

REPORT AND ACCOUNTS
AS AT 31 DECEMBER 2021

Our Moon Education Registered Charity Number: 1165083	Our Moon Zambia Registered RNGO 101/0688/17
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THE TREASURER'S FINANCIAL REVIEW

I am delighted to report that we again came through the pandemic issues relatively well intact. Although there have been significant pressures on fundraising, we have managed to grow our programme income and kept our expenses under good control, while benefiting many more people.

Income for the year was £65,083 (2020: £58,880). Therefore, despite the challenges that the COVID-19 pandemic has placed on raising funds, we have seen a growth in programme income of 10.5%. This has come largely from growth in our supporter base which saw both our second charity ball and a number of online smaller events being very well attended as well as exceeding our target for the Big Give campaign.

The amount spent in the year was £87,707 (2020: £70,117). This was split between expenses on the charitable programmes of £79,876 (2020: £62,737) and investment in fixed assets in the year of £7,831 (2020: £7,380).

At the end of the year, the charity had unrestricted funds of £7,848 (2020: £7,302), restricted funds of £4,647 (2020: £11,288) and fixed assets of £76,300 (2020: £84,998). All restricted funds are restricted to spend on our Young Leaders programme, with the exception of a grant from Gilchrist Educational Trust which donated £1,150 towards fixtures and fittings for our programme.

RESERVES POLICY

The trustees aim to keep reserves at a level to cover six months' project support and running costs. We recognise that this is a hard target to maintain, especially during these times, but feel it is the target we wish to strive for.

As stated above, spend on programmes for the year was £79,876. With unrestricted funds and funds restricted to the programme totalling £12,495 as at the end of December 2021, we are operating with reserves lasting approximately 2 months with pledges received from two donors for \$30,000 payable in early 2022. The trustees, therefore, consider that there are no material uncertainties about the ability of Our Moon Education to continue as a going concern.

The accounts were approved by the trustees on 1st February 2022.

Alan Leale-Green
Trustee: Our Moon Education
Charity number: 1165083

STATEMENT OF FINANCIAL ACTIVITIES

INCOME AND EXPENDITURE ACCOUNT FOR YEAR ENDED 31 DECEMBER 2021

		Unrestricted Funds 2021	Restricted Funds 2021	Fixed Asset Funds	Total Funds 2021	Total Funds 2020
		£	£	£	£	£
Income from Donations	Note 2.1, 3.1	32,963	32,120		65,083	58,868
Investment Income		-			-	12
TOTAL INCOME		32,963	32,120		65,083	58,880
Expenditure on raising funds	2.2, 3.2	4,547			4,547	4,716
Expenditure on charitable activities	2.2, 3.2		56,133		56,133	39,699
Expenditure on support costs	2.2, 3.2	2,127			2,127	2,489
Depreciation on Fixed Assets	2.3, 4.1			17,069	17,069	15,833
TOTAL EXPENDITURE		6,674	56,133	17,069	79,876	62,737
NET MOVEMENT IN FUNDS		26,289	-24,013	-17,069	-14,793	-3,857
Total Funds Brought Forward		7,302	11,288	84,998	103,588	107,445
Fund Transfers		-25,743	17,372	8,371	-	-
Total Funds Carried Forward		7,848	4,647	76,300	88,795	103,588

BALANCE SHEET AS AT 31 DECEMBER 2021

		2021		2020	
	Notes	£	£	£	£
Fixed Assets					
Tangible fixed assets	4.1	76,300		84,998	
Total Fixed Assets			<u>76,300</u>		84,998
Current Assets					
Debtors and accrued income	8	2,110		11,549	
Cash at bank and in hand	10	13,781		14,443	
TOTAL CURRENT ASSETS			15,891		25,992
Current Liabilities					
Creditors: amounts falling due within one year	9		3,396		7,402
NET CURRENT ASSETS			12,495		18,590
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>88,795</u>		<u>103,588</u>
Represented by Income Funds					
Unrestricted funds		7,848		7,302	
Restricted funds		4,647		11,288	
Total Income Funds			12,495		18,590
Fixed Assets Funds			76,300		84,998
TOTAL FUNDS			<u>88,795</u>		<u>103,588</u>

NOTES TO THE ACCOUNTS

NOTE 1: BASIS OF PREPARATION

1.1 BASIS OF ACCOUNTING

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

They have been prepared in accordance with the accounting policies set out in Note 2 to the accounts. They comply with the charity's constitution, the Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard (FRS) applicable in the UK and Republic of Ireland (FRS 102, issued on 16 July 2014), FRS 102 and with the Charities Act 2011.

Notes to the accounts have only been produced when relevant to the accounts of Our Moon Education. Note numbers have been produced in accordance with the Charity Commission's form CC17a.

The charity constitutes a public benefit entity as defined by FRS 102.

