

# **Caring in Crisis Africa (UK)**

Charitable Incorporated Organisation  
Registered Charity Number 1166440

Trustees Annual Report  
for the Period ended 31<sup>st</sup> March 2023





Working names of the CIO: CiCA UK, CiCA

Address: 9 Darfield Avenue  
Owlthorpe  
Sheffield  
S20 6SU

Trustees: Trustees who manage the charity

Daniel Richardson                      Chair  
Nicholas Lugg  
Olivia Butters  
Erica Greaves  
Erica Lugg

Bankers: Lloyds Bank Plc

Independent Examiner: Jennifer Copley  
jennifercopley.finance@gmail.com  
<http://www.facebook.com/jennifercopleyfinance>

Website: [www.cicauk.org](http://www.cicauk.org)

Facebook: [www.facebook.com/cicacharity](http://www.facebook.com/cicacharity)

## **Report of the trustees for the period ended 31<sup>st</sup> March 2023**

The trustees of Caring in Crisis Africa (UK) present their report and financial statements for the period ended 31st March 2023. The report is prepared in line with the template provided by the Charity Commission (October 2016). This report represents the seventh since registration and reflects the continued growth of the scope and impact of the charity.

### **Objectives and activities**

The objects of the CIO are:

- a. To relieve sickness and financial hardship, and to promote and preserve the good health of persons, especially children and young people, including but not by way of limitation those affected by HIV/AIDS through the provision of support, funds, goods or services of any kind in Zambia and such other parts of Africa as the trustees from time to time may think fit;
- b. To advance the education of persons, especially children and young people, and in particular those who are disadvantaged in Zambia and such parts of Africa and by such charitable means as the trustees may from time to time think fit;
- c. The prevention or relief of poverty in Zambia and such parts of Africa by providing: grants, items and services to individuals in need and/or charities, or other organisations working to prevent or relieve poverty.

The main activities in the reporting period were;

- i) Educational sponsorship for primary and secondary students in Zambia, Zimbabwe and Kenya. This was achieved through our foundational child sponsorship programme, and through significant fundraising projects in the year.
- ii) Sponsorship for fees and expenses for students in higher education and training in Zambia and Kenya.
- iii) Participation in the 'Big Give Christmas Challenge' match funding scheme, successfully raising funds to secure both primary and secondary education, for children and young people in Zambia, Zimbabwe and Kenya.
- iv) The completion of a large, multi-room house on the outskirts of Mufulira, designed to safely house otherwise destitute, elderly people. Providing a place of safety and dignity for people unable to provide for themselves.
- v) Provision of subsistence support for elderly people, and crisis support for families and individuals.
- vi) Smaller funded projects, including the digging of a well in one of the communities in Kenya, to provide safe drinking water, and protection and preservation of education of young girls who would otherwise be collecting water on a daily basis.

## **Statement on public benefit**

The trustees confirm they have had regard to the Charity Commission guidance on public benefit.

## **Contribution made by volunteers**

Volunteers play a key role in the ongoing work of the charity. Our fundraising activities and events in the UK are organised by volunteers, currently trustees. The team that is active in monitoring and administering funds and practical assistance in the countries we work in are mainly volunteers. Our office manager in Zambia is paid a small stipend, and others receive basic allowances to cover transport and communication. It is a measure of the success of the charity in its aims and objectives that people are motivated beyond personal gain to ensure the success of our projects.

A contract of employment had been accepted by Nicholas Lugg, one of the trustees to perform basic bookkeeping and administrative services in the interests of the charity. The legal basis for this employment is clause 6.2 of the constitution. Remuneration had been set at £3,300 per annum, in recognition of the time commitment necessary.

## **Summary of the main achievements of the charity in the reporting period**

### **Child Sponsorship**

#### **Zambia**

CiCA UK was founded on the basis of a child sponsorship scheme, and many of our long-term supporters are sponsors of individual children. At the end of this reporting period, we had 48 children being sponsored. This is a slight decrease on the number reported in the previous year, attributable to some children successfully completing their secondary education, a stated aim of the project. It has also proved challenging to find people prepared to provide regular monthly sponsorship. However, our funding for annual education through the Big Give and other initiatives has grown and enabled us to support a larger number of children.

An analysis of the account shows that income for these children during the reporting period amounted to £11,277.51, an average of just under £235 per child, although the actual amounts vary depending on the amount designated by the sponsor for each child.

These funds are transferred to Zambia on a quarterly basis, where they are administered by our team there. The vast majority of recipients receive their money personally. The express purpose is that the funds should cover all the child's educational needs, including any fees, equipment and uniform. From the outset we have seen that the financial welfare of the family is key to a child's happiness and security in education, and so where there are any surplus funds they can be applied to the needs of the family and home of the child.

This approach has also enabled orphaned children to be cared for in within the families of relatives, by lifting the financial burden that could have led to great hardship for the children.

Follow ups and regular reviews are made by the team to ensure that the child is settled in school and that the funds are achieving their stated purpose. These reviews are shared with us, and are usually also backed up by field visits from the UK.

