

SHINE-RELIEF TRUST
CHARITABLE INCORPORATED ORGANISATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022



SHINE-RELIEF TRUST
CHARITABLE INCORPORATED ORGANISATION
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees P Irvin

D Irvin
P Masters
V Mwiko
A Atama
B Siziba
A Siziba

Appointed February 2021

Charity number

1168458

SHINE-RELIEF TRUST
CHARITABLE INCORPORATED ORGANISATION
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

CONTENTS

	Page
Trustees' report	1 - 10
Statement of financial activities	11
Balance sheet	12

SHINE-RELIEF TRUST

CHARITABLE INCORPORATED ORGANISATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The relief of poverty sickness and distress in particular but not exclusively which may be caused by HIV/AIDS, in Malawi, UK and the rest of the World.

To advance the education of, and the preservation of good health of Children in Malawi who are orphaned, in particular but not exclusively due to HIV/AIDS related conditions.

To advance the education of Malawian orphans over the age of 18 in Malawi, the UK and the rest of the World.

To advance the Christian faith in Malawi, the UK and the rest of the World.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

SHINE MALAWI PROJECT

Introduction

The Founding principal of Shine Relief Trust has always been that as Jesus taught, we should care for the poor. Matthew 25:40 'Truly I tell you, whatever you did for one of the least of these brothers and sisters of mine, you did for me.'

Shine Village Infrastructure Development

As part of our long-term plans, Shine purchased a 1.8ha site in 2012 on which to build "Shine Village"; an orphan care residential and educational facility which is central to our strategy to care for vulnerable children and support the local community. Development of Shine Village started with the construction of the multi- purpose hall.

Land development

Shine land has continued to be developed during 2020-21. Shine Children's House has a larger vegetable plot to help subsidize food costs. In December 2020 a new piece of land adjacent to Shine Village was purchased to connect the land to a more prominent roadside position. It was purchased for 800,000.00MWK. Plans were drawn up for an internet café and a second children's house along with a new wing to the community hall to house the Early Years group. A new playground was also in the planning stage. Further developments across our land for income generating activities to support the ongoing cost of residential care and education are detailed below.

Shine Village Resource Centre.

Shine Centre, built in 2014, is widely used by the surrounding community. The centre is a vital spot in Chilambe, the grounds are put to good use by various children's groups, a monthly clinic as well as sporting activities like the netball and soccer. Although 2020 saw many activities cancelled due to the spread of COVID 19 those connected to the Shine Early Years nursery school visited the centre to receive support. Shine also received many local visitors seeking assistance for help with items such as food and medical help.

SHINE-RELIEF TRUST

CHARITABLE INCORPORATED ORGANISATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

CHURCH AT SHINE VILLAGE

Shine Ministry members were on the increase until restrictions were put in place. Although meetings had to be cancelled members did their best to reach those in need giving spiritual, financial, psychological and physical support. Connect Church Timaru in New Zealand which partners with the members continued to facilitate outreach in the community however they were unable to make their annual visit. The impact of the church to this a predominantly Muslim community where the witch doctor also remains a strong presence ensured that many vulnerable family's needs were met.

Training pastors

During this year a regular meeting was started to support local Church Leaders. Connection with Regions Beyond pastors from South African and Zambia have helped this grow and a group of 10-30 people gather each Saturday at Shine Village.

EARLY YEARS

Shine Early Years Group

Based at Shine Village this group assists 170 young children (0-5 years) from local villages who are vulnerable and affected by HIV/AIDS. This program has been stopped and started several times during the pandemic but we hope to be re open and back operating normally in April 2022.

Community Based organisations (CBO) Nursery and Feeding program

Two CBOs in the community at Nsondole and Chilambe provide fortified Likuni Phala daily nutrition for 170 children. These programs were closed due to the pandemic and we hope to re engage with these communities in the coming year.

