questions they may have.</p> <p>They person is then given time to decide if they wish to take on the Trustee role. They are also given a list of publications from the Charity Commission website outlining and advising them on the role of a Trustee.</p> <p>Once appointed, the Trustee is advised of the term they will serve in this capacity following discussion between the board of trustees and themselves.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The charity is currently governed by 5 trustees all resident within the UK.</p> <p>The two founding trustees of Gap Kenya spend much of their time in Kenya, managing and working within the projects. Gap Kenya currently employs 15 Kenyan people including a manager who work within the project, eight are full time staff and seven are part time staff. The manager of all the projects is a graduate and over- sees each area, working with and reporting to the two trustees on a weekly basis.</p>



		<p>Whilst the trustees are in the UK, weekly meetings are held with The Manger via Zoom.</p> <p>The foster father of the home along with the manager send monthly financial reports and all receipts from any spending.</p> <p>The charity is registered in Mombasa as a Community Based Organisation (CBO). This registration is renewed each year with the relevant Government department in Mombasa.</p>
Relationship with any related parties	Para 1.51	The charity works closely with the Children's Department, and Education Department in Mombasa.
Other		

## Reference and Administrative details

Charity name	Gap Ministries
Other name the charity uses	Gap Kenya
Registered charity number	1111373
Charity's principal address	4 Manor Farm Close Ashton-u-Lyne Gtr Manchester OL7 9LS

### **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	Paul Woods	Chairman		
2	Gayle Woods	Secretary		
3	Gill Barber			
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

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

### 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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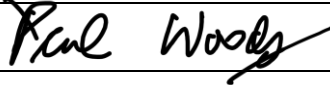
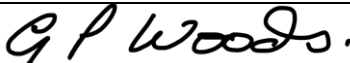
## Other optional information

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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)	Paul Woods	Gayle Woods
Position (eg Secretary, Chair, etc)	CHAIR	Secretary
Date	30/01/2025	



## Receipts and payments accounts

CC16a

For the period  
from

01/04/2023

31/03/2024

## Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	
<b>A1 Receipts</b>					
Donations from Business's	9,095			9,095	
Online Donations	5,217			5,217	
Regular Donations	15,348			15,348	
Ad Hoc Giving	6,065			6,065	
Donations from Charitable Trusts	2,000			2,000	
Donations from Churches	7,460			7,460	
Gift Aid	3,419			3,419	
<b>Sub total (Gross income for AR)</b>	<b>48,604</b>			<b>48,604</b>	
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total receipts</b>	<b>48,604</b>	<b>-</b>	<b>-</b>	<b>48,604</b>	
<b>A3 Payments</b>					
	-			-	
<b>Stepping Stones Centre Total</b>	<b>22,463</b>			<b>22,463</b>	
Rent	2,218			2,218	
Salaries	7,725			7,725	
travel	4,159			4,159	
food	4,435			4,435	
Utilities	1,445			1,445	
clothing	374			374	
Repairs	1,217			1,217	
Health	348			348	
Exceptional Costs/Sundry	542			542	
<b>Family Home Total *</b>	<b>8,797</b>			<b>8,797</b>	
Salaries	608			608	
Rent	2,682			2,682	
travel	554			554	
Food	3,327			3,327	
Utilities	801			801	
Repairs	92			92	
clothing	551			551	
Health	128			128	
Sundry	54			54	
<b>Education Total</b>	<b>8,457</b>			<b>8,457</b>	
<b>Joseph Centre *</b>	<b>10,140</b>			<b>10,140</b>	
Rent	1,584			1,584	
salaries	3,172			3,172	
travel	1,904			1,904	
utilities	770			770	
food	2,088			2,088	
repairs	263			263	
clothing/equipment	165			165	
health	194			194	
CCXX R1 accounts (SS)		1			30/01/2025

Car Servicing /Repairs	772			772	
Just Giving Fees	216			216	
Big Church Day Out	804			804	
House Rental	5,400			5,400	
Insurance	158			158	
Marketing	550			550	
Website	1,400			1,400	
sundries	41			41	
		-	-		-
	-	-	-	-	-
<b>Sub total</b>	<b>59,198</b>	<b>-</b>	<b>-</b>	<b>59,198</b>	<b>-</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>59,198</b>	<b>-</b>	<b>-</b>		<b>59,198</b>
<b>Net of receipts/(payments)</b>	<b>59,198</b>	<b>-</b>	<b>-</b>		<b>59,198</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>		<b>-</b>	<b>-</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 £
B1 Cash funds	RBS Account.	6,918	-	-
	Reserve	10,000	-	-
		-	-	-
	<b>Total cash funds</b>	<b>16,918</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	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	
		PAUL WOODS		
		GAYLE WOODS		



Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
Gap Ministries

On accounts for the year  
ended

2023-2024

Charity no  
(if any)

1111373

Set out on pages

(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 31/03/2024.

Responsibilities and  
basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did 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 this report in order to enable a proper understanding of the accounts to be reached.

\* *Please delete the words in the brackets if they do not apply.*

Signed:

Date:

30/1/25.

Name:

John Grantham

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



**Address:**

Home state agents 4 Huddersfield
Stalybridge.
SK152QA.

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material 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.**

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