

Atito Development Foundation

(A Charitable Incorporated Organisation)

Annual Report and Financial Statements for the year ended 31 December 2023

Charity Number: 1197737

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Atito Development Foundation
Trustees' Annual Report for the year ended 31 December 2023

The Trustees of the Charity present their Annual Report and Accounts for the year ended 31 December 2023.

1. Reference and Administrative Details

Name of Charity: Atito Development Foundation

Charity Registration Number: 1197737
Operational Office: 19 Hamilton Way
Wallington
SM6 9NJ

Bankers: Unity Trust Bank
4 Brindley Place
Birmingham
B1 2JB

Reporting Accountants Samuel Associates
36 Charcroft Gardens
Enfield
Middlesex EN3 7HA

The Trustees who served during the year to the date of this report are:

Name	Date appointed	Position
Kofi George Agbolegbe	17 May 2021	Chair
Kwame Godwin Fumey	17 May 2021	
Mathew Dotse Kwadzo Agbolegbe	17 May 2021	

Trustees' Annual Report for the year ended 31 December 2022

2. Structure, Governance and Management

Governing Document

Atito Development Foundation is a Charitable Incorporated Organisation (CIO), Foundation model. The liability of each member is nil. The trustees are the main members of the foundation. The foundation was formed in May 2021 and registered as a charity on 1st February 2022.

Appointment and induction of Trustees

The serving trustees are the first members of the charity, and in due course more trustees would be recruited to bring in much needed experience on

Organisational Structure

Atito Development Foundation is governed by its Board of Trustees, also known as the Executive or Management Committee, which is responsible for setting the strategic direction and policies of the charity. The Executive Committee carries the ultimate responsibility for the conduct of the charity and for ensuring that it satisfies its legal and contractual obligations. Trustees meet as and when required.

Major risks

The Trustees recognise that any major risks to which the charity is exposed need to be reviewed and systems put in place to mitigate them. To that end, the charity is continually monitoring and managing its risk and ensuring action plans are in place to mitigate its key risks.

Included in the external risks is that of a loss or lack of funding. At present, the main sources of funding are voluntary donations by the general public including the trustees and other voluntary organisations. The charity continues to seek to diversify its funding sources and would apply to charitable trusts and statutory funders. Internal risks are minimised by the implementation of procedures for the authorisation of all transactions and projects and by ensuring a consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

3. Objectives and Activities

Objects

The objects of the charity as stated in its Articles of Association are:

3.1

The promotion of health and well-being by providing health screening sessions, health awareness seminars and workshops and keep-fit clubs for the benefit of the public in general and in particular for the inhabitants of Atito and surrounding villages in the Volta Region of Ghana.

3.2

The prevention or relief of poverty by providing skill-based training initiatives in local arts and craft clubs, seminars and practical workshops and apprentice schemes with the emphasis on the acquisition of demonstrable skills for the youth of Atito and surrounding villages in the Volta Region of Ghana.

3.3

The promotion and advancement of education through provision of after-school and week-end homework clubs, refurbishing and equipping of libraries and computer learning centres for the general public benefit of the people of Atito and surrounding villages in the Volta Region of

Trustees' Annual Report for the year ended 31 December 2023

4. Achievements and Performance

Atito Development Foundation is a registered charity dedicated to promote health, enhance education and alleviate hardship amongst the people of Atito and its surrounding neighbourhood towns within the Anlo District Assembly of the Volta Region of Ghana.

Activities

The key activities which were held in Atito and its surrounding neighbourhoods by ADF Charity include the following:

1. Health promotion: Organized two health promotion seminars and discussion sessions in February and October. Attendance of each session was 65 and 82 people respectively. Topics included: diabetes awareness, hypertension, management of undue stress, anxiety and other mental health difficulties and childcare measures, highlighting the adverse health consequences of immoderate consumption of alcohol and other mood changing substances such cannabis, cocaine or other illicit drugs. The essence of the sessions was to inform and guide the participants to recognise the signs and symptoms and be able to manage these conditions through diet, regular exercise and how to maintain healthy leaving lifestyles. We emphasised seeking and utilising medical interventions as well as adhering to prescribed medications.

2. Alleviation of hardship: The charity hosted a Christmas party for the whole Township of 600 people including the primary school pupils. Each household was presented with a food parcel in recognition of the devastation of flooding the community had suffered in October 2023.

3. Enhance education: The charity continues its construction work on the refurbishment of the Primary School's Library, Computer Centre, the Science Lab and school's canteen. The Primary School was presented a new Broadband Router and a monthly subscription of data to aid in learning. The charity also provided free sanitary pads to ensure dignified menstruation for all and address the financial and social barriers, ultimately reducing absenteeism in school.

Conversation with the pupils was about their well-being, judicious consumption of sweet drinks, adherence to a balanced diet and avoiding the use of alcohol or other mood changing drugs. There was a segment on volunteering and the value of helping and supporting the elderly within the community.

4. Fund Raising

Throughout the period under review, the charity has been actively engaged in fund raising initiatives from among friends, supporters as well as well wishers of ADF in Ghana, the UK and across the USA including other parts of the world where citizens are domiciled such as Canada, Spain and Germany.

Achievements and Impact

1. Increase from 4.2% to 65% pass rate in the 2023 Basic Education Certificate Examination (BECE).
2. 10 % completion of the refurbishment of the Primary School's Library, Computer Centre, the Science Lab and school's canteen.
3. Distribution of food parcels to support about 600 flood victims.

