



Trustees' Annual Report for the period

From 03/11/2020 Period start date To 31/03/2021 Period end date

Charity name: Action Guinea Bissau

Charity registration number: 1189956

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	THE PREVENTION OR RELIEF OF POVERTY IN GUINEA-BISSAU BY PROVIDING: GRANTS, ITEMS AND SERVICES TO INDIVIDUALS IN NEED AND/OR CHARITIES, OR OTHER ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY. IN ADDITION, THIS CAN BE, BUT IS NOT LIMITED TO 1. THE ADVANCEMENT OF EDUCATION 3. THE ADVANCEMENT OF HEALTH 4. THE ADVANCEMENT OF ENVIRONMENTAL PROTECTION OR IMPROVEMENT 5. DEVELOPING EDUCATIONAL PROGRAMMES FOR SCHOOLS
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	As detailed (with photographic evidence) on our AGB website: https://www.actionguineabissau.org.uk/project-gallery the main projects in this tax year have been: <ul style="list-style-type: none">- microcredit loans to women (Nov 2020)- re-building wells and toilets (from Nov 2020 to Mar 2021)- scholarships for women to study at university (Dec 2020 / Jan 2021)- fencing and well building to help with agriculture (Dec 2020)- planting fruit trees in Bissau (Jan 2021)- port clean-up in Bissau (Feb 2021)- buying agricultural tools (Nov 2020)- buying rice (Nov 2020)
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had read and followed the Charity Commission's guidance on public benefit.
Contribution made by volunteers	Para 1.38	All our AGB projects are conducted by volunteers. The trustees are working voluntarily, as are the managers in Bissau. We also worked with the group of 8 environmental managers, COTEDAE, for the

		tree-planting (Dec 2020) and port clean-up projects. They also worked voluntarily.
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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	<p>AGB Projects 2020-21:</p> <p>The well repairs and toilet repairs in the area of Catio have made a big difference to the lives of many families and communities. This has affected their quality of water, health, hygiene and privacy, as the wells and toilets had little structure beyond mud and holes beforehand due to many rainy seasons.</p> <p>The scholarships and microcredit projects for women have been a big benefit to the women concerned. The women with microcredit projects have learned how to manage their money, contribute to their household expenses and provide food for their children. The scholarship women will be able to provide in future for their families.</p> <p>The port clean-up and tree-planting have brought great environmental benefit, including cleaner air and water, organisation of effective rubbish collection, and healthy fruits in the future for families.</p> <p>More basic needs have also been provided for with the projects to buy agricultural tools and large sacks of rice.</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of March 2021, AGB was in a very healthy financial position, with a total of £10,841 received, and £10,306 sent to Guinea Bissau for projects, leaving a balance of £535. Trustees withdraw and send money to our managers in Bissau as soon as projects are approved, to make use of the money as soon as possible. There were several more fundraising events planned to bring in further income for the following year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Trustees agreed to not keep any reserves as the money is of more use on projects. Trustees agreed that it would be wise to keep reserves of £2000 for future years of scholarships as soon as this can be afforded.
Amount of reserves held	Para 1.22	Zero
Reasons for holding zero reserves	Para 1.22	Trustees agreed this is unnecessary for year 1, but will review this decision later in 2021.
Details of fund materially in deficit	Para 1.24	No deficit
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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	<p>AGB has raised money from fundraisers, as detailed on our webpage: https://www.actionguineabissau.org.uk/fundraisers a half marathon by 2 trustees, and a birthday fundraiser.</p> <p>There have been one-off donations for specific projects (eg, Rampage studio for sponsorship projects; and Andrew Blakey / Linda Ruas for the fencing and well project) and from other fundraising (eg. sale of computers).</p> <p>There are some regular monthly donations, paid directly (Linda Ruas) and via Paypal.</p>
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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 – Charitable Incorporated Organisation
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	Original 3 trustees formed the charity in 2020. No further trustees selected so far.

Reference and Administrative details

Charity name	Action Guinea Bissau
Other name the charity uses	AGB
Registered charity number	1189956
Charity's principal address	15b Luttrell Avenue, London, SW15 6PD

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	Matthew Palmer	trustee		
2	Linda Ruas	trustee		
3	Michelle Ruas	trustee		
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Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Zero
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Zero
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Zero

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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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)	Matthew David Palmer	
Position (eg Secretary, Chair, etc)	Trustee	
Date	30/01/2022	

ACTION GUINEA BISSAU

Charity registration no. 1189956

FINANCIAL STATEMENTS

FOR THE 9 MONTH PERIOD 15 JUNE 2020 TO 31 MARCH 2021

ACTION GUINEA BISSAU

CHARITY INFORMATION

Trustees	Michelle Helena Ruas Linda Jane Ruas Matthew David Palmer	(Appointed 26 May 2020) (Appointed 26 May 2020) (Appointed 26 May 2020)
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Incorporation date	CIO registration from 15 June 2020
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Charity registration no.	1189956
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Registered office	15B LUTTRELL AVENUE LONDON SW15 6PD Recognised by HMRC for gift aid
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Auditors	None
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Charitable object	
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THE PREVENTION OR RELIEF OF POVERTY OR FINANCIAL HARDSHIP IN GUINEA BISSAU BY PROVIDING OR ASSISTING IN THE PROVISION OF EDUCATION, TRAINING, HEALTHCARE PROJECTS AND ALL THE NECESSARY SUPPORT DESIGNED TO ENABLE INDIVIDUALS TO GENERATE A SUSTAINABLE INCOME AND BE SELF-SUFFICIENT.

ACTION GUINEA BISSAU

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The trustees present their report and financial statements for the period ended 31 March 2021.

Principal activities

The principal activity of the charity is providing grants for prevention or relief of poverty in Guinea Bissau.

