

SOUTHERN AFRICA LITERATURE TRUST

**71-75 Shelton Street
London
WC2H 9JQ**

**Annual Report
and
Financial Statements
for the year
1st October 2023
to
30th September 2024**

**Registered Charity No 1181782
Company Registered No 11581132**

SOUTHERN AFRICA LITERATURE TRUST

Index to Financial Statements

Title	Page No.
Report of the Trustees	1 - 6
Independent Examiner's Report	7
Balance Sheet	8
Statement of Financial Activities	9
Notes to the Accounts	10 - 11

SOUTHERN AFRICA LITERATURE TRUST

Report of the Trustees

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements for the year ended 30th September 2024. The trustees have adopted the provisions of 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 2015).

OBJECTIVE AND ACTIVITIES

Objective and aims

The Charity's objectives are set out in its Memorandum and Articles of Association and are as follows:

- 1). To advance the Christian religion in, particularly but not exclusively Central and Southern Africa, for the benefit of the public through the holding of prayer meetings, lectures, public celebration of religious festivals producing and/or distributing literature on Christianity to enlighten others about the Christian religion, and,
- 2). The relief and assistance of people in any part of the world who are the victims of war or natural disasters, trouble, or catastrophe in particular by the provision of grants to charitable organisations.

How our activities deliver public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake. The trustees have complied with their duty in Section 17 of the Charities Act 2011 and have paid due regard to guidance published by the Charity Commission regarding public benefit.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Encouragements:

1. Gospel Literature Distribution

SALT passed the milestone of 16 million Gospel literature items distributed across Malawi, including tracts, calendars, and Gospel portions.

A major container shipment was coordinated in 2024—the first from North America—consisting mainly of Classroom Packs to support children's work, along with tools and equipment for use on site and for vehicle maintenance.

Fifteen new tracts were produced, with continued plans to expand the variety and reach of literature available across the country.

2. Bible Teaching & Discipleship

The annual Bible Teaching Conference was resumed in May 2024, after disruptions caused by the pandemic, elections, and cyclone relief efforts. Hosted at the Saidi facility, it brought together over 50 volunteer literature distributors for a week of concentrated Bible study.

The conference was a great encouragement. Feedback received showed that the teaching had made a significant impact on those who attended and was greatly appreciated. One attendee remarked, "Truly we don't need to build another foundation because the foundation is Christ."

In the absence of commended workers joining us from overseas, this group of men is seen as key to the future development of the work. It is therefore essential that we continue to invest in their spiritual growth and training.

SALT continues to expand Emmaus Bible Courses in Chichewa and is actively translating additional discipleship materials.

A third baptismal service was held at Saidi, with eight more believers baptised—reflecting both spiritual and numerical growth of the newly formed assembly.

3. Children's Ministries

The Nthawi Ya Baibulo children's curriculum, which is the Chichewa translation of the Bible Educational Services (BES) material, progressed significantly in 2024.

At Saidi, regular children's meetings continued with up to 200 children attending, supported by middle and high school groups.

SOUTHERN AFRICA LITERATURE TRUST

Report of the Trustees (Continued)

Feedback from the pilot of the Nthawi Ya Baibulo (NYB) material led to adjustments to better suit literacy levels, with full revision expected to be completed by the end of the year.

4. Relief & Community Support

SALT completed its Cyclone Freddy response during 2024, having delivered 17 tons of maize flour, shelter materials, beans, hygiene items, and helped rebuild or repair homes for affected families.

The Street Children's feeding programme in Lilongwe was sustained through the purchase of 10 tons of maize, securing meals for approximately 200 vulnerable children for another year.

At Dzaleka Refugee Camp, over 100 children received daily meals, and foster mothers were trained in sewing and embroidery. This practical training is a vital tool in breaking the cycle of poverty—it provides these women with skills to earn an income, helping to relieve the pressure many face to engage in prostitution as a means of supporting themselves and their families.

