

**ANNUAL REPORT AND STATEMENT OF ACCOUNTS  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

**PAVE**

**PROGRESS IN AFRICA VIA EDUCATION**

**CHARITY REGISTRATION No. 1178775**

Independent Examiners Ltd  
Unit 2  
The Broadbridge Business Centre  
Delling Lane  
Bosham  
PO18 8NF

**PAVE**

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## PAVE

### LEGAL AND ADMINISTRATIVE INFORMATION

<b>CHARITY NUMBER</b>	1178775
<b>START OF FINANCIAL YEAR</b>	1st January 2021
<b>END OF FINANCIAL YEAR</b>	31st December 2021
<b>TRUSTEES AT 31ST DECEMBER 2021</b>	M A Dabrowski R J Tootill B C Richardson A K Towers R E Dabrowski Appointed 8.11.2021
<b>GOVERNING INSTRUMENT</b>	PAVE was registered as a CIO with the Charity Commission under number 1178775 on 13th June 2018 and is governed by a Foundation Document. The CIO is set up to provide funding for further education for students in Africa.
<b>OBJECTS</b>	THE OBJECTS OF THE CIO ARE: FOR THE PUBLIC BENEFIT TO PROMOTE THE EDUCATION OF YOUNG PEOPLE IN MOZAMBIQUE AND IN SUCH OTHER PARTS OF THE WORLD AS THE CHARITY TRUSTEES MAY FROM TIME TO TIME THINK FIT, IN PARTICULAR BUT NOT BY WAY OF LIMITATION BY AWARDED SCHOLARSHIPS, MAINTENANCE ALLOWANCES OR GRANTS TENABLE AT ANY UNIVERSITY, COLLEGE OR INSTITUTION OF HIGHER OR FURTHER EDUCATION.
<b>REGISTERED ADDRESS</b>	55 Rushendon Furlong Pitstone Leighton Buzzard LU7 9QX
<b>PRIMARY BANKERS</b>	Lloyds Bank 25 Gresham Street London EC27 7HN
<b>INDEPENDENT EXAMINER</b>	Lomax Pavey Independent Examiners Ltd Unit 2 The Broadbridge Business Centre Delling Lane Bosham PO18 8NF

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/members of PAVE on the accounts for the year ended 31st December 2021 set out on pages 7 to 10.

### RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act), and
- to state whether particular matters have come to my attention.

### BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the organisation 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.

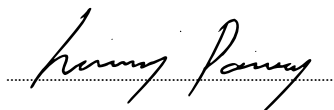
### INDEPENDENT EXAMINER'S STATEMENT

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 130 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Lomax Pavey  
Independent Examiners Ltd  
Unit 2  
The Broadbridge Business Centre  
Delling Lane  
Bosham  
PO18 8NF

7th October 2022

**PAVE**  
**TRUSTEES REPORT**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

**OBJECTIVES AND ACHIEVEMENTS**

The strategic objectives of the Trust are to prioritise support for young people in Mozambique and in such other parts of the world as the trustees may from time to time think fit, in particular but not by way of limitation by awarding scholarships, maintenance allowances or grants tenable at any university, college or institution of higher or further education.

The trustees achieve this by providing financial support that includes course fees, registration fees, examination fees, and other disbursements, to enable them to receive education which will enhance their personal development as responsible contributing members of society. The activities of the Trust in pursuit of its charitable purposes are to make financial grants to individuals and organisations. The Trustees have complied with their duty to have due regard to guidance on public benefit published by the Charity Commission when preparing the policies and objectives.

**ACHIEVEMENTS AND PERFORMANCE**

Main achievements in the year reported on are:

- a) Continuing to attract donations to enable funds to be available for distribution in grants;
- b) Enhancing awareness of the Trust and encouraging more applications for grants. A particular focus has been to raise awareness amongst members of the public and supporters encouraging them to support the work in Africa;
- c) The continuing work on review of governance and management and on the verification of grant applications and applicants;
- d) Enhanced requirements for successful grant applicants to provide feedback on the charitable outcomes of the activities to which those funds were applied. Where possible and appropriate material is made publicly available, for instance on the PAVE website, and through social media.

**MANAGEMENT OF THE TRUST**

The Trust is governed by a Board of Trustees, who at present carry out the majority of the administrative duties. The Trust has no paid staff, it is entirely volunteer governed, managed and operated.

Trustees are appointed in accordance with the Trust deed, which is the governing document of the Trust. Induction of new Trustees is carried out informally. All Trustees have access to a copy of the Governing document (the Trust deed). Support and training is available for Trustees, to assist them in understanding their role and discharging their responsibilities, on an ad hoc basis as needed.

The Trustees have taken account of the Charity Commission guidance on public benefit in the discharge of their responsibilities.

The Trustees endeavour to provide good governance and effective leadership of the Trust by following the principles in 'Good Governance: A Code for the Voluntary and Community Sector':

- Understanding their role (collectively and individually);
- Ensuring delivery of organisational purpose;
- Working effectively both as individuals and as a team;
- Exercising effective control over the charity;
- Behaving with integrity;
- Being open and accountable.

During the year reported on, the Trustees have continued reviewing and updating the governance and administration of the Trust.

**GRANT POLICY**

The Trust carries out its charitable purpose by making grants. In accordance with the governing document of the Trust, grants from the Trust can only be made for educational purposes.

The Trustees have discretion to make grants within the charitable purposes.