The charity was entitled to exemption from audit under section 476 and 477 of the Companies Act 2006 relating to small companies.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts. The accounts present a true and fair view and no changes have been made to the accounting policies or estimates with in the reporting period. There have been no prior year adjustments.

NOTE 2: INCOME AND EXPENDITURE

2.1 INCOME

Recognition of income: this is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources, when it is more likely than not that the trustees will receive the resources and when the monetary value can be measured with enough reliability.

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).

There are no legacies within this accounting period.

The charity has not received government grants in the reporting period.

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

2.2 Expenditure and liabilities

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Fund balances carried forward include assets and liabilities denominated in Zambian kwacha converted at the rate when the currency was bought. There were no material differences at the year end.

2.3 Assets

Freehold land is not depreciated. Depreciation on other items of property, furniture and fittings are calculated using the straight-line method to allocate their depreciable amounts over their estimated useful lives as follows:

Buildings 5 - 10 years depending on building materials used

Motor Vehicles 3 years

Furniture and Fittings 5 years

The residual values estimated useful lives and depreciation method of property, plant and equipment are reviewed, and adjusted as appropriate, at each balance sheet date. The effects of any revision are recognised in profit or loss when the changes arise. There is money in future budgets allocated for maintenance of the assets.

There are no investments other than a deposit account at Barclays Bank in the UK.

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

NOTE 3: INCOME AND EXPENDITURE

3.1 INCOME ANALYSIS

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Prior Year Funds 2020 £
Donations, grants & gifts	32,963	32,120	65,083	58,868
Investment Income	-	-	-	12
Total Income	32,963	32,120	65,083	58,880
Included in donations, grants, and gifts above are:				
Trusts and Foundations	-	6,152	6,152	6,863
Campaigns	-	4,244	4,244	13,320
Corporate giving	937	-	937	1,287
Major donors	4,636	1,161	5,797	4,450
Events	4,655	18,999	23,654	15,129
Regular donors	14,802	231	15,033	8,809
Other Donations	2,338	198	2,536	3,540
Gift Aid	5,595	1,135	6,730	5,470
 TOTAL INCOME	 32,963	 32,120	 65,083	 58,868

3.2 CHARITABLE ACTIVITIES EXPENDITURE ANALYSIS

	Charitable Activities Restricted £	Support Costs Unrestricted £	Fundraising Costs £	Total £
UK EXPENSES				
Direct Cost of Fundraising			4,239	4,239
Literature & Brochures			308	308
Printing		-41		-41
Internet & Computer and Software		741		741
Insurance		353		353
Bank Charges		252		252
Staff Training		20		20
Accounting Fees		600		600
Membership Fees & Subscriptions		202		202
STUDENTS EXPENSES				
Food and toiletries	10,667			10,667
Transport	818			818
Books and learning materials	1,666			1,666
SAT, university application and other uni expenses	1,920			1,920
Internet and phone	953			953
Other expenses	806			806
ZAMBIAN STAFF EXPENSE				
Programme Staff Costs	20,656			20,656
Motor Vehicle Expenses	5,184			5,184
Rent and electricity	754			754
Travel, Accommodation & Subsistence	1,828			1,828
Food	3,556			3,556
Internet and phone	1,752			1,752
Insurances	332			332
Fundraising costs	266			266
Customs Charges	450			450
Professional fees	34			34
Bank charges & Fx differences	340			340
Helen Leale-Green flight to Zambia	1,237			1,237
Buildings' maintenance	2,195			2,195
Misc.	719			719
DEPRECIATION				
Depreciation - Motor Vehicles	2,906			2,906
Depreciation - Furniture & Fittings	614			614
Depreciation - Buildings	13,549			13,549
TOTAL FROM RESTRICTED FUNDS	73,202			73,202
TOTAL FROM UNRESTRICTED FUNDS		2,127	4,547	6,674
TOTAL EXPENDITURE	73,202	2,127	4,547	79,876

The costs of charitable activities are primarily taken from restricted funds, but when that has been exhausted, the unrestricted funds are used.

NOTE 4: FIXED ASSETS

4.1 ANALYSIS OF FIXED ASSETS

	2021 £	2020 £
Motor Vehicles		
Cost of Motor Vehicle	16,532	16,532
Depreciation	16,532	12,167
Net Value	-	4,365
Land	12,855	8,545
Buildings (see below)		
Cost of Buildings	88,364	83,420
Depreciation	26,814	13,265
Net Value	64,370	70,155
Furniture & Fittings		
Cost of Furniture & Fittings	3,118	2,531
Depreciation	1,212	598
Net Value	1,906	1,933
Total Cost	120,858	111,028
Total Depreciation	44,558	26,030
Total Net Value	76,300	84,998