5. Infrastructure & Development

A hydro-geological survey identified three potential borehole sites, but unfortunately none yielded sufficient water to support irrigation.

However, the available supply is expected to meet future domestic water needs on site at Saidi.

Plans for building dormitories and a larger meeting hall are in development, to support the expanding Bible teaching and training work.

6. Organisational Strengthening

The vehicle fleet remains under review. Several of the older vehicles continue to experience reliability problems, and decisions on repairs or replacements are being carefully considered.

A new bookkeeper was appointed in Malawi following the resolution of financial irregularities. Financial procedures are being tightened, including reduced use of petty cash.

Reserve levels were reviewed and adjusted during the year to ensure the charity maintains appropriate financial stability and flexibility.

We were pleased to welcome Mark Beach, who has joined us to oversee financial matters. We are already benefiting from his input in helping to strengthen financial oversight and planning.

7. Governance & Future Planning

The 2024 Trustees' Workshop was postponed to 2025 due to venue constraints, with plans underway to enhance board development and trustee training.

Trustees met regularly throughout the year and remain committed to responsible stewardship and strategic direction.

8. MGO Update

The Malawi Gospel Outreach (MGO) programme did not take place this year, as the team felt it was necessary to allow time for rest and regrouping following the challenges of recent years.

We remain committed to this vital outreach and look forward to resuming MGO at the earliest possible opportunity, as the Lord enables.

Conclusion

We give thanks to the Lord for His continued faithfulness and provision throughout the year. We also extend our heartfelt thanks to all who support this work, both financially and in prayer. Your partnership makes every aspect of this ministry possible, from literature distribution and teaching, to relief and community outreach.

We are deeply grateful to our trustees and volunteers for their sacrificial service, giving so freely of their time, energy, and gifts to advance the work. May the Lord richly bless each one for their labour in His name.

SOUTHERN AFRICA LITERATURE TRUST

Report of the Trustees (Continued)

FINANCIAL REVIEW

Financial position

During the period the charity reported a deficit of £45,753 (£52,877 surplus for 2023). At the balance sheet date the charity had a surplus in funds of £96,214 (£141,957 at 2023), of which £(191,544), (£(147,265) at 2023), were restricted funds.

Investment policy

The Memorandum and Articles give the trustees the power to apply funds in such a manner as they think fit of for the benefit of any of the stated charitable objects or to invest funds as permitted by the Trustee Act 2000.

Reserves policy

The trustees have examined the requirement for reserves in the light of the main risks facing the charity. It is the policy of Southern Africa Literature Trust to maintain funds at a level which allows the charity to operate in the light of unforeseen circumstances. The trustees believe that the level of reserves at the end of the financial accounting period are adequate to meet this policy.

PLANS FOR FUTURE PERIODS

It is a priority for us to broaden and deepen our skill set at Board level, and so we will continue to actively seek additional help in the year ahead. We will continue to up-skill our existing team.

Our annual Bible teaching conference resumed in May 2024 and has proved to be of great benefit. We will continue to focus on increasing the attendance capacity and frequency of future conferences. To this end, we will work with our colleagues in Malawi to provide suitable dormitory accommodation to facilitate this.

Now that the translation of the Nthawi ya Baibulo (Bible Time) curriculum is complete, we will focus on rolling this out across the country, while also working on revision and expansion of the Emmaus Correspondence course materials.

SOUTHERN AFRICA LITERATURE TRUST

Report of the Trustees (Continued)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity was incorporated as a company limited by guarantee on 21st September 2018 and gained charitable status on 28th January 2019 from which latter date the activities of the charity commenced. The company was established under a Memorandum of Association which established the objects and powers of the charity and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

The trustees acting at the year end and who served for the full accounting period were:

Mr. Stephen Harper
Mrs. Agnes Gail Harper
Mr James David McMaster
Dr. Sarah Elizabeth Bond (ne Horan)

Recruitment and appointment of trustees

Members of the Board are appointed by a decision of the Directors. Every Director shall be appointed for an initial term of up to three years and by invitation only. The process is as follows, either the Chairman or one of the directors will make known to the other members of the board who they propose. After careful consideration and an appropriate character reference, a unanimous agreement should be reached when the final decision is made. In the case of indecision, the matter will be given further consideration until the next Board meeting.

