

# **COPEF TRAINING SKILLS**

Charity Registration No: **1146606**

## **REPORTS & ACCOUNTS**

For The Year Ending 31 March 2025

**FANLA & CO**  
Accountants & Consultants

# COPEF TRAINING SKILLS

## CORPORATE INFORMATION

TRUSTEES: Didier MATUBA - Chair  
Baby PONGOLA  
Franci MANPULI  
Domingo Landu AUSGUSTOS

INDEPENDENT EXAMINERS: FANLA & CO  
(Accountants & Consultants)  
Unit 10, Warwick House  
Overton Road  
London, SW9 7JP

REGISTERED OFFICE: 21 Clarewoow Walk  
Off Moorland Road, Brixton  
London  
SW9 8TX

REGISTERED CHARITY NO: 1146606

REPORT AND ACCOUNTS: 31 Mar. 2025

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## INDEPENDENT EXAMINERS' REPORT

### To The Trustees of COPEF TRAINING SKILLS

On the Accounts for the year ended 31 March, 2025 Set out on the attached sheets.

#### Respective Responsibilities of Trustees and Examiner

As trustees you are responsible for the preparation of the accounts. You consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, and
- state whether particular matters have come to our attention.

#### Basis of Independent Examiner's Statement

Our examination was carried out in accordance with 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 the 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 our examination, no matter has come to our attention

1. which gives us reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 41 of the 1993 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

*fanla&co*

Date:

23/05/2025

**FANLA & CO**

UNIT 10, WARWICK HOUSE  
OVERTON ROAD  
LONDON SW9 7JP

## COPEF TRAINING SKILLS TRUSTEES REPORT

The Trustees present with pleasure their Annual Report together with the financial statements of the Charity for the year ended 31 March 2025.

### **Constitution, objective of the charity, principal activities and organisation of our work**

The charity is registered under the Constitution adopted 14 December 2011 as amended on 23 March 2012 as amended on 28 April 2017 under number 1146606.

The objective of the charity as set out in the Constitution include, but not limited to, promoting any charitable purposes for the benefit of the public in DR Congo and, in particular, build the capacity of third sector organisations and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose.

### **Development, activities and achievement in the year**

The Trustees are pleased to report that the charity continued to be successful in meeting its objectives.

### **Organisation**

The Charity is governed by a Board of Trustees who are elected to serve and run its affairs. Annually, the Board reviews the range of skills it has available and uses its power of co-option to ensure that gaps are filled.

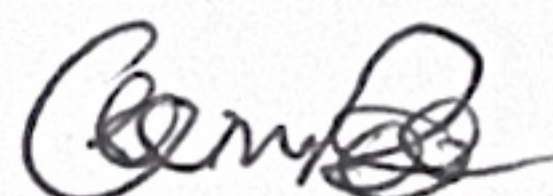
### **Committee Members' Responsibility In The Preparation Of Financial Statements**

Charity Legislation requires the committee to prepare financial statements for each financial year which give a true and fair view of the state of affairs as at the end of the financial year and the income and expenditure for the year ended on that date. In preparing those financial statements, suitable accounting policies have been used, framed, to the best of the Committee's knowledge and belief, by reference to reasonable and prudent judgements and applied consistently. Applicable accounting standards have been followed. The Committee is also required to indicate where the financial statement are prepared other than on the basis that the Charity is a going concern.

The Committee is responsible for ensuring that arrangements are made for keeping proper books of account with respect to transactions and assets and liabilities and for maintaining a satisfactory system of control over the books of accounts and transactions. The Committee is also responsible for ensuring that arrangements are made to safeguard the assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the Board

Signature



Name

Didier MATUBA - Chair

Date:

23/05/2025

# COPEF TRAINING SKILLS

## STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31 March

		2025		2024	
	notes	Unrestricted	Restricted	Total	
		£	£	£	£
<b>Incoming Resources</b>	<b>2</b>				
Contrats/ Sub-contrats / Grants/ Funding		23,000	61,000	84,000	99,789
Fundraising income		8,790	2,500	11,290	6,625
Service Sales		5,800		5,800	3,000
Trustee Yearly Commitment		2,500		2,500	3,048
Donation in kind (Food and goods)		6,096	21,000	27,096	13,419
Donation Cash		1,020		1,020	520
Memberships contribution fees		3,400		3,400	-
Service Sales		-		-	2,500
Facility Hire		15,500		15,500	-
Other income		1,500		1,500	400
<b>Total incoming resources</b>	<b>(a)</b>	<b>67,606</b>	<b>84,500</b>	<b>152,106</b>	<b>129,302</b>
<b>Resources Expended</b>					
Rent, Building maintenance / insurance		40,149		40,149	14,369
Business rating & Utility Bills		10,365		10,365	2,688
Supply/Equipment/Stationery/Post		4,210		4,210	490
Promotion/Advertising		1,718		1,718	1,200
Teleph/Internet/Software/Web Design		2,255		2,255	919
Volunteer expenses		1,693		1,693	2,060
Insurance		312		312	208
Staff salaries and wages costs		22,434		22,434	15,595
Bank Interest/Financing Charges		60		60	40
Project research/dev/fundraising		847		847	750
<b>Project Activities:</b>					
- community engagement, cost of					
- living, refugee and assylum services					
- food emergency, wellbeing					
- health education, legal advice/others		41,489		41,489	36,619
Travel		2,233		2,233	1,650
Investment – Trading services		9,148		9,148	49,000
Independent Examiner's Fee		750		750	1,000
Professional and legal fees /QCS		3,484		3,484	7,263
Depreciation		796		796	796
<b>Total Resources Expended</b>	<b>(b)</b>	<b>141,943</b>	<b>-</b>	<b>141,943</b>	<b>134,647</b>
<b>NET MOVEMENT FOR THE YEAR</b>	<b>(a-b)</b>	<b>(74,337)</b>	<b>84,500</b>	<b>10,163</b>	<b>(5,345)</b>
Balance b/f at 1 Apr. 2024		- 127,747	210,513	82,766	88,111
Balance c/f at 31st Mar. 2025		- 202,084	295,013	92,929	82,766