Shine Village Children House

Shine's long-term aim is to develop a complex of solid six traditional homes for those children who have been identified by the Social Welfare as requiring residential care. The first home was established in 2016 and has been a home to eight girls now aged between 8 and 15 years since 2018. The solar system has needed repairing this year. The house was also repainted during the lockdown months with new beds and bedding added. The girls have grown more vegetables this year. During the year the girls enjoyed time together in a different way as the usual Easter and summer camps were cancelled. The girls travelled to the lake and to Zomba Mountain during this period. The girls all performed well in their exams. Boarding school plans had to be put on hold due to schools taking in lower numbers. For children residing at Shine Village the long term plan is for them to attend a purpose built educational facility. Children currently have to attend Mwanji Primary School where progress is being carefully monitored as classes do have over 100 students. The girls have received additional help from paid teachers at Shine.

Shine Ministry has been a key part of the girls development this year providing opportunity for the girls to access prayer and also look to the needs of their community and engage in activities to help.

SHINE BURSARY

The Bursary program provides school fees to students alongside other provisions according to the need. Our Bursary Officer looks after the spiritual, physical and academic needs of the pupils on the scheme. The funds needed to develop this work are raised through Shine Relief New Zealand which helps cater for the increasing costs of more students moving onto further education. 18 students selected to attend various Community Day or Boarding Secondary Schools are being supported at Masongola and Mulunguzi Secondary Schools, St Joseph's Primary School- all in the Shine Catchment Area. Also students attend Teaching and Nursing College, Sakata Skills Development Centre (skills in carpentry), Teacher's Training College Blantyre and Lilongwe University of Agriculture and Natural Resources - students study Fisheries and Food Science. The 2020 School Year experienced considerable disruption due to Covid-19 Lockdowns, resulting in serious social issues as students had to return to their villages with limited if any access to Online Learning Options. Shine conducted some teaching sessions for those students living within this area maintaining some contact with students further afield to ensure they had textbooks and materials in order to continue with some study.

SHINE-RELIEF TRUST
CHARITABLE INCORPORATED ORGANISATION
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

AFTER SCHOOL

In Malawi very few children move beyond primary school. This group provides after school support and help during exam time. The team seek to motivate and support families, providing access to specific Malawian curriculum textbooks which many children do not have. This year we have not had visiting teachers as in previous years however the group managed to support a smaller group of children in preparation of their exams.

VOLUNTEERS AND VISITORS

Each year Shine takes visitors from the UK and New Zealand (trustees and volunteers) making self funded visits to Shine Village.

Trustees Philip and Deborah Irvin managed to visit from the UK in January 2022 to see the work on the ground and to see the new projects , buildings and businesses established through the recent grant funding.

Teams from Regions Beyond churches in Clarens in South Africa had planned to visit and carry out planned activities such as team building, biblical training and youth workshops did take place however these were online.

SHINE-RELIEF TRUST

CHARITABLE INCORPORATED ORGANISATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

CHILD HEADED FAMILY SUPPORT

Child headed families are units headed by children and with limited or no guardian support in times of crisis. Interactions with families take place in their homes and in groups at Shine Village and provide essential support. Four key families receive regular visits help to assess their welfare and deliver foods. Three households are headed by single grandmothers and a disable mother and are based in Mtumanji Village which is 25 miles from Zomba, 15miles on rough dirt tracks. A new project vehicle purchased this year has helped with emergency health care transport.

Nutrition. A typical family manages a small garden of vegetables and maize> Items such as oil, salt and sugar are part of our grocery packs distributed to vulnerable families left with little in the lean season. Shine Village farm has provided maize, cassava, groundnuts and cow peas to families who are unable to farm due to ill health.

Basic Health Care. Referrals to Zomba Hospital for X-Rays and further treatment are often thwarted by lengthy waits and faulty equipment in our project area therefore Shine has needed to escort the children living at Shine Village site as well as those living in the community to Zomba and Blantyre throughout the year. Chipitala Precious Medical Clinic is a newly opened Private Clinic. Doctor Frank is reliable and thorough. Two children who are HIV positive have continued to be monitored through regular visits. Children have joined with planned

Education. Shine aims to improve access to education through school bursaries. Visits help to assess a child's progress and to assess the need for school fees, homework support, and careers guidance.