Due diligence enquiries and checks are carried out on all funding applications received and all applicants are verified by means approved by the Trustees. The Trustees seek additional clarification or further information about an applicant and/or the purposes for which they are applying for a grant, if the Trustees consider it appropriate in order to assess the applicant and application. In making their decisions on applications, the Trustees consider how information provided demonstrates appropriate links to PAVE's objects, in accordance with the Trust's charitable purposes for the public benefit.

**GOING CONCERN**

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resource to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

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TRUSTEES REPORT (continued)  
FOR THE YEAR ENDED 31ST DECEMBER 2021

**RISK MANAGEMENT**

The principal risks are reviewed, and the risk reduction and management procedures are managed on an ongoing basis. The main major risks are significant reduction of expected income or insufficient appropriate grant applications to enable appropriate levels of funding to be distributed in grants to suitable applicants. Active management and promoting awareness of the Trust and encouraging supporters to make donations are the main methods used to address those risks.

**PLANS FOR FUTURE PERIODS**

The Trustees intend to continue operating the charity on a similar basis in future periods.

**FINANCIAL REVIEW**

In the year under review the Trustees made grants totalling £12,580 providing payments for students' education. The Trustees were satisfied with the quality of applications they received and the wide range of valuable activities and purposes that they continue to support.

**RESERVES POLICY**

The Trustees' policy is to hold a minimum of £1,000 free reserves as a contingency to cover unexpected costs or falls in income. The trustees do not intend to make grants or other payments unless funds are available.

**PUBLIC BENEFIT**

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

**TRUSTEES RESPONSIBILITIES**

The Charities Act 2011 require the trustees to prepare financial statements for each financial year. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on

3<sup>rd</sup> OCTOBER 2022

Signed on their behalf by

RICHARD TOOTILL, TRUSTEE

Signature:

R J Tootill

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**STATEMENT OF RECEIPTS AND PAYMENTS  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	<b>Total 2021 £</b>	<b>Total 2020 £</b>
<b>RECEIPTS :</b>					
Voluntary Receipts	2a	11,552	-	11,552	5,876
<b>TOTAL RECEIPTS</b>		<b>11,551</b>	<b>-</b>	<b>11,551</b>	<b>5,876</b>
<b>PAYMENTS :</b>					
Costs of Charitable Activities	3a	12,699	-	12,699	11,454
Governance Costs	3b	381	-	381	140
<b>TOTAL PAYMENTS</b>		<b>13,080</b>	<b>-</b>	<b>13,080</b>	<b>11,594</b>
<b>NET RECEIPTS/(PAYMENTS)</b>		<b>(1,529)</b>	<b>-</b>	<b>(1,529)</b>	<b>(5,718)</b>
Balances Brought Forward		2,717	-	2,717	8,435
<b>BALANCES CARRIED FORWARD</b>		<b>1,188</b>	<b>-</b>	<b>1,188</b>	<b>2,717</b>

The notes on pages 9 to 10 form part of these accounts.

All operations are continuing operations.

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**STATEMENT OF ASSETS AND LIABILITIES  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

	Unrestricted Fund £	Restricted Fund £	31-Dec-21 Total £	31-Dec-20 Total £
<b>ASSETS</b>				
<b>Cash Funds:</b>				
General Account	1,188	-	1,188	2,717
	<b>1,188</b>	<b>-</b>	<b>1,188</b>	<b>2,717</b>
<b>LIABILITIES</b>				
Independent Examiners Fee	294	-	294	276
	<b>294</b>	<b>-</b>	<b>294</b>	<b>276</b>

**TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS**

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 7 and 8.

Approved by the Trustees on 3<sup>rd</sup> OCTOBER 2022

Signed on their behalf by RICHARD TODTILL, TRUSTEE

Signature: 



**PAVE**

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

**1. BASIS OF ACCOUNTING**

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements. The Trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at the year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.

**2. RECEIPTS**

	Unrestricted Funds £	Restricted Funds £	<b>Total 2021 £</b>	<b>Total 2020 £</b>
<b>a) Voluntary Receipts</b>				
Designated Giving	-	-	-	244
Standing Orders	3,620	-	3,620	3,025
Gift Aid	-	-	-	310
General Gifts	7,932	-	7,932	2,297
	<b>11,552</b>	<b>-</b>	<b>11,552</b>	<b>5,876</b>

**3. PAYMENTS**

	Unrestricted Funds £	Restricted Funds £	<b>Total 2021 £</b>	<b>Total 2020 £</b>
<b>a) Costs of Charitable Activities</b>				
Student Education & Computer Equipment	12,580	-	12,580	9,233
Website and Marketing	-	-	-	697
ICO	-	-	-	75
Gifts	-	-	-	500
Other	119	-	119	-
	<b>12,699</b>	<b>-</b>	<b>12,699</b>	<b>10,505</b>

**b) Governance Costs**

Independent Examination	276	-	276	-
Professional Fees	-	-	-	949
Bank Charges	105	-	105	140
	<b>381</b>	<b>-</b>	<b>381</b>	<b>1,089</b>

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**NOTES TO THE ACCOUNTS (continued)  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

**4. RESTRICTED FUNDS**

There were no restricted funds in this financial year or in the previous financial year.

**5. PAYMENTS TO TRUSTEES**

No payments were made to trustees or any persons connected with them during this financial period, other than reimbursement for small items paid for on behalf of the Charity.

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.