# COPEF TRAINING SKILLS

## BALANCE SHEET

as at 31 March

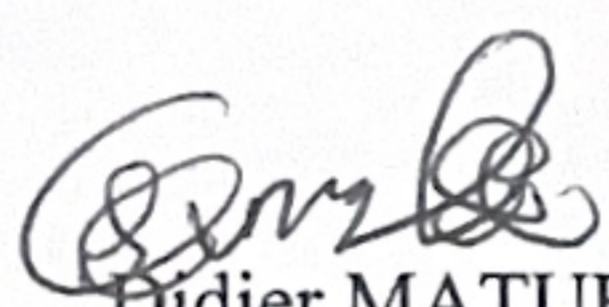
	notes	2025	2024
<b><u>Fixed Assets</u></b>		£	£
Tangible Assets	3	7,500	5,904
Investments		25,500	7600
<b>Total Fixed Assets</b>		<b>33,000</b>	<b>13,504</b>
<b><u>Current Assets</u></b>			
Debtors & Prepayments		5,000	6650
Stock/W-I-P		46,409	69258
Cash in Hand & at Bank		21500	954
<b>Total Current Assets</b>		<b>72,909</b>	<b>76,862</b>
<b><u>Current Liabilities</u></b>			
Creditors & Accrued Expenses	5	12,980	7,600
<b>Total Current Liabilities</b>		<b>12,980</b>	<b>7,600</b>
<b>Net Current Assets/(Liabilities)</b>		<b>59,929</b>	<b>69,262</b>
<b>Total Net Assets</b>		<b>92,929</b>	<b>82,766</b>

## REPRESENTED BY

### ACCUMULATED FUND

Opening Balance	82,766	88,111
Net Incoming/(Outgoing) Resources for the year	10,163	-5,345
Closing Balance	92,929	82,766

Signature  
Name

  
Didier MATUBA  
Chairperson- Board of Trustees

Date of Approval

# COPEF TRAINING SKILLS

## NOTES TO THE ACCOUNTS

For the Year Ended 31 March 2025

### 1.0 ACCOUNTING POLICIES

#### 1.1 Basis of Accounting

The accounts have been prepared under the historical cost convention.

#### 1.2 Fixed Assets

Fixed Assets are stated at cost.

#### 1.3 Depreciation

Depreciation is provided on the straight line basis to write off fixed assets over their expected useful lives as follows:

Property	0% p.a
Equipment	20% p.a
Furniture & Fittings	20% p.a

### 2 INCOME

Income consists of Contracts, Grants, Donations, Trustees Contributions and other income during the year.

### 3 TANGIBLE FIXED ASSETS

Tangible fixed assets are made up of the following:

	Property	Equipment	Furniture & Fittings	Total
<b>COST</b>	£	£	£	£
At 1 April 2024	2721	3650	329	6,700
Additions/(disposals) during the period	-	-	2,392	2,392
At 31 March 2025	2,721	3,650	2,721	9,092
 <b>DEPRECIATION</b>				
At 1 April 2024	-	730	66	796
Charge for the period	-	730	66	796
At 31 March 2025	-	1,460	132	1,592
 <b>NET BOOK VALUE</b>				
At 31 March 2025	2,721	2,190	2,589	7,500
At 31 March 2024	2,721	2,920	263	5,904

# COPEF TRAINING SKILLS

## NOTES TO THE ACCOUNTS

For the Year Ended 31 March 2025

	2025	2024
<b>4.Surplus /(deficit) for the year</b>	<b>10,163</b>	<b>(5,345)</b>
	£	£
This is stated after charging:		
Depreciation of Tangible fixed Assets	796	796
<b>5. Creditors</b>		
Loan	12,230	11,000
Creditors & Accruals	750	600
	<b>12,980</b>	<b>11,600</b>