

UTULIVU WOMENS GROUP

TRUSTEES' REPORT  
AND  
FINANCIAL STATEMENTS

FOR THE YEAR END  
31 May 2023

**UTULIVU WOMENS GROUP**

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# **UTULIVU WOMENS GROUP**

## **TRUSTEES' REPORT**

FOR THE YEAR ENDED 31 May 2023

The trustees present their report with the unaudited financial statements of the charity for the year ended 31 May 2023.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

**Charity No. 1118448**

#### **Principal Office**

555 Northumberland avenue  
Reading  
RG2 8NX

#### **Trustees**

The following trustees served during the year:

J.Kihika  
L. Mshila  
A.Mukwamatapa  
R. Mwanje  
L. Obure  
E. Onduso

#### **Independent Examiners**

WKM Accountancy Services  
Castledine House  
5 Heanor Road  
Ilkeston  
DE7 8DY

#### **Bankers**

Barclays  
90-93 Broad Street  
Reading  
RG1 2AP

### **OBJECTIVES AND ACTIVITIES**

Promoting healthy living through workshops/seminars and trainings. Welcoming and supporting women and their families from abroad. Workshops on education for both women, young people and men. Enhancing social networks through outings, picnics, holidays and exchange programmes. Empowering children/young people through drama, music, poetry etc. Promoting cultural awareness. Providing volunteering opp

It has been another year of progress that as Utulivu refers to as 'Season of Growth' –a busy but gratifying one for our small and creative team. As a grassroot organization, we reflect on the journey and together. passionately celebrate the change we seek and continue to be in our communities. This in many ways continue to help us focus on our vision and as the saying goes, 'If you don't know where you have come from, you won't know where you are going'.

**TRUSTEES' REPORT**

FOR THE YEAR ENDED 31 May 2023

Our focus of empowering women & girls, young people, seniors and with the support of men continue to crystallize in the Health & Wellbeing approach located within the framework of Community Voice, Community Wellbeing Hub, Community Safety, and the Skills & Jobs. As such, our theme this year has been 'My Voice Counts Too for The Change We Seek For Our Health & Wellbeing'. We feel privileged to be able to design and deliver such a unique portfolio of work which is not only innovative and imaginative but also challenging us as facilitators to the communities we serve and those leading other organizations.

Our strength continues to be through working with and developing community assets. We are deeply indebted to all the people who continue to join and support us in realizing our vision. This includes our respected and valued creative small staff team, Trustees, partners, and our funders who have hugely helped us continue to perform while transforming by remaining purpose led and performance driven in impacting our communities positively.

**ACHIEVEMENTS AND PERFORMANCE**

This year's theme was 'Being the Change You Seek'. This was very timely given that we were dealing with the aftermaths of covid-19 which claimed many lives especially from the minorized communities. This has been inspired by the need to keep together and supporting those most vulnerable within their communities.

**FINANCIAL REVIEW**

Utulivu woman's group has had a considerable success in securing funding for ongoing and future projects.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

Utulivu woman's group is led by board of trustees who meet every two months and are responsible for the strategic directions and policies of the charity.

**Statement of trustees' responsibilities in relation to the financial statements**

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the charity's trustees.



L. Obure Trustee

12 March 2024

# **UTULIVU WOMENS GROUP**

## **INDEPENDENT EXAMINER'S REPORT**

FOR THE YEAR ENDED 31 May 2023

### **Independent Examiner's Report to the trustees of UTULIVU WOMENS GROUP**

I report to the trustees on my examination of the financial statements of UTULIVU WOMENS GROUP for the year ended 31 May 2022 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

#### **Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011('the Act'). The trustees consider that an audit is not required for this year under the Charities Act 2011, s.144(2) (the 2011 Act) and that an independent examination is needed.

I report in respect of my examination of the charity's financial statements 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**

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in, any material respect:

- the accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of the financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements 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 financial statements to be reached.



Mariah Tompkins  
FMAAT  
WKM Accountancy Services  
Castledine House  
5 Heanor Road  
Ilkeston  
DE7 8DY  
12 March 2024

# UTULIVU WOMENS GROUP

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 May 2023

Recommended categories by activity	Notes	Unrestricted funds £	Restricted income funds £	Total Funds 2023 £	Total Funds 2022 £
<b>Incoming resources</b>					
<b>Income and endowments from:</b>					
Donations and legacies	2	5,000.00	126,095.94	126,095.94	55,148.30
Charitable activities	3	-	885.00	5,885.00	23,264.29
<b>Total</b>		<b>5,000.00</b>	<b>126,980.94</b>	<b>131,980.94</b>	<b>78,412.59</b>
<b>Resources expended</b>					
<b>Expenditure on:</b>					
Charitable activities	4	995.00	139,616.30	140,611.30	58,907.36
Other	6	-	461.67	461.67	339.40
<b>Total</b>		<b>995.00</b>	<b>140,077.97</b>	<b>141,072.97</b>	<b>59,246.76</b>
<b>Net income/(expenditure) before investment gains/(losses)</b>		<b>4,005.00</b>	<b>(13,097.03)</b>	<b>(9,092.03)</b>	<b>19,165.83</b>
<b>Net income/(expenditure)</b>		<b>4,005.00</b>	<b>(13,097.03)</b>	<b>(9,092.03)</b>	<b>19,165.83</b>
<b>Net movement in funds</b>		<b>4,005.00</b>	<b>(13,097.03)</b>	<b>(9,092.03)</b>	<b>19,165.83</b>
Reconciliation of funds:					
Total funds brought forward		24,649.35	22,809.83	47,459.18	
<b>Total funds carried forward</b>		<b>28,654.35</b>	<b>9,712.80</b>	<b>38,367.15</b>	<b>19,165.83</b>