Child protection

Shine Malawi takes seriously the protection of children and in responding to the specific situations where children are at risk or subject to abuse, violence, physical, sexual, mental & emotional abuse etc., follows government guidelines and operates a clear reporting procedure.

Shine Relief Child Protection Officer works hand in hand with the District Social Welfare Office and the local Child Protection Officer and local Police to ensure vulnerable children are protected against harm – in particular sexual abuse and illegal marriages.

INCOME GENERATING ACTIVITIES

During 2021 – 2022 our Moringa Trees continued to support nutrition at Shine Village and seeds were replanted. Moringa oil production will play a big part in the overall sustainability plan. Shine Community Business was registered to oversee a variety of income generating activities at Shine Village.

A chicken Farm with the possibility to produce 500 chickens a week was built , Fish ponds have been dug with a solar pump and bore hole being established. In addition a Rice Mill and a Maize mill was established to create jobs and finance to support more community projects. A newly built feed mill will use Rice and Maize bran to create feed for chickens and fish to offset some of the overhead.

STAFF IN MALAWI

Shine Relief Trust employs 26 staff and works closely with volunteers, the local Chief Chilambe and the Children's Home Committee. They each give a lot of time to the projects at Shine Village. The committee oversees the Children's home operations and safeguarding.

SHINE-RELIEF TRUST

CHARITABLE INCORPORATED ORGANISATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

UK OFFICE

The office space in Hull was again made available through Jubilee Church enabling Shine Relief UK Office to keep their costs down and remain well connected to supporters.

Fundraising A substantial portion our income comes through our regular supporters who give monthly by standing order into the bank and in most cases, we then claim gift aid on those donations. We also receive several one-off gifts throughout the year from several supporters. In addition, we actively seek new and fresh ways to tap into new resources which has proved a challenge

CREATING AWARENESS

Shine Relief Website and Facebook was used to share information and stories from Shine Relief Malawi. E-news was circulated 6 monthly.

MONITORING AND EVALUATION

Accountability and transparency are of utmost importance to Shine. We monitor and evaluate all our activities, applying the learning to improve our delivery. There are a number of detailed ways in which we monitor our activities.

- Technical meetings are held monthly at Shine Village to review the work and evaluate our progress.
- Regular Skype and phone with the Chairman and Project manager provides an opportunity for us to discuss the projects development in Malawi.
- Regular reports are received from the Shine Director and staff which are discussed by the UK board at Quarterly Trustees meeting and feedback given.
- Trustees visits and international board meetings held as a matter of course

Our work in this isolated region has provided insight into the complex issues facing the community's inability to keep children safe starting at a young age. Over the 10 years we have found woman are only now able to share their stories which previously had been kept secret. It was concluded that Shine has foundations which will stand the test of time. "A Safe House" supporting traumatized children having suffered sexual abuse is a service desperately needed. The outcome was that to continue with residential care was essential alongside a community support package – to include parenting courses when possible.

Financial review

Shine Relief Trust has maintained its overall income and increased support in new ways. This has been achieved by the hard work of the Trustees and a dedicated team of volunteers, who serve, give and pray for Shine Relief to expand its work. In this period, funding given to our partners in Malawi has provided more jobs, essential resources and training as well as improved communications resulting in better services for beneficiaries across the region to access.

The Shine Village development has gone from strength to strength with farming and other agricultural projects and other assistance to the community. Shine Centre now redecorated and with new Solar PV providing electricity throughout the day and night is being used to good effect alongside Shine Children's Home and Admin block providing shelter and care for the most vulnerable children in the region.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

SHINE-RELIEF TRUST
CHARITABLE INCORPORATED ORGANISATION
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

SHINE-RELIEF TRUST
CHARITABLE INCORPORATED ORGANISATION
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

For the further development of the Charity:

To support the growing church congregation at Shine Village
To increase the sustainability of Shine Village through Shine Community Businesses
To increase the staff teams in UK and Malawi
To continue to seek new regular givers and Child Sponsors
To put on fundraising events during the year
To plan for and support visitors to Shine Village Malawi in 2023.

