



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From**            **Period start date: April 1 2020 To Period end date:**  
**March 31 2021**

**Charity name: Friends of Mutake School**

**Charity registration number: 1188497**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	For the public benefit to advance education and support the health and wellbeing of children in Ngomokurira, Harare, Zimbabwe, in particular by: a) making grants of financial assistance to support the operation of Mutake School, Zimbabwe and to provide facilities for education at the school. b) providing grants of financial assistance to enable children living in poverty to attend school and access medical treatment.
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	<b>A)</b> This year, the trustees have helped the school to access clean borehole water, operated through a solar panel, in order to improve the access to clean water for students and school staff.. <b>B)</b> We have provided school sponsorship for 20 students. Ongoing medical treatment for 2 Individuals. <b>C)</b> In the area closest to the nursery, we have planted 18 trees. <b>D)</b> We have continued to fund raise for the provision of a library and a kitchen on the school grounds.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees at Friends of Mutake School remain committed to the charities purpose and the beneficial aspect of the work undertaken through the work by trustees and volunteers. The trustees will continue to provide public benefits to those in

		receipt of sponsorship and ensure that the sponsors and grants requested go towards ensuring that the charities purpose is kept at the heart of all we do and ensures the long-term assistance is available to its members.
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### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We are directed to student needs through the head teacher of the school who informs our Chair and lead trustee of their name, age and situation. Our trustees then look to provide a suitable supporter for the young person and payments of school fees are made on behalf of the young person.
Policy on social investment including program related investment	Para 1.38	<b>Not applicable</b>
Contribution made by volunteers	Para 1.38	We would like to thank the volunteers who support our students to attend medical services and delivery of food packages where it has been possible.
Other		

### **Achievements and Performance**

	SORP reference	
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<p>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.</p>	<p>Para 1.20</p>	<p>At the beginning of the financial year, the world began to understand the impact that the Covid-19 virus would have on people all over the world. This created several challenges for the charity and the school. Due to a drop in income, some supporters were unable to continue their commitments in relation to the payment of school fees so more sponsors were found to replace them.</p> <p>The school closed for a period during the pandemic but the sponsorship fees that were collected were used to pay for food packages for the young people and their carers. This was approved by the individual sponsors.</p> <p>Medical provision for students continued in order to reduce the impact of health problems and ensure that the students were able to attend school and encourage them to achieve as much as possible.</p> <p>The school also received some Personal protective equipment and 'tippy scales' for sanitising fluid dispensers.</p> <p>One young person who went from primary to secondary school was supported through the charity to have all of his secondary school uniform, school utensils and tools to assist him in engaging at school paid for, enabling him to be fully equipped to learn at secondary level.</p> <p>The solar panelled borehole has meant that clean, fresh water is available for the school and its students and workers.</p> <p>18 trees were planted around the nursery area of the school. They are juvenile trees and the hope is that in years to come they will provide a shaded area for the students to play underneath as well as harvesting the fruit and nuts to supplement their diet.</p> <p>We have continued to fundraise on behalf of the school in order to provide them with a library and a kitchen. This will mean that the school staff will have reduced</p>
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		potential of ill health, the food bill could be reduced as they can purchase in bulk and store the food to a better standard.
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### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>Not applicable</b>
Performance of fundraising activities against objectives set	Para 1.41	We have been able to raise GBP £5000.00 towards the two facilities - library, and kitchen, against a target of GBP£20,249.00 and GBP£6,878.  One partner raised £250 through a facebook fundraiser
Investment performance against objectives	Para 1.41	<b>Not applicable</b>
Other		<b>Not applicable</b>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.2.1		in	out	
			£		
		Starting Balance	2,502.56		
		Donations by sponsors	£ 1,075.00		
		Just giving donations	£ 3,026.10		
		School fees		£ 205.66	
		Barry Lungi Painting raffle	£ 360.11		
		Groceries - food parcels		£ 397.00	
		Trees	£ 19.00		
		Trees purchased		£ 23.10	
		Infrathermo		£ 60.00	
		Tippy taps		£ 23.54	
		PPE		£ 154.28	
		PPE - Masks		£ 46.46	
		Christmas hamper	£ 20.00		
		Christmas hampers		£ 119.25	
		Ancillary staff			
		Medical costs		£ 29.28	
		Hampers	£ 10.00		
		Print plan		£ 7.22	
		Kitchen Sink		£ 35.00	
		Uniform error	£ 61.21		
		Uniform		£ 61.21	
		Amazon Smile	£ 9.61		
		Paypal Giving donation	£ 301.58		
		interest	£ 3.20		
		Total	£ 7,388.37	£ 1,162.00	£ 6,226.37
Statement explaining	Para	The Friends of Mutake School are holding the balance as it contains funds raised through a Justgiving challenge which			

the policy for holding reserves stating why they are held	1.2 2	are in place for the building of a kitchen for the school. The school also need to hold some funds in the event of an emergency as was seen during the pandemic. Staff at the school did not receive any wages as the school was closed as part of the lock down imposed by the Government of Zimbabwe. In order for the school to retain these qualified and long standing members, ancillary payments were made by the Friends of Mutake School. This money was money that was in place from the set up of the charity but it demonstrated the need for emergency funds to be in place in order for the charities public benefit rationale.
Amount of reserves held	Para a 1.2 2	£5,000.00
Reasons for holding zero reserves	Para a 1.2 2	
Details of fund materially in deficit	Para a 1.2 4	
Explanation of any uncertainties about the charity continuing as a going concern	Para a 1.2 3	

### **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	The principal source of funds for the charity at the present time is the sponsorship of students. The trustees are engaging in the development of the funds through a variety of sources to fund the buildings and will continue to work with partners to identify a suitable funding stream.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable
A description of the principal risks facing the charity	Para 1.46	Continued Covid-19 problems and the associated health impacts on staff. Increased staff costs as well as Personal Protective Equipment. Following the UK Overseas aid budget reduction, some sources of funding may not be available to the charity.

Other		
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## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	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	Yolanda Richards - Chair and lead trustee will formally invite a trustee to the board.

### 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	Overseas safeguarding including financial risks of holding money in Zimbabwe.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>Yolanda Christine Richards - Lead trustee and Chair, Paul Anton Volker - Secretary, Andrew Paul McCormick - Treasurer</b>
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Friends of Mutake School
Other name the charity uses	
Registered charity number	1188497



Charity's principal address	Jubilee House, North Yorkshire, DL116JG

## 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	Yolanda Christine Richards	Chair		
2	Paul Anton Volker	Secretary		
3	Andrew Paul McCormick	Treasurer		
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## Corporate trustees - names of the directors at the date the report was approved

Director name		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	


## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

**Not Applicable**

## Other optional information

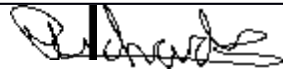
**Not applicable**

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Yolanda Christine Richards

Position (eg  
Secretary, Chair, etc)

Chair

Date

23/06/2021



		in	out	
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