



Trustees' Annual Report for the period

From	Period start date			3	Period end date		
	01	06	2020		31	MAY	2021

Section A Reference and administration details

Charity name	CONGOLESE DEVELOPMENT PROJECT
Other names charity is known by	CDP
Registered charity number (if any)	1189677
Charity's principal address	34A ORCHARD STREET SWANSEA Postcode SA1 5AW

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	KOKISA BUKA			
2	THEODORE TOKO MANZAMBI			
3	BOLAMU BASIKI OTIS JEAN PAUL			
4	THIERRY KONDE			

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

KOKISA BUKA

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONSTITUTION
How the charity is constituted (eg. trust, association, company)	COMPANY
Trustee selection methods (eg. appointed by, elected by)	APPOINTED

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.

Section C

Objectives and activities

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

To promote social inclusion for the public benefit by working with people in Swansea and its surrounding areas who are socially excluded on the grounds of their ethnic origin, religion, belief or creed (in particular members of the Congolese community) to relieve the needs of such people and assist them to integrate into society, in particular by: 1. providing a local network group that encourages and enables members of the Congolese community to participate more effectively with the wider community; 2. Increasing, or co-ordinating, opportunities for members of the Congolese community to engage with service providers, to enable those providers to adapt services to better meet the needs of that community.” • “The promotion of social inclusion for the public benefit among people from the Congolese Community who are refugees and asylum seekers who are socially excluded on the grounds of their social and economic position, by providing: 1. Education and training in the English language and in vocational skills; 2. Social and recreational facilities and events involving the local community

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)

To promote social inclusion for the public benefit by working with people in Swansea and its surrounding areas who are socially excluded on the grounds of their ethnic origin, religion, belief or creed (in particular members of the Congolese community) to relieve the needs of such people and assist them to integrate into society, in particular by:

1. providing a local network group that encourages and enables members of the Congolese community to participate more effectively with the wider community.
2. Increasing, or co-ordinating, opportunities for members of the Congolese community to engage with service providers, to enable those providers to adapt services to better meet the needs of that community.” •

“The promotion of social inclusion for the public benefit among people from the Congolese Community who are refugees and asylum seekers who are socially excluded on the grounds of their social and economic position, by providing:

1. Education and training in the English language and in vocational skills;
2. Social and recreational facilities and events involving the local community

Additional details of objectives and activities (Optional information)

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

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

EQUAL OPPORTUNITIES POLICIES
SUSTAINABILITY AND ENVIRONMENTAL POLICY
VOLUNTEERS POLICY
SAFEGUARDING CHILD AND ADULT POLICY
POVA POLICY OF PROTECTION CHILDREN
WELSH LANGUAGES POLICY
FINANCIAL PROCEDURES POLICY
IT EQUIPMENT POLICY
RISK ASSESSMENT POLICY
HEALTH AND SAFETY POLICY
SAFEGUARDING ADULT AND VULNERABLE PEOPLE POLICY

Summary of the main achievements of the charity during the year

Final Grant Report from 01/12/2019 to 30/05/2021

I.

Funders: National Lottery Community Fund/ Award for All

Project: Health Support for Elder People

Period: 20/12/2019

Amount: £ 9,842.00

Outcomes

The project had positive outcomes and went successfully, it had also attracted many people than expected.

Participants were keen to learn and engaged well despite lockdown that occurred. We received positive feedback among participants and the awareness raised was beneficial and helped people to gain additional knowledge but also brought massive satisfaction among participants.

Pictures below:



II.

Funders: Comic Relief Community Fund/ Third sector support Wales

Project: A safe place to be

Period: 03/02/2020

Amount: £ 9,806.00

Outcomes

The aim of the project was increasing the confidence of the participants in an open dialogue about their experience of violence either at school, in public, online and at home but also being able to challenge all forms of violence against women and young girls.

In addition, contributing to making homes, schools, colleges, streets, supermarkets, playgrounds and public parks safer place for women and young girls.

From feedback collected, all the participants confirmed that they have learnt a lot and increased their knowledge on violence against women and how it is perpetrated. Also, how to handle when faced difficult situations but also organisations to contact for support such as Bawso, Race council cymru and EYST.



III.