# UTULIVU WOMENS GROUP

## BALANCE SHEET

FOR THE YEAR ENDED 31 May 2023

Recommended categories by activity	Notes	Unrestricted funds £	Restricted income funds £	Total Funds 2023 £	Total Funds 2022 £
Fixed assets					
Tangible assets	7	-	268.33	268.33	-
<b>Total fixed assets</b>		<b>-</b>	<b>268.33</b>	<b>268.33</b>	<b>-</b>
Current assets					
Debtors	8	-	160.00	160.00	-
Cash at bank and in hand	9	18,765.18	20,928.15	39,693.33	49,014.01
<b>Total current assets</b>		<b>18,765.18</b>	<b>21,088.15</b>	<b>39,853.33</b>	<b>49,014.01</b>
Creditors: amounts falling due within one year	10	-	1,754.51	1,754.51	1,554.83
<b>Net current assets/(liabilities)</b>		<b>18,765.18</b>	<b>19,333.64</b>	<b>38,098.82</b>	<b>47,459.18</b>
<b>Total assets less current liabilities</b>		<b>18,765.18</b>	<b>19,601.97</b>	<b>38,367.15</b>	<b>47,459.18</b>
<b>Total net assets or liabilities</b>		<b>18,765.18</b>	<b>19,601.97</b>	<b>38,367.15</b>	<b>47,459.18</b>
<b>Funds of the Charity</b>					
Unrestricted funds	11	28,654.35		28,654.35	24,649.35
Restricted income funds	11		9,712.80	9,712.80	22,809.83
Endowment funds	11			-	-
<b>Total funds</b>		<b>28,654.35</b>	<b>9,712.80</b>	<b>38,367.15</b>	<b>47,459.18</b>

The financial statements were approved by the Board on 12-Mar-2024 and signed on its behalf by:



Lorna Obure  
Trustee

1 Accounting Policies

1.1 Accounting Policies

The principal accounting policies adopted by the Charity, which is a public benefit entity, in the preparation of the accounts are as follows.

1.2 Basis of preparation

These accounts have been prepared under the historical cost convention, as modified by the inclusion of charitable properties and fixed asset investments and investment properties at valuation.

These accounts 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)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

1.3 Going concern and reserve policy

The Trustees have prepared financial projections, taking into consideration the current economic conditions and have, at the time of approving these accounts, a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus they continue to adopt the going concern basis of accounting in preparing the accounts.

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 respond to applications for grants and ensure that support and governance costs are covered. The trustees consider that a level of three months is sufficient given the flexibility afforded by the total return approach towards the investment of the permanent endowment which allows trustees to transfer amounts from the unapplied total element of the endowment fund in the case of urgent need.

1.4 Changes to accounting estimates

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the



**NOTES TO THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 May 2023

restatement of investment assets at their market values.

Restricted funds      These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

**Income**

Recognition of      Income is included in the Statement of Financial Activities (SoFA) when the charity

Income      becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.

Income with related      Where income has related expenditure the income and related expenditure is expenditure reported gross in the SoFA.

Donations and legacies      Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.

Tax reclaims on      Income from tax reclaims is included in the SoFA at the same time as the donations and gifts      gift/donation to which it relates.

Donated services      These are only included in income (with an equivalent amount in expenditure) and facilities      where the benefit to the Charity is reasonably quantifiable, measurable and material.

Volunteer help      The value of any volunteer help received is not included in the accounts.

Investment income      This is included in the accounts when receivable.

Gains/(losses) on revaluation of fixed assets      This includes any gain or loss resulting from revaluing investments to market value at the end of the year.

Gains/(losses) on investment assets      This includes any gain or loss on the sale of investments.

**Expenditure**

Recognition of Expenditure relates.      Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it

Expenditure on raising funds      These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.

Expenditure on charitable activities      These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.

Grants payable      All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet

**NOTES TO THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 May 2023

paid.

**Governance costs** These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.

**Other expenditure** These are support costs not allocated to a particular activity.

**Taxation**

The charity is exempt from tax on its charitable activities.

**Trade and other debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

**Cash and cash equivalents**

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

**Trade and other creditors**

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due

**Research and development**

Expenditure on research and development is written off in the year in which it is incurred.

**Pension costs**

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 May 2023

contributions have been paid the charity has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the charity in independently administered funds.

