

KCEP AGM ZOOM MEETING MARCH 4TH 2021.

Present:

Catherine Wilkes

Lea Woolway

Ewen McLaughlin

Mark Jones

Nick Brazil

Pat Reid

Apologies:

Ian Peabody

1. The KCEP AGM formally approved the Charity's constitution and charter with 6 trustees in attendance.

The trustees named below were formally elected to office for the next 12 months.

Chairperson - Nick Brazil

Secretary - Pat Reid

Treasurer - Ewen McLaughlin

It was noted that Caryn Morgan had resigned from her position as a KCEP trustee in January 2021. She was thanked by Nick Brazil for her support and generosity over many years.

Member of College staff Tom Snelgrove has expressed an interest in becoming a trustee. He works closely with the students and is well placed to engage them in KCEP fundraising activities.

Action Point.

Nick Brazil will formally invite him to join the board of trustees asap.

3.Accounts.

Ewen confirmed that 2020 had seen a significant decrease in the amount of funds raised in 2019 – a reduction from £6000 to about £4000.

This has been almost entirely due to the effects of the Covid pandemic and the resulting closure of College for a number of months.

It was noted that 2021 is also likely to be a difficult year as again College has been closed from December 2020 to March. Students will be returning but only for one day a

week for the foreseeable future which will have a severe impact on fundraising potential.

Action Point.

Pat will collate recent emails and texts pertaining to financial matters from Elvis Ochieng and send to Ewen to provide the trustees with a shared perspective.

Pat outlined the current problems of money transfers from the UK to Madungu since Elvis Ochieng is no longer a member of staff at the school. Currently using Moneygram as opposed to bank transfer (as done previously) is not very satisfactory as there are limits on the amount of cash that can be transferred through this service.

Pat also proposed that Elvis Ochieng be given modest expenses as our two Madungu teachers still prefer to deal with him rather than anyone else as he is well trusted. Elvis Ochieng therefore carries the responsibility of travelling to pick up the cash and dispensing it to the teachers and to the school for the feeding programme.

This was agreed by the trustees.

4. Fundraising.

Action point.

Lea is confident that Level 3 Business students will be able to organise an online event this term and is happy to oversee this.

She noted that HE students were excellent in previous fundraising and may well be interested in further events.

Action Point.

Pat will email Elvis Ochieng, Martin Otieno (Head Teacher at Madungu) and the two KCEP teachers outlining the current difficulties of fundraising due to Covid restrictions would be useful to our Kenyan colleagues. But the trustees also felt that it was important to emphasise our positive outlook and that this may well be a temporary setback. The email will be sent to trustees for approval before being sent.

AOB.

The trustees unanimously agreed to allow Elvis Ochieng expenses from the KCEP budget in appreciation of his continued voluntary help in disbursing funds to Madungu School, even though he is no longer a member of staff there.

No further matters were raised and the meeting was duly closed.



Charity Name	No (if any)
Kenya Community Education Project	1163597

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/04/2020		03/03/2021

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 £
A1 Receipts					
Donations	3,652	650	-	4,302	3,790
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	3,652	650	-	4,302	3,790
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	3,652	650	-	4,302	3,790
A3 Payments					
Transfer	2,933	700	-	3,633	3,676
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	2,933	700	-	3,633	3,676
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,933	700	-	3,633	3,676
Net of receipts/(payments)	719	- 50	-	669	115
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	343	-	-	343	228
Cash funds this year end	1,062	- 50	-	1,012	343

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		1,062	- 50	-
		-	-	-
		-	-	-
	Total cash funds	1,062	- 50	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	