Funders: Community Foundation Wales/ Tampon tax community fund

Project: Sewing Liputa Skills

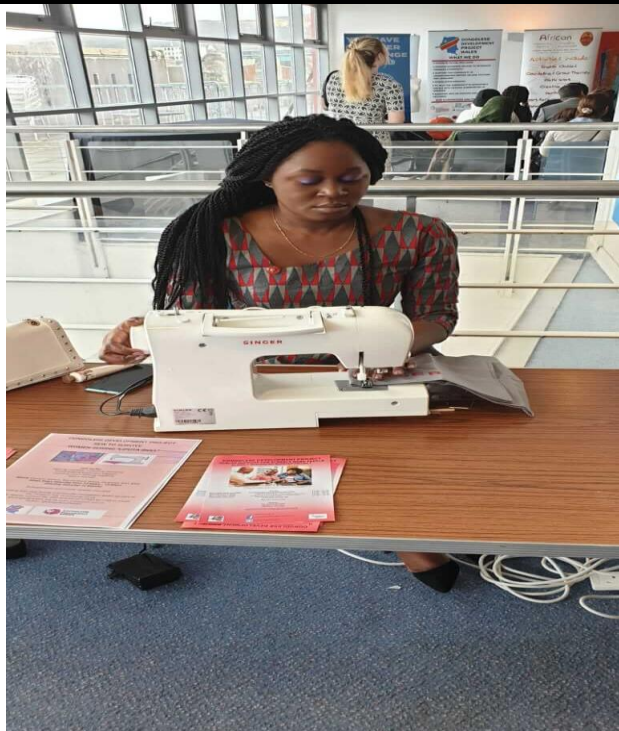
Period: 10/02/2020 & 20/10/2020

Amount: £ 9,003.00

Outcomes:

The project has had a great impact on some individuals who have the thoughts of joining a professional career in clothing designers. In addition, the project promoted group activities and encouraging community members to meet each other and build new relationships. Many of participants were helped in battling loneliness and building confidence. It also encouraged others to look out for other learning experiences.

Therefore, the project was extremely beneficial for clients who financially struggle as it showed them that style comes from creativity that can be achieved on a low budget.

**IV.**

Funders: Community Foundation Wales

Project: Corona Resilience Fund

Period: 29/01/2020

Amount: £ 2,000.00

Outcomes:

This project aimed in delivering food parcels, PPE equipment, arranged pick up and dropping prescriptions for vulnerable people while people were in high risk of being contaminated by the virus. The support provided had significant impact among our communities' members and communities' partners. We received positive feedback from people who have benefited from the project and shared their stories with our volunteers and lots of message of thanks with feedback forms were collected.

V.

Funders: National Lottery Community Fund/ Award for All

Project: Supporting Vulnerable People during Covid-19

Period: 28/05/2020

Amount: £10,000.00

Outcomes:

We aimed to deliver Food Parcels, PPE but also providing sanitisers to families, antibacterial cleaning, arranging pick up and

dropping prescriptions for vulnerable people.

This support reinforced the previous one by increasing the capacity and extending to families as people were anxious and scaring due to the uncertainty that we all were facing.

Similarly, to the previous one, positive feedback was collected and beneficiaries were happy on seeing the way they could smile again and how they regained hope.



VI

Funders: WCVA/Voluntary Services Emergency Fund

Project:

Period:01/06/2020 to 30/05/2021

Amount: £49,156.12

We provided food parcels to families financially struggling during the pandemic of Covid-19. Some of the beneficiaries that we served are Asylum seekers and community members who were recently laid off their jobs due to the negative impact of the pandemic on their employers.

The grant enabled us to also provide timely updated information to our beneficiaries on Government guidelines contributing towards in preventing the spread of Covid 19.

Our key success stories were the improved mental health of our beneficiaries who were anxious on how they would feed their families and the support we gave to families to pick and drop of prescriptions helped to reduce the risk of covid 19 infection and by not spreading it.



VII.

Funders: SCVS ICF-Covid-19 Capital Grant

Project: Covid-19-Capital Grant

Period:10/2020

Amount: 2,420.98

Outcomes:

We received grant to purchasing capital equipment and went ahead to purchase Laptops, Microsoft office 365, wire USB mouse, Norton security, Tablets and Phones to help us reach vulnerable people in our communities and continue engaging with them.

We used the laptops to keep update with the Government's daily announcements on COVID- 19 and also to get information from public health Wales on the regular update of information to relay to our members especially those who were shielding and afraid to go out.

VIII

Funders: CFW/Recovery Fund

Project: A Rise and Safe

Period: 21/10/2020

Amount: £ 5,000

Outcomes:

We spent money to pay for a sessional worker to coordinate the project and volunteers and ensure that volunteers continued to support vulnerable members from communities. This include older people and people with health limiting conditions who were following government advice and shielding. We paid volunteers travel cost to enable them pick and drop prescriptions, PPE, Food parcels and Top up phone.