Purposes of the charity as set out in its governing document: THE PREVENTION OR RELIEF OF POVERTY IN GUINEA-BISSAU BY PROVIDING: GRANTS, ITEMS AND SERVICES TO INDIVIDUALS IN NEED AND/OR CHARITIES, OR OTHER ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY.

IN ADDITION, THIS CAN BE, BUT IS NOT LIMITED TO: The advancement of education, the advancement of health, the advancement of environmental protection / improvement, developing educational programmes for schools

Summary of the main activities (as detailed with photographic evidence on our AGB website: <https://www.actionguineabissau.org.uk/project-gallery>:

Main projects for this tax year have been: - microcredit loans to women (Nov 2020), re-building wells and toilets (Nov 2020 - Mar 2021), scholarships for women to study at university (Dec 2020/Jan2021), fending and well building to help with agriculture (Dec 2020), planting fruit trees in Bissau (Jan 2021), port clean-up in Bissau (Feb 2021), buying agricultural tools (Nov 2020), buying rice (Nov 2020)

Contribution made by volunteers:

All our AGB projects (except construction eg. well / toilet repair, where we pay local rates) are conducted by volunteers. The trustees are working voluntarily, as are the managers in Bissau. We also worked with the group of 8 environmental managers, COTEDAE, for the tree-planting (Dec 2020) and port clean-up projects. They also worked voluntarily.

Summary of main achievements, identifying the difference the charity's work has made to the circumstances of its beneficiaries and society:

The well repairs and toilet repairs in the area of Catio have made a big difference to the lives of many families and communities. This has affected their quality of water, health, hygiene and privacy, as the wells and toilets had little structure beyond mud and holes beforehand due to many rainy seasons.

The scholarships and microcredit projects for women have been a big benefit to the women concerned. The women with microcredit projects have learned how to manage their money, contribute to their household expenses and provide food for their children. The scholarship women will be able to provide in future for their families.

The port clean-up and tree-planting have brought great environmental benefit, including cleaner air and water, organisation of effective rubbish collection, and healthy fruits in the future for families.

More basic needs have also been provided for with the projects to buy agricultural tools and large sacks of rice.

Financial review

At the end of March 2021, AGB was in a very healthy financial position, with a total of £10,841 received, and £10,306 sent to Guinea Bissau for projects, leaving a balance of £535. Trustees withdraw and send money to our managers in Bissau as soon as projects are approved, to make use of the money as soon as possible. There were several more fundraising events planned to bring in further income for the following year.

Trustees agreed to not keep any reserves as the money is of more use on projects. Trustees agreed that it would be wise to keep reserves of £2000 for future years of scholarships as soon as this can be afforded.

Zero reserves held. Trustees agreed this is unnecessary for year 1, but will review this decision later in 2021. No deficit.

Charity's principal sources of funds:

AGB has raised money from fundraisers, as detailed on our webpage:

<https://www.actionguineabissau.org.uk/fundraisers> a half marathon by 2 trustees, and a birthday fundraiser.

There have been one-off donations for specific projects (eg, Rampage studio for sponsorship projects; and Andrew Blakey / Linda Ruas for the fencing and well project) and from other fundraising (eg. sale of computers).

There are some regular monthly donations, paid directly (Linda Ruas) and via Paypal.

Structure, Governance and Management:

Governing document is a Constitution

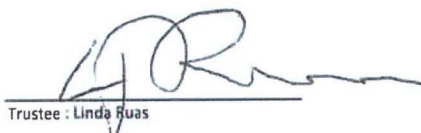
The charity is a CIO – Charitable Incorporated Organisation

The original 3 trustees formed the charity in 2020. No further trustees selected so far.

Approved by the trustees on 27th January 2022 :



Trustee: Matthew Palmer



Trustee : Linda Ruas



Trustee: Michelle Ruas

ACTION GUINEA BISSAU

Charity registration no. 1189956

STATEMENT OF FINANCIAL ACTIVITIES**FOR THE 9 MONTH PERIOD ENDED 31 MARCH 2021**

	9 months ended 2021 (£)
<u>Incoming resources</u>	£ 10,841.26
Donations received	£ 6,513.25
Just Giving Fundraising events	£ 4,328.01
Gift aid claims	£ -
<u>Resources expended</u>	£ 10,306.00
Cost of generating funds	£ 160.00
Fees	£ 120.00
Governance costs	£ -
Charitable activities :	£ 10,026.00
- Education	£ 1,965.00
- Construction	£ 4,206.00
- Food/Medical	£ 300.00
- Environmental	£ 2,455.00
- Micro-Credit loans	£ 1,100.00
Net (outgoing) / incoming resources	£ 535.26

ACTION GUINEA BISSAU

Charity registration no. 1189956

BALANCE SHEET**AS AT 31 MARCH 2021**

	Notes	2021 (£)
ASSETS		
Fixed assets	£	-
Cash at bank and in hand	£	535.26
Investments	£	-
TOTAL ASSETS	£	<u>535.26</u>
LIABILITIES		
Creditors amounts falling due within one year	£	-
TOTAL LIABILITIES	£	<u>535.26</u>
NET ASSETS / (LIABILITIES)	£	<u><u>535.26</u></u>
CHARITY FUNDS		
Restricted income funds	£	-
Unrestricted income funds	£	535.26
TOTAL CHARITY FUNDS	£	<u><u>535.26</u></u>

ACTION GUINEA BISSAU

NOTES TO THE ACCOUNTS

FOR THE 9 MONTH PERIOD 15 JUNE 2020 TO 31 MARCH 2021

1 Accounting policies

All funds are paid into the bank account.

To send money for projects in Guinea Bissau, Matthew Palmer and Linda Ruas withdraw the agreed funds to their bank accounts, to transfer via Western Union or Ria.