## **Zimbabwe**

Zimbabwe sponsorship is a much smaller project. We receive funds on a monthly basis for the sponsorship of one child, and for one elderly person. There is a small but growing number of beneficiaries, identified by our co-ordinator who is resident in Harare, and is in regular contact with them

Of the funds raised for Zimbabwe in this period £678.22 (\$820) was transferred to cover medical fees, school fees and other essential academic equipment, as well as sanitary wear for girls.

We received this update on 2 of the children we support;

***“Blessing and Daniel Bvurere - two brothers who are 8 and 10, have received CiCVA sponsorship this year. Their mom does not work due to health issues and just simply failing to get a job. CiCA has helped them have a childhood. Where they would not have had a chance to go to school, they can and they are. Being at school shields them from the glaring reality of the family’s situation”***



***Blessing Bvurere***

A trip took place to Zimbabwe in April 2023, from which a number of new initiatives have been launched that will be reported on in the next period.

## **The Big Give Christmas Challenge 2022**

We participated in this match funding scheme for the fifth time. Our campaign was entitled ‘The Gift of a Fighting Chance’. The aim was to provide safe, secure access to school

education, unhindered by lack of financial resources, and to provide opportunity for students to access higher education and training on completion of their school career.

As in 2021 our aim was to raise £10,000, with £5,000 being provided as a match funding pot from our own pledgers, and a 'champion funder', The Coles Medlock Foundation .

In the event we raised £11,000 in donations, of which £5,000 was matched. This was before applicable Gift Aid was added.

The budget for the original £10,000 target, was £5,950 for basic education, £2,550 for higher education and £1,500 for project administration and expenses.

Education is a large and growing sector of our expenditure. The bulk of which is spent in Zambia and Kenya. The raised funds including the surplus were applied to assist 203 students in Zambia and 22 in Kenya, and a further 6 in Zimbabwe. Over the course of the year the investment will be higher than the funds raised in this campaign, but with a number of fundraising events by supporters and our partnership with 'Kids Around the World' will mean we can meet the additional expenditure.

An impact report on the entire project will be submitted to the match funding organisation, The Coles Medlock Foundation, by 31<sup>st</sup> December 2023.

### **Higher Education**

Although CiCA UK has always sought to secure education to the completion of secondary level, we have always seen that real employability comes from higher education and training, both academic and vocational. Therefore, where we have sought to sponsor a smaller number of students in college and university. We achieve this sometimes through direct sponsorship and mainly through fundraising.

During this reporting period we continued our support of a small number of students. The support included tuition fees, equipment and upkeep and accommodation where necessary.

This was boosted by 'The Big Give' described above, and by additional donations, notably by 'Your Kids Around the World'

The process has evolved and we now have a waiting list system and receive recommendations from our team in Zambia as to how to prioritise support.

For the first time the project has gone beyond Zambia and one of the young ladies who has been sponsored for some years during her school career in Kenya has now progressed to college.

Martha Machimbo is an orphan, who through our support has completed school and is now enrolled on a laboratory science course.



***“..out of the many from our family, God has been faithful. [CiCA UK] has been paying for my school fees since form one until I am in college. My dreams are coming true. Thank you”  
Martha Machimbo***

## **Honour the Elderly**

Previous reports have explained how the scope of CiCA UK has grown to include care for destitute elderly people. A small-scale sponsorship scheme is run alongside the child sponsorship programme, and is designed to bring subsistence support to elderly people who have no other means to support themselves.

We currently support three elderly people in Zambia in this way, and one in Zimbabwe. One of them is profiled below.



**Albina Mecha is 72 years old, and lives in Kawama East, Mufulira, Zambia. She is a widow.**

**She has no children but she is looking after her late sister's grandchildren a girl and a boy aged 14 and 13 who are in grades 6 and 5.**

**She is faces a lot of challenges in life. Her landlord is a drunkard. He insults her when he is drunk.**

**We support her with help with her rent (about £6 per month) and food.**

The long-term vision has always been to utilise a plot of land on the outskirts of Mufulira in Zambia to construct a multi room house to provide safe and secure accommodation for elderly people within their own community.

The last report mentioned the successful laying of a foundation slab. Through some small scale fundraising and some unsolicited giving, during last year we saw a large income to this project and as a result were able to complete construction of the house. This year we were able to complete the house and make it ready for habitation. We are curently in discussion with the social welfare authorities about the way forward for this wonderful project.



## **Summary**

This is a summary of our major projects during the reporting period. There have been a number of other one-off small projects funded by the charity or by individuals at different times, within the remit of our charitable objectives and these are reflected in our accounts. As an appendix we include our latest newsletter which gives an overview of our recent work and forecasts on current projects.

## **Review of the charity's financial position at the end of the period**

The accounts show a negative balance on unrestricted funds at the end of the period (-£2,135), which is more than offset by the anticipated Gift Aid refund of £3,436. Our work is greatly helped by the commitment of the charity 'Your Kids Around the World' who provide regular unrestricted donations with which we are able to meet educational and health and welfare related needs of children in the communities we work in.

Having the freedom to designate funds in this way is of enormous benefit to the charity.

