

Trustees' Annual Report for the period

Period start date
From 1 April 2022 To 31 Mar 2023
Period end date

Section A

Reference and administration details

Charity name

The Kohima Educational Trust

Other names charity is known by

KET

Registered charity number (if any)

1188382

Charity's principal address

The Thatched Cottage

Newbury Road

East Hendred

Postcode

OX12 8LG

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	Mr S White	Chairman		
2	Maj (Retd) RM Lyman			
3	Mrs SM May	Chief Executive		
4	Mr ADH Hunter	Treasurer		
5	Mr SJM Willis			
6	Miss E Pinfield			
7	Mr B Brownless			
8	Mr R Cook			
9	Mr A Barclay			
10	Lt Col M Jones	Ex Officio	From September 2021	
11	Lt Col E Boag		to December 2022	
12	Col I Hargreaves			
13	Dr R Clayton			
14	Rt Rev Nigel Stock		from August 2022.	
15	Mrs Charlotte Carty		from November 2022	
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name

Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
President	Maj Gen R Gordon	

Name of chief executive or names of senior staff members (Optional information)

Chief Executive – Mrs SM May

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

Declaration of Trust

How the charity is constituted

Charitable Incorporated Organisation ("CIO") (see below)

Trustee selection methods

Appointed by existing Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Trust works in close co-operation, through a Memorandum of Understanding, with its affiliate, the Kohima Educational Society (KES), which is based in Nagaland.

The Trustees have formed this Charitable Incorporated Organisation {registration number 1188382} to succeed a Trust also called 'Kohima Educational Trust' (registration number 1102045). The Trustees transferred all the assets and activities of the former Trust to the new CIO on 1st April 2020.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The Advancement of Education.

Assisting the education of Naga people in North East India in commemoration of the support provided to the British forces by the Naga peoples during the Battle of Kohima in 1944.

Provision of:

- Scholarships to assist disadvantaged children and children of veterans to receive better education in India
- Education in medical support for villagers
- Book publication
- Writing workshops and awards for literature
- Remembrance and raising awareness of the Battle of Kohima

In carrying out these activities, the Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

- Grants are made in Nagaland only and are consistent with the Trust's objectives.
- The Trust has no investments other than a deposit account held in the UK.
- All Trustees are volunteers and projects in Nagaland are organised by volunteers who work alongside the paid KES manager in Kohima.

You may choose to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

- Our flagship programme of scholarships provided to children aged between 14 and 18 continued last year, with all 232 students in years 8, 9 and 10 continuing with their scholarships. Eleven students in Years 11 and 12 were awarded their further Scholarships.
- Our webinar programme has grown and widened our audience reaching many Nagas both in the UK and in Nagaland. It has helped augment our database by 24%.
- Our annual Kohima Service in York was able to restart properly last year after two years of pandemic. Over 220 people attended, bringing together families and descendants of those veterans who fought in Kohima and the rest of the Burma Campaign. Some of our other projects in Nagaland had to be halted last year owing to delays in renewing KES' FCRA licence to receive money into Nagaland. We no longer have funds in Nagaland and, until the licence is renewed, plans for the Literature prize to be awarded in December are on hold. Equally, we will be planning to hold the next round of scholarship awards once the licence has come through.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trust maintains the bulk of its funds in a general reserve in order to have the resources available to support major projects as they are identified.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Trust's funds come from charitable donations, sponsorship of individuals, legacies, standing orders, the sale of books and Naga goods, and miscellaneous fund-raising events and lectures. The Trust also organises an annual Kohima Day memorial event to raise awareness and promote fundraising.

Apart from paying for the support of a part-time Chief Executive in the UK (who, following Charity Commission guidance, is also a Trustee) and a part-time administrative assistant in Nagaland, together with other administrative expenses, all funds disbursed by the Trust support its charitable objectives, through the provision of scholarships for Naga children and other education-related initiatives.