IX.

Funders: Austin Bailey Foundation

Project:

Period: 15/12/2020

Amount: £ 1,000

Outcomes:

This award was given to the Congolese Development Project by Austin Bailey Foundation to existent gap on their exciting project of distributing food and basic essentials to 60-70 families they have started in Swansea.

This was because of the continuous ongoing financial hardship that families were facing and finding it exceedingly difficult to afford basic needs as a consequence of Covid-19. So the award contributed to easing some of their expenses and giving them some smile during those difficult times.

X.

Funders: NPTCVS Bame Mental Health

Project:

Period: 10/01/2021

Amount: £ 9303

Outcomes:

We raised the profile of Mental Health Awareness amongst BAME Community members through our series of sessions delivered by Mental Health Professionals.

We also raised the profile of Suicide Awareness by ensuring that the stigma was challenged and our community members can seek help when they are having suicidal thoughts.

Positive feedbacks were received from participants on improved mental health during lockdown.

Additionally, we helped people in reducing the needs for NHS care as first responders because we built a trusted network where community members can get support and referral system was improved for those who need immediate help or professional counselling.



XI.

Funders: SVCS/Comic Relief VSEF

Project:

Period: 29/12/2020

Amount: £ 2000

Outcomes:

We provided support to some of our community members experiencing anxiety and mental health problems which have been increased by the impact of COVID 19. Our volunteers have been in constant communication with 19 persons, offering support by listening to them, reassuring them of what is happening and providing regular information on how and from where they can get additional support if they felt lonely, or needed someone to talk to.

We have run a total of 8 talks and sessions on mental health looking at triggers, symptoms, how to control those triggers, causes of anxiety that can lead to mental health and what to do, mental health and diets. We have had specialists, a retired nurse from singleton hospital, a doctor and a mental health therapist delivering these sessions to 55 people.

XII.

Funders: WCVA/ RECOVERY FUND

Project:

Period: 12/2020

Amount: £ 35,043.00

Outcomes:

The project had improved the knowledge of our volunteers and staff who provide support to beneficiaries on their daily basis and being able to advice accordingly from an informed perspective.

-Knowledge to continue providing a vital support, reassurance to our beneficiaries

-Help us developing a library of knowledge both hard copy library materials and soft for continuous references.

-Building our capacity to offer a better and improved services, advice services.

-Measurement and sustainability

We designed and used questionnaire to collect data at the beginning of the project from staff, volunteers and beneficiaries and all trainers to help us improving services for the future;

XIII.

Funders: Swansea Council Food Poverty

Project:

Period: 08/01/2021-10/02/2021

Amount: £ 2,500.00

Outcomes:

The grant enabled us to continue providing food parcels to 80 families, delivered PPE (Hand sanitisers, anti-bacterial cleaning products and masks for 400 individuals. We have continuously provided food parcels to families struggling financially during the Covid 19 Pandemic.

This pandemic has had negative impact in the life of our beneficiaries and Asylum seekers who are in no recourse to public funds "NRPF" and community members who lost their jobs and are in research of new opportunities.

We continued to raise awareness on updating our beneficiaries with information on Government guidelines contributing towards preventing the spread of Covid 19.

XIV.

Funders: Garfield Foundation

Project:

Period: 02/02/2021

Amount: £ 5,000.00

Outcomes:

Working in partnership with professionals to deliver awareness sessions on other health topics such as stroke, diabetes, cardiovascular ailment, hypertension and their causes which are common among BAME and which are risk factors to contracting COVID 19.

Things that beneficiaries should do to prevent risk factors and how to manage any associated factors that could increase their risk to not only COVID 19 but other ailments and improving their wellbeing.

XV.

Funders: SCVS / VSEF Small Grants

Project:

Period: 18/03/2021

Amount: £ 2,000.00

This project had contributed to make the organisation prepared and ready to support older people remotely by using equipment that should be used by volunteers.

The project had also supported volunteers to carry on with advocacy work they were doing and emotional support of our vulnerable people, including families extremely affected by Covid-19.

This fund was needed to support the change of service delivery by purchasing some IT equipment (laptops and tablets) for volunteers and later for project participants so they can use them on Zoom or other online meeting.

We also wanted to buy 2 thermometers for staff and volunteers to get their temperature tested before getting in the office for a mutual protection of spreading the virus.

Some of the funding were also used to support volunteers who are doing extraordinary work during this uncertainty time for their travel costs.





