



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **1 January 2023** To **31 December 2023**

Charity name: Kokrobite Chiltern Centre

Charity registration number: 1185282

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The advancement of education and relief of poverty for the public benefit by providing free education, providing training and the development of teachers and support for disadvantaged children and young people in Ghana to enable them to achieve their full potential and have greater access to positive choices and opportunities.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Raise funds to support the activities of sister charity (KCC Ghana). Provide guidance to KCC Ghana in the execution of its activities.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In executing our activities for the year, the trustees adhered to the Charity Commission's guidance on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Grants are made to sister charity (KCC Ghana) to support operating cashflow, fund scholarships for individual students and to fund approved projects.
Contribution made by volunteers	Para 1.38	The UK charity is run by volunteer trustees with no paid employees.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Key achievements in 2023: <ul style="list-style-type: none">• Provided grants totalling £15,750 to KCC Ghana (sister charity)• Funded the shipping of donated books, educational materials and sports kit to Ghana• Supported the executive team of KCC Ghana in making operational and financial decisions, related to their activities supporting 150 school children

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity ended the financial year with total assets of £4,028, in cash with no debt. These cash levels are appropriate for KCC to remain financially viable.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	KCC has no formal policy on holding cash reserves. Due to the low levels of recurring expenditure, zero debt and the discretionary nature of the main activity (providing grants), liquidity is maintained by restricting grants to available cash at any point in time.
Amount of reserves held	Para 1.22	Cash reserves at year end were £4,028.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no concerns about the charity continuing as a going concern.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	from donations, with reliance on a core group of dedicated long-term donors. A limited number of fundraising campaigns are carried out through social media
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	The principal risk facing the charity is lack of financial continuity, due to donors discontinuing their funding activities. If this were to occur, the level of grants the charity provides would need to be scaled back. The main mitigation is to broaden the range of donors.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Kokrobite Chiltern Centre Constitution, dated 26 August 2019
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation (CIO)
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are appointed and reviewed during KCC trustees meetings, held every month. Future trustees are invited to become a trustee by one of the existing trustees and/or by the individual volunteering to become a trustee, following which they are interviewed and confirmed if acceptable.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	On joining, all trustees are provided with a copy of the Constitution and a copy of the latest Annual Report and Accounts. Access is provided to the shared drive with previous minutes of meeting and the action log with pending issues.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity has a board of trustees with an appointed chairperson. In addition to overseeing the activities of the charity, the trustees provide guidance to KCC Ghana (sister charity).
Relationship with any related parties	Para 1.51	KCC Ghana is a sister charity that receives the bulk of donations from the charity. 2 trustees of the charity are executive members of KCC Ghana.

Reference and Administrative details

Charity name	Kokrobite Chiltern Centre
Other name the charity uses	KCC
Registered charity number	1185282
Charity's principal address	27 Garners Road Chalfont St Peter Bucks SL9 0HA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Emily Thomson	Chair		
2	Jane Zohoungbogbo	Secretary		
3	Martial Zohoungbogbo	Trustee		
4	Mark Williams	Trustee		
5	Paul Prentice	Trustee	Resigned 27/6/23	
6	Lucy-Anne Holmes	Trustee	Resigned 9/10/23	
7	Philip Liverpool	Trustee		
8	Sarah Harding	Treasurer		
9	Donald Hudson	Trustee		
10	Stella Kalamaj	Trustee		

Declarations

The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

Signature(s)	Emily Thomson	Sarah Harding
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Full name(s)	Emily Thomson	Sarah Harding
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Position (eg Secretary, Chair, etc)	Chair	Treasurer
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Date	9 September 2024
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CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Kokrobite Chiltern Centre

No (if any)
1185282

Receipts and payments accounts

CC16a

For the period
from

Period start date
1-Jan-23

To

Period end date
31-Dec-23

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations to sponsor the education and associated costs of (named) children in Ghana	-	7,353	-	7,353	5,823
General donations	2,818	-	-	2,818	4,191
Donations for children's Christmas activities	-	3,361	-	3,361	4,419
Donations from volunteers to cover their living expenses while volunteering at KCC Ghana	-	1,700	-	1,700	2,745
Donations to cover shipping costs UK to Ghana	-	1,400	-	1,400	-
Donations to buy white goods for new learning centre in Ghana	-	600	-	600	-
Donations towards running costs of girls' football team in Ghana	-	3,650	-	3,650	-
Donations to buy books	-	485	-	485	-
Sub total (Gross income for AR)	2,818	18,549	-	21,367	17,178
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	2,818	18,549	-	21,367	17,178
A3 Payments					
Fund transfers to KCC Ghana		15,750	-	15,750	16,900
Cost of shipping donated books, clothes and other items to Ghana	1,240	1,400	-	2,640	2,590
Fundraising costs	216	-	-	216	216
Administration expenses	138	-	-	138	822
Bank charges	108	-	-	108	178
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	1,702	17,150	-	18,852	20,706
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,702	17,150	-	18,852	20,706
Net of receipts/(payments)	1,116	1,399	-	2,515	3,528
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	1,513	-	-	1,513	5,041
Cash funds this year end	2,629	1,399	-	4,028	1,513

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Barclays Bank account	2,629	1,399	-
		-	-	-
		-	-	-
	Total cash funds	2,629	1,399	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Emily Thomson	Emily Thomson	9-Sep-24	
	Sarah Harding	Sarah Harding	9-Sep-24	