



# Trustees' Annual Report for the period

		Period start date			Period end date		
		Day 01	Month January	Year 2022	Day 31	Month December	Year 2022
<b>From</b>					<b>To</b>		

## Section A Reference and administration details

<b>Charity name</b>	KamuliFriends
<b>Other names charity is known by</b>	
<b>Registered charity number (if any)</b>	1155812
<b>Charity's principal address</b>	Arundel, Church Lane, Rotherfield Peppard, Henley-on-Thames, Oxfordshire
<b>Postcode</b>	RG9 5JN

### 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	Helen Ralston	Trustee & Finance Officer		Trevor Stanton/Helen Ralston
2	Trevor Stanton	Trustee		Helen Ralston/Trevor Stanton
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
<b>Projects Director, Volunteer and Volunteer Coordination</b>	Dr Philip Unwin	Arundel, Church Lane, Rotherfield Peppard, Henley-on-Thames, Oxfordshire RG9 5JN
<b>Communication Officer, Volunteer and Volunteer Coordinator</b>	Dr Alice Unwin	19 Great Western Terrace, Cheltenham, Gloucestershire GL50 3Q
<b>Charity secretary responsible for day-to-day administration</b>	Trudie Franklin	24A Woodlands Road, Sonning Common, Reading, Berkshire RG4 9TE

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Consultation and Governance Document Dated 26 November 2014
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Incumbent Trustees must approve any proposal for new additional Trustees.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Written authorisation in place for authorisation of capital projects.
Written authorisation in place for authorisation of expenses.
All transfers of money to Uganda have to be backed up with appropriate documentation and detailed information as to what monies are being utilised for, along with a detailed breakdown.
There are no salaried personnel at the charity. Everyone volunteers their time.
There are two Trustees. Trevor Stanton and Helen Ralston who also is the Finance Officer.
Trudie Franklin is the charity's administrator.
Philip Unwin is the main fundraiser and Alice Unwin in conjunction with Philip Unwin assesses all prospective volunteers. They forward any volunteer applications to the Medical Director of Kamuli Mission Hospital for final approval. The charity does not take responsibility for the volunteers in the hospital.
There is a Memorandum of Understanding in place between Kamuli Mission Hospital and KamuliFriends.

## Summary of the objects of the charity set out in its governing document

KamuliFriends is a UK registered charity whose specific aim is to support Kamuli Mission Hospital in Uganda, both by raising funds for use by the hospital on capital projects, operations and medical equipment and by encouraging volunteers (medical and non-medical) to spend some of their working time in Uganda at the hospital.

## Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The charity focuses on three key areas:

Raising awareness of the issues faced by the hospital and its community in a poor and challenging environment. At our events and on our website, we share with friends, benefactors and event attendees' information about the community and hospital as well as the challenges the hospital faces as a Missionary Hospital with limited funds, with poor buildings, sometimes poor equipment and occasionally a severe lack of funding to provide basic patient care and critical operations;

Fundraising for the hospital. Most of the fundraising comes from social events and benefactor donations. Most fundraising activities take place usually in the South of England. Funds raised by the charity may be used for capital projects such as refurbishment of existing buildings and for new buildings as well as funds for medical operations, equipment, and other health/medical related projects; and

Encourage voluntary support. The volunteers may be professional medical practitioners, medical students, or other volunteers to assist in the hospital; the charity's responsibility is to promote and encourage the opportunity to work in the hospital, to introduce the volunteers to the medical superintendent for this consideration and approval and possibly to pay for some of the travel expenses of those volunteers needing financial assistance. We also welcome people who are kind enough to volunteer time in the running of the charity at our events.

When approving projects to be funded the trustees take into consideration the guidance issued by the Charity Commission on public benefit. We ensure that monies spent do benefit the population of the Kamuli District albeit specifically those who use the Kamuli Mission Hospital or work there e.g., by us providing improvement to buildings directly used for patient care or indeed staff accommodation helping fund operations by paying for supplies, or funding staff expenses. We have funded a snake bite research project which ultimately may benefit the wider population of the area.

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The plan was for Dr Philip Unwin to make his first visit since covid to Kamuli in Nov/Dec 2022. However, this had to be postponed due to an outbreak of Ebola in the locality of the hospital. The visit is planned for early 2023.