Section E

Financial review

Brief statement of the charity's policy on reserves

The financial statements of the charitable company, Congolese Development Project, 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. The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern

Details of any funds materially in deficit

Not Applicable

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.

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) Kokisa buka

Full name(s) KOKISA BUKA

Position (eg Secretary, Chair, etc)	CHAIR	
Date	01 /12 /2021	

**CONGOLESE DEVELOPMENT PROJECT
INCOME AND EXPENSES
FOR THE YEAR ENDED 31st May 2021**

INCOME	YEAR END 2020	YEAR END 2021
SWANSEA WELSH CHURCH	£ 1,000.00	£ -
UTWSD	£ 50.00	£ -
FRANKLIN TRUST	£ 1,000.00	£ -
NATIONL LOTTERY	£ 9,842.00	£ -
COMIC RELIEF	£ 9,806.00	£ -
CFW TAMPON TAX	£ 4,500.00	£ -
CFW COVID 19 AID	£ 2,000.00	£ -
NATIONAL LOTTERY	£ 10,000.00	£ -
Other Income	£ 1,279.99	£ -
WCVA VSEF	£ -	£ 49,156.12
RCC Donation	£ -	£ 100.00
R.C.C Windrush	£ -	£ 509.04
CFW TAMPON TAX	£ -	£ 4,503.00
SCVS CAPITAL GRANT	£ -	£ 2,420.98
WCVA RECOVERY	£ -	£ 35,043.41
CFW RECOVERY	£ -	£ 5,000.00
AUSTIN BAILEY FOUNDATION	£ -	£ 1,000.00
SCVS/VSEF	£ -	£ 2,000.00
NPTCVS GRANT	£ -	£ 9,303.00
SWANSEA COUNCIL FOOD POVERTY FUND	£ -	£ 5,000.00
GARFIELD	£ -	£ 5,000.00
SCVS VSEF	£ -	£ 2,000.00
TOTAL INCOME	£ 39,477.99	£ 121,035.55
TOTAL EXPENSES		
COMMUNICATIONS	£ 347.00	£ 1,295.17
HMRC PAYMENTS	£ -	£ 4,357.64
OFFICE EXPENSES	£ 1,375.15	£ 3,532.22
OTHER PROJECT EXPENSES	£ -	£ 116.08
POSTAGE & STATIONERY	£ 468.91	£ 661.50
PROJECT EXPENSES	£ 16,281.38	£ 73,406.37
VOLUNTEERS EXPENSES	£ 3,898.26	£ 17,638.35
WAGES AND SALARIES	£ -	£ 16,633.83
WEBSITE EXPENSES	£ 150.00	£ 767.00
INSURANCE	£ 490.45	£ 490.45
ADMINISTRATION	£ 135.45	
RENT & RATES	£ 1,440.00	£ 1,440.00
TOTAL EXPENSES	£ 24,586.60	£ 120,338.61
NET INCOME	£ 14,891.39	£ 696.94

87
147

ACCOUNTING PRINCIPLES

Basis of Preparation and Assessment of Going Concern

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.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

Income is recognized when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Government and other grants in relation to tangible fixed asset are credited to profit and loss account over the useful lives of the related assets, whereas those in relation to expenditure are credited when the expenditure is charged to profit and loss.

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Company status

Legal status of the charity

Functional and Presentational currency


The functional and presentational currency is £ sterling.

The Trustees acknowledge their responsibility for

1. Ensuring the company keeps accounting records
2. Preparing accounts which give a true and fair view of the state of affairs of the charity at the end of the financial year, and of its profit or loss for the financial year.
3. These accounts have been prepared in accordance with the provisions applicable to charities

Approved by the board of Trustees on the 31st of May 2021 and were signed on its behalf by

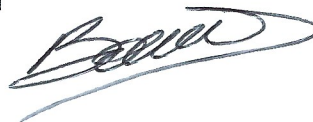
Theodore Toko Manzambi



Treasurer

CONGOLESE DEVELOPMENT PROJECT
34a Orchard Street
Swansea
SA1 5AW

Kokisa Buka



Chair



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Congolesse Development Project

On accounts for the year
ended

30/05/2021

Charity no
(if any)

1189677

Set out on pages

2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 / 05 / 2021

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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: Oyekoya

Date: 02/03/2022

Name: OYEKOYA OLUWAFEMI

Relevant professional
qualification(s) or body

CIPFA

(if any):

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Address:

19 HIGH STREET SA1 1LF

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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