Whilst the values of the charity's assets have not been affected, future income streams may be. Given the charity's reserves position and its ability to flex future plans, the trustees have no immediate concerns over the charity's ability to continue operating as a going concern.

Structure, governance and management

The charity is a charitable incorporated organisation.

The trustees who served during the year and up to the date of signature of the financial statements were:

P Irvin
D Irvin
P Masters
V Mwiko
A Atma
A Siziba
B Siziba

Trustees are drawn from the community who have an active interest in the promotion of the charity's aims and objectives.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

The board is made up of no fewer than four, who have limited liability of no more than £1. The trustees form the Management team who deal with the day to day operations of the charity.

Shine Relief Trust - CIO - 1168456
Statement of Financial Activities
For the period from 01 April 2021 to 31 March 2022

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<i>Incoming resources</i>					
Incoming resources from generated funds	—	—	—	—	—
Voluntary income	22,818	840	—	23,268	38,868
Activities for generating funds	—	—	—	—	197
Incoming resources from charitable activities	842	—	—	842	1,900
Other incoming resources	—	—	—	—	212,122
Total incoming resources	23,281	840	—	23,901	251,178
<i>Resources used</i>					
Cost of generating funds	—	—	—	—	—
Cost of generating voluntary income	—	—	—	—	—
Charitable activities	184,616	—	—	184,616	74,826
Governance costs	60	—	—	60	60
Other resources used	8,802	—	—	8,802	8,847
Total resources used	171,187	—	—	171,187	81,622
Net incoming / outgoing resources before transfer	-147,808	840	—	-147,288	188,858
<i>Transfers</i>					
Gross transfers between funds - in	—	—	—	—	—
Gross transfers between funds - out	—	—	—	—	—
Net incoming / outgoing before other gains / losses	-147,808	840	—	-147,288	188,858
<i>Other recognised gains / losses</i>					
Gains / losses on investment assets	—	—	—	—	—
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—
Net movement in funds	-147,808	840	—	-147,288	188,858
<i>Reconciliation of funds</i>					
Total funds brought forward	177,087	177	—	177,244	7,687
Total funds carried forward	28,181	817	—	28,978	177,244

There may be minor discrepancies in the totals if the pence are not being shown

Shine Relief Trust - CIO - 1168456

Balance Sheet detailed

		As at 31/03/2022	As at 31/03/2021
Fixed assets			
	0001: laptop	—	—
	0002: PC for Shine UK Office	—	—
	0003: Projector	—	—
	0004: Laptop for Malawi	—	—
	0005: Admin Laptop - Malawi	—	—
	0006: Gear4music PA System	—	—
	Total Fixed assets	—	—
Current assets			
	AC001: Current Account	—	—
	AC002: Petty Cash	—	—
	AC003: Tax claims due	—	—
	AC004: Reserve Account	—	200.00
	AC006: Current Account - CIO	17,175.97	156,644.86
	AC007: Reserve Account - CIO	12,802.35	20,400.00
	Total Current assets	29,978.32	177,244.86
Liabilities			
	Z04: Accounts Payable	—	—
	Total Liabilities	—	—
	Net Asset surplus (deficit)	29,978.32	177,244.86
Reserves			
	Excess / (deficit) to date	(147,266.54)	—
	Starting balances	177,244.86	177,244.86
	Total Reserves	29,978.32	177,244.86

Represented by...		
Unrestricted	36,682.15	184,588.69
Designated	—	—
Restricted	(6,703.83)	(7,343.83)
Endowment	—	—
Total	29,978.32	177,244.86