Therefore, at the end of the period and looking forward the charity is in a good financial position, able to meet its obligations and invest in the development of its projects for the betterment of the communities

## **Statement on Reserves**

The aspiration of trustees has been to build a reserve of £3,000 to cover the essential costs of the charity in the event of an interruption to normal income. At the time of writing, trustees have agreed this is disproportionate with the size of the charity's income and



contractual obligations and have adjusted the figure to £1,000. This is under constant review as the charity grows.

### **Description of charity's trusts**

The charity is governed by constitution and is a CIO (Charitable Incorporated Organisation)

Trustees are appointed by the board according to the provisions of the constitution which state;

*"Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO"*

Signed on behalf of the charity's trustees

Signature



Full Name (s)    Nicholas Lugg

Position            Trustee

Date                 18<sup>th</sup> October 2023



CiCA (Caring In Crisis Africa)	1166440
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## Receipts and payments accounts

CC16a

For the period from	01/04/2022	To	31/03/2023
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Designated funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Voluntary Income	20,121	40,920	2,625	63,666	47,340
Activities for Generating Funds - including trading	-	-	-	-	255
Trading Activities	20	-	-	20	52
Interest	-	-	-	-	-
Other (mainly people repaying flights and other costs)	-	4,450	-	4,450	210
<b>Sub total (Gross income for AR)</b>	<b>20,141</b>	<b>45,370</b>	<b>2,625</b>	<b>68,136</b>	<b>47,857</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>20,141</b>	<b>45,370</b>	<b>2,625</b>	<b>68,136</b>	<b>47,857</b>
<b>A3 Payments</b>					
Cost of Generating Voluntary Income	1,041	-	-	1,041	891
Charitable Activities	13,003	34,456	835	48,294	50,806
Governance Costs	2,253	-	-	2,253	2,205
Fundraising Trading Costs	889	-	-	889	981
Other (mainly cost of travelling refunded)	345	4,450	-	4,795	1,440
	-	-	-	-	-
<b>Sub total</b>	<b>17,531</b>	<b>38,906</b>	<b>835</b>	<b>57,272</b>	<b>56,323</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>17,531</b>	<b>38,906</b>	<b>835</b>	<b>57,272</b>	<b>56,323</b>

Section A Receipts and payments - continued

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Designated funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<i>Net of receipts/(payments)</i>	2,610	6,464	1,790	10,864	- 8,466
A5.1 Transfers between funds	- 1,251	1,251		-	-
A5.2 -ve restricted balances at 31/3/23 being transferred as are funded by the G Fund in year	- 569	569	-	-	-
A6.1 Cash funds last year's accounts	- 4,150	4,272	-	122	8,515
A6.1 Grossing up found additional restricted funds last year	- 140	140		-	
A6.1 -ve funds added back to restricted as found funds this year to cover it	2,745	- 2,527	- 218	-	
A6.1 Cash funds last year - transferred into delegated	- 1,380	-	1,380	-	
A6.2 21/22 only: Cash funds relased from previous year to be included in CICA R&P	-	-	-	-	73
<i>Cash funds this year end</i>	- 2,135	10,169	2,952	10,986	122

Restricted balance is reduced by the -ve balances awaiting known funds to arrive, so left in as -ve. Total -ves is £221, so +ve restricted stands at £10,390 for cashflow purposes

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Designated funds to nearest £
B1 Cash funds	Bank account	- 3,125	10,169	2,952
	Paypal	-		-
	Petty cash in hand/(owed)	- 42		-
	Transferwise	11		
	Stripe	-		-
	Stewardship	85	-	-
	Facebook	-	-	
	Owed (to)/by Lordsway - transferring over month end	937		-
	<i>Total cash funds</i>	- 2,135	10,169	2,952
	(agree balances with receipts and payments account(s))	OK	OK	OK

## Section B Statement of assets and liabilities at the end of the period - continued


		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	<b>Details</b>			
	Gift Aid claimable to the end of March, which was received in April	3,436	-	-
		-	-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	<b>Details</b>			
			-	-
			-	-
			-	-
			-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>			
	Izusu Vehicle - in Zambia	General Fund	20,000	
	Land used for building new homes	Rachel's Room	2,000	
	Camera,	General Fund	297	
	Dare2 Dream: video camera August 2018	General Fund	221	
	Laptop - paid 1/2 of total cost March 2017 - since 31/3/18 has been donated to someone in Zambia as part of CICA's charitable objectives	General Fund	195	
	Stock for selling in shop - full cost £220 but some of this was sold at 2018	General Fund	-	
	Dare to Dream: Stove Caretaker House	General Fund	401	
	Caretaker House	General Fund	464	-

		Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	<b>Details</b>			
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Nicholas Lugg	18/10/2023

**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
CICA (CARING IN CRISIS AFRICA (UK))

**On accounts for the year  
ended**

31 March 2023

**Charity no  
(if any)**

1166440

**Set out on pages**

The two pages following the TAR – signed and dated 18/10/2023  
(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 31/03/2023.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**



**Date:** 15/01/2024

**Name:**

Jennifer Copley

**Relevant professional  
qualification(s) or body:**

N/A to this post

**Contact:**

07842 124747

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