Although contact has been maintained with the hospital via email no visits were made this year due to the outbreak of Ebola, but a visit is planned for 2023 to discuss the next project.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

We continue to receive some donations and Dr Unwin continues to promote the cause. The only expenditure this year has been for the website, accountant, banking fees and Just Giving fundraising platform fees.

As of 31 December 2022, the balance held in our bank account was £95,626. £5,000 of the unrestricted reserves are held to ensure that administrative overheads will be met e.g., banking, accountant costs, Just Giving platform fees, website provider fees and other unforeseen costs. £2,192 constituting restricted reserves were monies donated for the purpose of providing solar energy. This project has not got off the ground yet due to logistical reasons. It will remain in the reserves until we can clarify whether the donors wish the monies to be returned or whether we can spend the sum on other projects. In addition, we have restricted a further £400 as we are yet to get the bank to identify where this receipt originated from. It was paid directly into our account.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy

The charity's main source of funds continues to be via fundraising, applications for grants if a big capital project is undertaken, and the generosity of benefactors.

Dr Philip Unwin and Dr Alice Unwin will determine future projects for review and prospective approval by the Trustees.

Ensuring funds transferred to Uganda are used for their designated purpose. This is mitigated by ensuring funds are transferred using internationally recognised banking systems and copies of the hospital bank statements are sent through showing any funds transferred have arrived. Also, by funds being transferred in relatively small stage payments and by ensuring all receipts are given for proof of expenditure.

adopted.

Photos of any capital building projects are sent by the hospital to the Charity during the project and on completion and project managers send interim reports with photos to release stage payments.

Before any payments are made the charity checks for any changes in sanctions policy on the UKGOV website to ensure the charity complies with current sanctions policies.

## Section F

## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Helen Ek Ralston</i>	<i>Trevor Stanton</i>
Full name(s)	Helen Elizabeth Karen Ralston	Trevor Stanton
Position (eg Secretary, Chair, etc)	Trustee & Financial Officer	Trustee
Date	23 October 2023	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Kamulifriends

On accounts for the year  
ended

31 December 2022

Charity no  
(if any)

1155812

Set out on pages

8 to 9

(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 December 2022.

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

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:

Rob Wilson

Date:

23 October 2023

Name:

Rob Wilson

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

FCA from ICAEW

Address:

Godfrey Wilson Limited, Fifth Floor, Mariner House

62 Prince Street, Bristol

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.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>KamuliFriends</b>	No (if any) <b>1155812</b>
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## Receipts and payments accounts

**CC16a**

For the period from	Period start date 01-Jan-22	To	Period end date 31-Dec-22
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### 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 £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations	11,655	-	-	11,655	2,460
Just Giving Receipts	149	-	-	149	1,622
Bank Loyalty Bonus	0	-	-	0	2
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>11,804</b>	<b>-</b>	<b>-</b>	<b>11,804</b>	<b>4,083</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>11,804</b>	<b>-</b>	<b>-</b>	<b>11,804</b>	<b>4,083</b>
<b>A3 Payments</b>					
Bank Charges	104	-	-	104	96
Just Giving Monthly Fees	216	-	-	216	216
Accountant Fees	780	-	-	780	750
Website Hosting Fee	144	-	-	144	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>1,244</b>	<b>-</b>	<b>-</b>	<b>1,244</b>	<b>1,062</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>1,244</b>	<b>-</b>	<b>-</b>	<b>1,244</b>	<b>1,062</b>
<b>Net of receipts/(payments)</b>	<b>10,560</b>	<b>-</b>	<b>-</b>	<b>10,560</b>	<b>3,022</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>82,475</b>	<b>2,592</b>	<b>-</b>	<b>85,067</b>	<b>82,045</b>
<b>Cash funds this year end</b>	<b>93,034</b>	<b>2,592</b>	<b>-</b>	<b>95,626</b>	<b>85,067</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>	Cash	93,034	-	-
	Solar Panel Project	-	2,192	-
	Donation by unknown direct to bank	-	400	-
	<b>Total cash funds</b>	<b>93,034</b>	<b>2,592</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<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
		Trevor Stanton	Trevor Stanton	23 October 2023
		Helen Ralston	Helen Ralston	23 October 2023