At each annual general meeting one-third of the directors or, if their number is not three or a multiple of three, the number nearest to one-third, must retire from office and may offer themselves for re-election.

Organisational structure

Trustees' meetings are held each month either with the trustees meeting in person or by internet communication. Having regard to the size and activities of the charity, our experience has been that the company's business has been adequately dealt with at the monthly meetings. Minutes are prepared, circulated and agreed at subsequent meetings.

Induction and training of new trustees

If a new board member is appointed, they will be provided with an induction pack outlining the duties and responsibilities of their role and additional information as regards to the Charity. DBS clearance is a prerequisite.

Risk Management

The trustees review the major risks to the charity on an ongoing basis. Significant external risks are funding and expenditure.

Procedures are in place to ensure compliance of health and safety regulations and safeguarding for volunteers, leaders and trustees.

SOUTHERN AFRICA LITERATURE TRUST

Report of the Trustees (Continued)

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

11581132 (England and Wales)

Registered Charity number

1181782

Registered office

71-75 Shelton Street,

London

England

WC2H 9JQ

Trustees

Mr. Stephen Harper

Mrs. Agnes Gail Harper

Mr. James David McMaster (to 19 May 2025)

Dr. Sarah Elizabeth Bond

Mr. Carl Radcliffe (1 May 2025)

Independent Examiner

J Rogers, FCA

Phelan & Prescott

Chartered Accountants

River House

Home Avenue

Newry, Co Down

BT34 2DL

Bankers

HSBC UK

Belfast Royal Avenue

25-29 Royal Avenue

Belfast

BT1 1FB

This report has been prepared in accordance with the special provisions of Part 15 of Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on ...**17th June 2025**.. and signed on its behalf by

..... Mr Stephen Harper

Mr Stephen Harper

On behalf of the Trustees of Southern Africa Literature Trust

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF SOUTHERN AFRICA LITERATURE TRUST
For the period ended 30th September 2024**

Independent Examiner's Report to the trustees of Southern Africa Literature Trust

I report to the charity trustees on my examination of the accounts of the Company for the accounting period ended 30 September 2024.

Responsibilities and basis of report

As the charity trustees of the Company (and also its directors for the purpose of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)).

I have no concerns and 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.

J Rogers
Jeff Rogers, FCA
Chartered Accountant

Phelan & Prescott
Chartered Accountant
River House, Home Avenue
Newry, Co Down
BT34 2DL

Date: **17th June 2025**

SOUTHERN AFRICA LITERATURE TRUST

Balance Sheet as at 30 September 2024

		2024 £	2023 £
FIXED ASSETS			
Office Equipment, at cost	530		
Less depreciation	<u>391</u>	139	174
CURRENT ASSETS			
Debtors	5,639		2,275
Loan – Harold Makawa	9,475		9,475
Cash at Bank and in Hand	<u>81,089</u>		<u>130,033</u>
	<u>£96,203</u>		<u>£141,783</u>
CURRENT LIABILITIES			
Sundry Accruals	<u>- £128</u>		=
Net Current Assets		96,075	141,783
Total Assets less Current Liabilities		<u>96,214</u>	<u>141,957</u>
Total Net Assets		<u>£96,214</u>	<u>141,957</u>
FUNDS OF THE CHARITY			
Unrestricted Funds		287,758	289,222
Restricted Funds (<i>Note 4</i>)		(191,544)	(147,265)
Total Funds		<u>£96,214</u>	<u>£141,957</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 30 September 2024.

The members have not required the company to obtain an audit of its financial statements for the period ended 30 September 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006, and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small company regime.

The financial statements were approved by the Board of Trustees on ...**17th June 2025**... and were signed on its behalf by:

..... Mr Stephen Harper.....