4.2 DETAILED ANALYSIS OF LAND AND BUILDINGS

	Quantity	£
LAND including fencing and deeds	4.4 hectares	12,856
BUILDINGS		
Workers homes (burnt bricks, plastered, with roofing sheers, windows and strong doors with locks)	4	17,579
Student accommodation chalets (breeze blocks, plastered inside, stone clad outside, thatched roofs, aluminium windows all sides, steel doors and locks)	4	20,915
Kitchen (breeze blocks, roofing sheets, storage room with grill door and locks)	1	3,352
Storage building (breeze blocks, roofing sheets, 2 lockable rooms, 1 outdoor lockable space)	1	3,000
Tank stand with storage beneath, lockable door	1	4,000
Office (breeze blocks, aluminium windows, lockable door)	1	3,200
Dining building (wide room, 3 big sliding windows, 1 sliding door, roofing sheets balanced on poles)	1	5,080
Ablution block (breeze block, roofing sheets, 2 bathrooms, 2 toilets)	1	7,203
Solar system – electricity and pump	1	10,527
Shelter – breeze block, with thatched roof, paved floor	1	1,500
Guest chalet (breeze block, roofed, aluminium windows and door)	1	3,508
Learning forum – foundation only	1	8,000
Paving of internal spaces	Various	500
TOTAL BUILDINGS		88,364
TOTAL LAND AND BUILDINGS		101,220

NOTE 5: OTHER FEES

	2021	2020
	£	£
Independent examiners' fees	600	600
Assurance services other than independent examination	-	-
Tax advisory fees	-	-
Other fees in Zambia	34	-

Our accounts were independently reviewed by Chloe Way of Southworth and Co Ltd Chartered Accountants. Legal work is carried out by Morgan Lewis and Bockius LLP, on a pro bono basis.

NOTE 6: PAID EMPLOYEES

6.1 STAFF COSTS (ZAMBIA)

	2021	2020
	£	£
Salaries and wages	17,622	13,691
Pension costs	1,235	386
Health Care cost	1,036	566
Other staff costs	763	-
TOTAL SALARY COSTS	20,656	14,643

6.2 AVERAGE HEADCOUNT OF PERMANENT STAFF IN THE YEAR

	2021	2020
Charitable activities	7	2
Inhouse staff	6	0
General workers	20	0
TOTAL AVERAGE HEADCOUNT	33	2

During 2021, we employed a number of in-house staff and general workers. They work under separate contracts that, under local Zambian laws, require Our Moon to contribute to a government pension scheme, deduct the workers' contributions and forward both contributions to the Zambian National Pension Scheme Authority ("NAPSA"). During 2020, we started operations at Our Moon from our site in Chibombo and people volunteered their time to work with us.

NOTE 7: PENSION SCHEME

The amount of £2,470 half by Our Moon and half from deductions from salaries, was paid to the Zambian Pension Authority in the year.

NOTE 8: DEBTORS AND PREPAYMENTS

	2021	2020
	£	£
Accrued income	1,290	10,729
Other debtors	820	820
TOTAL DEBTORS	2,110	11,549

NOTE 9: CREDITORS AND ACCRUALS

	Amounts falling due within one year		Amounts falling due after more than one year	
	2021	2020	2021	2020
	£	£	£	£
Accruals and deferred income	2,049	2,618	-	-
Credit card balance	668	2,152	-	-
Other creditors	679	2,632	-	-
TOTAL CREDITORS	3,396	7,402	-	-

NOTE 10: CASH AT BANK AND IN HAND

	2021	2020
	£	£
TOTAL CASH AT BANK AND IN HAND	13,781	14,443

NOTE 11: TRANSACTIONS WITH TRUSTEES AND RELATED PARTIES**TRUSTEE REMUNERATION AND BENEFITS**

None of the UK trustees have been paid any remuneration or received any other benefits from employment with the charity or related entity.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF OUR MOON EDUCATION

I report on the accounts of the Trust (Charity No. 1165083) for the year ended 31 December 2021.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

examine the accounts under section 145 of the Charities Act; to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the 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 my examination, no material matters have come to my attention 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 up 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 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.

Date:

Chloe Way FCA Independent Examiner Southworth and Co Ltd Chartered Accountants Four Elms Edenbridge Kent

Signature:

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Richard Bowen (Chair) Charles Coldman James Haughton (resigned 23 November 2021) John Kirkland (joined 15 April 2021) Alan Leale-Green Helen Leale-Green Vanessa Strauss
Charity number	1165083
Registered office	The Coach House Hurstwood Lane Tunbridge Wells Kent TN4 8YA
Bankers	Barclays Bank plc 8 Calverley Rd Tunbridge Wells Kent TN1 2TB
Independent examiner	Chloe Way FCA Southworth and Co Ltd Chartered Accountants Four Elms Edenbridge Kent TN8 6NE

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