



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **01/04/2023** Period start date To **31/03/2024** Period end date

Charity name: **HAND UP MALAWI**

Charity registration number: **1196912**

## 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 the advancement of education of pre-school children in the village of in Balamanja, Malawi, by supporting and developing the preschool and providing educational goods, equipment, materials and staffing.
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	<p>The charity has continued to provide regular payments via Western Union to the lead teacher responsible for the day to day running of the preschool we support. This monthly payment has covered the cost of her own wages, and that of another teacher, in addition to the basic provisions of maize, sugar and soap etc. for the feeding programme the teachers provide for the children in attendance, five days per week during term time.</p> <p>The charity raised money through Campaigns and community fundraisers (spanning the previous and current financial period) which provided funds for the structural renovation of the preschool building (to ensure safety and improve the learning environment), and the installation of security (locks and door protectors) to prevent theft of materials kept inside.</p> <p>The campaign funds were also used to purchase toys/materials in the UK, then used to pay for courier services to deliver them to the preschool.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have reviewed and acted in accordance with the guidance issued by the charity commission 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	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

**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>Since the charity became operational, the regular payments made have been sufficient to feed approximately 80-100 children 5 days per week during term-time, and they have provided personal income for two preschool teachers to support themselves and their families.</p> <p>By providing regular income to the teachers, they have been able to commit their time to educating the young children and to help meet their developmental needs preparing them for going to school in the future.</p> <p>By funding the structural maintenance of the preschool building (Fully completed in Nov 2023), we have been able to ensure the building is safe to use and secure enough to protect vital learning resources from potential theft. The refurbishment has created a space conducive to learning with improved lighting conditions, and illustrations on the wall serve as visual tools for interactive learning.</p> <p>Once the renovations were complete, a shipment of resources was made to the preschool, containing goods that had been purchased or donated over the preceding year. These contained toys and learning</p>

		provisions for the children which can be shared and re-used. We predict that with better resources, the children will have a better chance to have their multifaceted developmental needs met, and therefore be better prepared to learn when graduating to primary education.
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**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	In a positive balance of £867 at the end of the financial period. We held this balance after having a successful fundraiser which exceeded the targets required to meet the needs of the renovations and intended provisions. In view of potential uncertainty with intended future changes/expansion of the charity's scope, we have accepted a higher reserve to have greater potential for freedom and flexibility over our next actions.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Accounting for future budgets and future projects/spending plans that cannot be met from the income of a single year, and uncertainties we may face in the future, we acknowledge the need to hold some reserves to meet an unexpected call on funds or opportunities that may present themselves.  We use the above process to identify why reserves might need to be held and to decide the amount of reserves needed to operate effectively, according to the financial and operational status of the charity.
Amount of reserves held	Para 1.22	<b>£867</b>
Reasons for holding zero reserves	Para 1.22	<b>NA</b>
Details of fund materially in deficit	Para 1.24	<b>NA</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>NA</b>

### 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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	

Other		

## Structure, Governance and Management

Description of charity's trusts:		N/A
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	Unanimous agreement amongst existing trustees

### 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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	HAND UP MALAWI
Other name the charity uses	
Registered charity number	1196912
Charity's principal address	6 MARLPIT ROAD, SHARPTHORNE, WEST SUSSEX, RH19 4PD

### 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	Chloe Rutherford			
	2	Veronica Barratt		27.10.2022 - 02.10.2023	
	3	Florence Chibowa		24.02.2023 - 02.10.2023	
	4	Damian Croker		02.10.2023 - present	
	5	Camden Kazunguza		03.06.2024- present	
	6	Justin Malawezi		29.02.2023- present	
	7				
	8				
	9				
	10				
	11				
	12				
	13				
	14				
	15				
	16				
	17				
	18				
	19				
	20				

### Corporate trustees – names of the directors at the date the report was approved

Director name	Damien Croker	CEO

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

Trustee name	Dates acted if not for whole year	
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## Funds held as custodian trustees on behalf of others

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

### 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

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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)

Chloe Rutherford

Position (eg Secretary,  
Chair, etc)

Secretary

Date

27/1/25



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Hand Up Malawi

1196912

## Receipts and payments accounts

CC16a

For the period  
from

1/4/2023

To

31-3-2024

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donated funds Via Enthuse Platform	1,419	-	-	1,419	-
Donated funds Via Justgiving Platform	1,632	-	-	1,632	-
Donated funds via Bank transfer	290	-	-	290	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>3,341</b>	<b>-</b>	<b>-</b>	<b>3,341</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>3,341</b>	<b>-</b>	<b>-</b>	<b>3,341</b>	<b>-</b>
<b>A3 Payments</b>					
Grants paid to beneficiaries	1,779	-	-	1,779	-
Purchased goods for beneficiaries	100	-	-	100	-
International courier service	8	-	-	8	-
Web services (ionos/Wix)	153	-	-	153	-
Donation platform fees	503	-	-	503	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>2,543</b>	<b>-</b>	<b>-</b>	<b>2,543</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>2,543</b>	<b>-</b>	<b>-</b>	<b>2,543</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>798</b>	<b>-</b>	<b>-</b>	<b>798</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>69</b>	<b>-</b>	<b>-</b>	<b>69</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>867</b>	<b>-</b>	<b>-</b>	<b>867</b>	<b>-</b>

## 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 £
<b>B1 Cash funds</b>		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>867</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
		Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	