STEPHEN HARPER, (Chair of Trustees)

The notes form part of these financial statements

SOUTHERN AFRICA LITERATURE TRUST

Statement of Financial Activities for the year ended 30 September 2024

	/-----2024-----\ Unrestricted Restricted Total			2023
INCOME				
Donations and Legacies	172,721	34,607	207,328	266,692
Gift Aid	3,537	236	3,773	3,546
Bank Interest Received	1,318	-	1,318	392
Total Income	£177,576	£34,843	£212,419	£341,691
EXPENDITURE				
Charitable Activities				
<i>Advertising & Promotion</i>	3,508	-	3,508	1,384
<i>Computer Costs</i>	6,891	-	6,891	8,967
<i>Carriage & Shipping</i>	261	1,730	1,991	3,249
<i>Travel & Subsistence</i>	11,013	-	11,013	10,489
<i>Motor Expenses</i>	-	-	-	284
<i>Rent of Office and Storage</i>	3,366	-	3,366	3,373
<i>Heat & Light</i>	108	-	108	85
<i>Insurance</i>	323	-	323	295
<i>Telephone</i>	322	-	322	277
<i>Printing, Postage & Stationery</i>	44	-	44	2,242
<i>General Administration Expenses</i>	618	-	618	1,907
<i>Donations to SALT Malawi</i>	140,400	77,392	217,792	203,104
<i>Literature Publication & Printing</i>	10,116	-	10,116	41,247
<i>Malawi Gospel Outreach Expenses</i>	-	-	-	5,046
<i>Relief Aid & Operations</i>	146	-	146	2,473
<i>Bank Charges</i>	1,510	-	1,510	1,399
<i>Accountancy & Professional Expenses</i>	125	-	125	2,832
<i>Foreign Exchange variances</i>	250	-	250	117
<i>Depreciation of Office Equipment</i>	34	-	34	44
Total Expenses	£179,039	£79,122	£258,161	£288,814
NET INCOME/(EXPENDITURE)	(1,464)	(44,279)	(45,743)	52,877
RECONCILIATION OF FUNDS				
Total funds brought forward	289,222	(147,265)	141,957	89,080
Transfers between funds				
TOTAL FUNDS CARRIED FORWARD	£287,758	£(191,544)	£96,214	£141,957

The Notes form part of these financial statements

SOUTHERN AFRICA LITERATURE TRUST

Notes to the Financial Statements

Note 1 – STATUTORY INFORMATION

Southern Africa Literature Trust is a private company limited by guarantee, registered in England and Wales. The company's registered number and registered address can be found within the Reference and Administration Details.

The Accounting period is for the year to 30th September 2024 and comparative figures are for the year to 30th September 2023.

Note 2 – ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) "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 2015)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to the expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amounts and obligation can be measured reliably. Expenditure is accounted for on a cash basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Depreciation

Depreciation has been provided at a rate of 20% on a reducing balance basis on fixed assets.

Taxation

The Charity is exempt from taxation on its charitable activities.

Realised gains and losses

There have been no realised gains or losses on investments during the year.

Note 3 – TRUSTEES' REMUNERATION AND BENEFITS

No payments have been made to any of the Trustees during the accounting period to 30th September 2024 or in the previous accounting period.

SOUTHERN AFRICA LITERATURE TRUST
Notes to the Financial Statements (continued)

Note 4 – RESERVES

Restricted Reserves is made up of restricted income less associated expenditure during the accounting period. Details of the make-up of balances on Restricted Reserves as at the Balance Sheet date is as follows:-

	B/Fwd	Income	Expenditure	Fund Transfer	C/Fwd
Building Fund	(171,007)	305	(38,379)		(209,081)
Relief Funds	37,234	24,736	(33,889)		28,081
Local Workers	(13,492)	9,802	(6,854)		(10,544)
	<u>£(147,265)</u>	<u>£34,843</u>	<u>£(79,122)</u>	<u>£-</u>	<u>£(191,544)</u>
	=====	=====	=====	=====	=====