No Trustee receives any payment for his/her work as a Trustee (other than the CEO as stated above), but Trustees may claim expenses.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Andrew Hunter

Sylvia May

Position (eg Secretary, Chair, etc)

Treasurer

CEO

Date

5/7/23



The Kohima Educational Trust

Charity Commission no. 1188382

			Year		
			31 March 2022	31 March 2023	
			£	£	
INCOME	All Giving	Donations	9,853	10,431	
		Trustee expense donations	3,804	3,989	
		Scholarships	26,419	20,743	
		Gift Aid	6,774	9,209	
		Standing Orders	7,949	6,558	
		Sponsored Events	1,746	3,450	
		Legacies	4,500	1,000	
		Collection Tins	45	0	
		sub-total	61,090	55,381	
	Commemoration	York Memorial Service	8,671	9,125	
	Commercial	Shop including books	4,009	2,606	
		Christmas Cards	0	0	
		sub-total	4,009	2,606	
	Interest	Interest on Savings/Deposit A/Cs	7	208	
TOTAL INCOME			73,777	67,319	
(EXPENDITURE)					
	Costs of Collection	Sponsored Events	(930)	(647)	
		Fundraising	(105)	0	
		sub-total	(1,035)	(647)	
	Commemoration	York Memorial Service	(5,100)	(7,206)	
	Commercial	Shop including books	(1,001)	(2,469)	
		Christmas cards	0	0	
		sub-total	(1,001)	(2,469)	
	Communication	Newsletters and Leaflets	(1,102)	(1,926)	
		Post, Packaging and Freight	(2,154)	(1,265)	
		Website	(950)	(1,029)	
		Hospitality	(491)	(1,774)	
		Marketing	(16,150)	(15,014)	
		sub-total	(20,848)	(21,008)	
	Administration	Administration and Secretarial	(10,516)	(11,014)	
		Trustee expenses (see notes below, next page)	(4,012)	(3,497)	
	TOTAL (EXPENDITURE)			(42,512)	(45,840)
	UK NET INCOME/(EXPENDITURE)			31,265	21,480
CHARITABLE PAYMENTS			(50,000)	0	
TOTAL NET INCOME/(EXPENDITURE)			(18,735)	21,480	
BANK ACCOUNTS			£	£	
			Opening Bank Balances	107,605	
			All Activities, as above	(18,735)	
			Closing Account Balances	88,871	
				110,350	
Comprising:-					
			Main Current Account	1,618	
			Instant Access Savings Account	87,252	
			Shop float	912	
			Paypal balance	170	
				1,268	



The Kohima Educational Trust

Charity Commission no. 1188382

Year	Year
31 March 2022	31 March 2023
£	£
1,618	2,350
87,252	108,000
<u>88,871</u>	<u>110,350</u>

Assets:-

Main Current Account, Paypal & float
Instant Access Savings Account

As at 31/3/23, Gift Aid estimated as owing to KET but not yet claimed amounted to £2,468

Liabilities:-

As at spring 2023, the annual award of scholarships for year groups 8 to 10 has had to be postponed pending the renewal of KES' FCRA licence. Scholars in years 11 & 12 were awarded in October 2022. We estimate that future awards of scholarships to current scholars, including those expected to move into years 11 & 12 will give rise to 480 awards over 2024 to 2027, which will cost c.£48,000.

Of that £48,000, some £625 was pledged but not received at the year end; and c.£4,500 had already been gifted and therefore in the £110,350 of year end bank balances.

Also, as at 31/3/23, £450 of PAYE was owing to HMRC; and £1,250 was owing to Melissa Furness for marketing work in March '23.

A contingent liability of c. £900 exists for tax on a legacy received in 2021/22.

Trustees:-

Mrs Sylvia May, in her capacity as CEO, was paid fees of £9,000, on the authority of the Board of Trustees, as remuneration for her considerable work running the charity; and payments totalling £1,693 were made to Mrs May to reimburse administrative expenses incurred in the course of her duties. Of these combined sums, after tax & NIC, she donated 26% back to the charity. During the year, eight trustees (including Mrs May) were reimbursed a total of £4,622 for travel & other expenses. Of this, 94% was donated back to KET, on which Gift Aid was claimed.

Charity Address:-

Thatched Cottage
Newbury Road
East Hendred
Oxon
OX12 8LG



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

The Kohima Educational Trust

**On accounts for the year
ended**

31st March 2023

**Charity no
(if any)**

1188382

Set out on pages

6 and 7

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**Responsibilities and
basis of report**

As the charity's trustees, 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 all 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

12/7/23

Name:

George H Young

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

Institute of Chartered Accountants of Scotland

Address:

Rennie Welch LLP, Academy House, Shedden Park Road, Kelso, TD5 7AL