Receipt of donated goods, facilities, and services

All donated goods, facilities and services received are recognised within incoming resources. and expenditure at an estimate of the value to the charity.

Unrestricted funds:

During the year the charity received unrestricted funds totalling to £5000.00 from Sara & Michael (Prism)

2 Income from Donations and Legacies

	Unrestricted funds	Restricted income funds	Endowment funds	Total funds 2023	Total funds 2022
Analysis	£	£	£	£	£
General grants provided by Government/other charities & 5,000.00 from Prism (Sara & Michael Scanlon Trust)	5,000.00	126,095.94	-	126,095.94	55,148.30
	5,000.00	126,095.94	-	126,095.94	55,148.30

3 Income from Charitable Activities

	Unrestricted funds	Restricted income funds	Endowment funds	Total funds 2023	Total funds 2022
Analysis	£	£	£	£	£
Sale of service	-	885.00	-	5,885.00	23,264.29

**NOTES TO THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 May 2023

-	885.00	-	5,885.00	23,264.29
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## 4 Expenditure on Charitable Activities

Analysis	Total funds 2023 £	Total funds 2022 £
Pension Expense	690.80	30.56
Travel	435.00	1,322.27
Charity management & administartio	6,822.01	7,628.03
Charity running cost	-	1,000.00
Cost of services	-	9,550.00
Employee costs	76,176.80	-
Advertising and marketing	8,998.39	933.83
Legal/professional fees	3,155.00	800.00
Wages and salaries	-	18,615.03
Staff costs	4,041.96	1,630.00
Office Expenses	1,935.86	600.00
Media Costs	4,800.00	1,002.00
Volunteer Expenses	295.00	4,055.00
Awareness rising & Engagements	8,920.00	4,608.65
Community support	5,795.00	4,091.09
Consultancy	16,312.98	1,749.00
Telephone & Broadband	-	469.90
Training Costs	1,032.50	-

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 May 2023

Support Costs	1,200.00	822.00
	140,611.30	58,907.36

## 5 Support Costs

Analysis	Total funds 2023 £	Total funds 2022 £
<b>Governance Costs</b>		
Independent Examiner's fees	1,200.00	822.00
	<b>1,200.00</b>	<b>822.00</b>

## 6 Other Expenditure

Analysis	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total funds 2023 £	Total funds 2022 £
Depreciation Charge for the Year - Computer Equipment	-	11.67	-	11.67	-
Insurances	-	450.00	-	450.00	339.40
	-	461.67	-	461.67	339.40

## 7 Tangible Fixed Assets

### 7.1 Cost or valuation

	Computer Equipment £
At 01 June 2022	-
Additions	280.00
Disposals	-
Revaluations	-
Transfers	-
At 31 May 2023	280.00

### 7.2 Amortisation and impairments

# UTULIVU WOMENS GROUP

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 May 2023

	Computer Equipment
	£
At 01 June 2022	-
Additions	11.67
Disposals	-
Revaluations	-
Transfers	-
At 31 May 2023	11.67

### 7.3 Net book value

	Computer Equipment
	£
At 01 June 2022	-
At 31 May 2023	268.33

## 8 Debtors: Amounts falling due within one year

	Total funds 2023	Total funds 2022
	£	£
Other debtors	160.00	-
	160.00	-

## 9 Cash at bank and in hand

	Total funds 2023	Total funds 2022
	£	£
Cash at bank and on hand	39,693.33	49,014.01
	39,693.33	49,014.01

## 10 Creditors: Amounts falling due within one year

	Total funds 2023	Total funds 2022
	£	£
Accruals and deferred income	1,200.00	1,372.00

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 May 2023

Taxation and social security	181.08	147.18
Other creditors	373.43	35.65
	1,754.51	1,554.83

## 11 Charity funds

### 11.1 Details of material funds held and movements during the CURRENT reporting period

Fund names	Fund balances brought forward	Income	Expenditure	Transfers	Gains and losses	Fund balances carried forward
	£	£	£	£	£	£
<b>Unrestricted funds</b>						
	(3,644.00)	5,000.00	(995.00)	-	-	361.00
<b>Unrestricted General Funds</b>	28,293.35	-	-	-	-	28,293.35
<b>Restricted income funds</b>						
	22,809.83	126,980.94	(140,077.97)	-	-	9,712.80
<b>Total</b>	47,459.18	131,980.94	(141,072.97)	-	-	38,367.15

### 11.2 Details of material funds held and movements during the PREVIOUS reporting period

Fund names	Fund balances brought forward	Income	Expenditure	Transfers	Gains and losses	Fund balances carried forward
	£	£	£	£	£	£
<b>Unrestricted funds</b>						
	-	9,110.00	(12,754.00)	-	-	(3,644.00)
<b>Unrestricted General Funds</b>	28,293.35	-	-	-	-	28,293.35
<b>Restricted income funds</b>						
	-	69,302.59	(46,492.76)	-	-	22,809.83
<b>Total</b>	28,293.35	78,412.59	(59,246.76)	-	-	47,459.18