Future Plans

In the coming year, the charity plans to develop:

1. Skills training packages for young adults who aspire to work as: electricians, carpenters, plumbers, painters and decorating, motor mechanic and farmers
2. Refine our fundraising initiatives with the aim of greater penetration into the community of potential donors
3. Sharpen communication by engaging donors, beneficiaries and other stakeholders as well as the trustees through social media, events and focused emails. Ensure governance of the charity operates within our objects and published guidelines of the charity commission
4. Complete the construction of the library project and commence furnishing the constructed facility
5. ADF's mission remains making the difference to the community of Atito and its surrounding neighbourhood

Conclusion

6. We are proud of our achievement and grateful for the support of our donors, volunteers and partners.

Trustees' Annual Report for the year ended 31 December 2023

5. Financial Review

The income of the charity for the year was £5,231 (2022-£6,561) all of which were unrestricted donations from citizens of Atito in the diaspora and the general public and associations in the UK. A surplus of £111 was made in the year (2022-£5,001).

Reserves Policy

The trustees are required to ensure that free monies are available in each financial year to meet any reasonable unforeseeable contingency and cater for an unexpected fall in income.

In reviewing the potential costs that could arise should a significant reduction in income be suffered, the trustees have determined that 'free' reserves should be maintained equal to 12 months' normal total unrestricted operating expenditure (£5,120).

The 'free' cash reserves at 31st December amounted to £5,112. The trustees regard this as adequate so far for the year.

Signed:

Mr Kofi George Agbolegbe, JP

Kofiagbolegbe

Chair

24th October 2024

I report to the trustees on my examination of the accounts of the above charity for the year ended 31st December 2023.

Respective Responsibilities of Trustees and Examiner

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 Charity'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 did not exceed £250,000 and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

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.



Samuel K Tsipotey, FCCA

36 Charcroft Gardens
Enfield
Middlesex
EN3 7HA
24th October 2024

for the year ended 31 December 2023

		Unrestricted	2023	2022
	Notes	£	£	£
Incoming resources				
Donations		5,231	5,231	6,561
Total incoming resources		5,231	5,231	6,561
Resources expended				
Direct charitable expenditure	3	5,120	5,120	1,560
Total resources expended		5,120	5,120	1,560
Net movement in funds		111	111	5,001
Funds brought forward		5,001	5,001	-
Funds carried forward		5,112	5,112	5,001

Balance Sheet as at 31 December 2023

Current assets	2023	2022
	£	£
Cash at bank and in hand	5,112	5,001
Net assets	5,112	5,001
Financed by:		
Unrestricted reserves	5,112	5,001

The financial statements have been prepared in accordance with the special provisions relating the Statement of Recommended Practice: Accounting and Reporting by Charities issued in April 2013 and the Financial Reporting Standard for Smaller Entities (effective April 2008).

The Trustees are of the opinion that the company is entitled to the exemptions from audit conferred by

The Trustees acknowledge their responsibilities for:

- ensuring that the company keeps accounting records
- preparing accounts which give a true and fair view of the state of affairs of the company as at 31st December 2023 and of its results for the year then

The financial statements were approved by the Trustees on **24th October 2024** and were signed on their behalf by:

Signed:
Kofi George Agbolegbe, JP

Kofiagbolegbe

Chair

24th October 2024

Atito Development Foundation

Notes to the Financial Statements for the year ended 31 December 2023

1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

a) Basis of Preparation

The financial statements have been prepared under the historical cost and applicable accounting standards and the Statement of Recommended Practice (SORP): Accounting and Reporting by Charities, issued in April 2013

b) Charity Status

The Charity is a Charitable Incorporated Organisation (CIO). Members of the charity are the trustees who and are named on page 1. In the event of the Charity being wound up, the liability of members of the charity is nil.

c) Fund Accounting

Unrestricted Funds comprise accumulated surpluses and deficits on general funds that are available for use at the discretion of the Trustees in furtherance of the Charity's objects and that have not been designated for other purposes.

Restricted Funds are funds subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

d) Incoming Resources

Recognition of Incoming Resources

These are included in the Statement of Financial Activities when

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

e) Resources Expended

Recognition of Expenditure and Liabilities

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Expenditure is recognised on an accruals basis as a liability is incurred.

Notes to the Financial Statements for the year ended 31 December 2023

f) Costs of Charitable Activities

These comprise those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. They include both costs that can be directly allocated to the charity's activities and costs of an indirect nature necessary to support these activities.

g) Governance Costs

These are the costs associated with the governance arrangements of the charity. They include the costs of the preparation and examination of statutory accounts, trustees' meetings and the costs of training, and legal advice given to trustees on governance or constitutional matters.

All costs are charged to the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity (or project) are allocated directly; others are apportioned on an appropriate basis.

2. Donations and legacies

	Unrestricted	2023	2022
	£	£	£
General donations	5,231	5,231	6,561
	5,231	5,231	6,561

Notes to the Financial Statements for the year ended 31 December 2023

3. Direct charitable expenditure

		Unrestricted	2023	2022
		£	£	£
Library Refurbishment Project (Ghana)	Note 3(a)	3,529	3,529	1,170
Sanitary Pad Donation Project		400	400	200
Internet for Atito Basic School Project		150	150	80
Bank Charges		120	120	60
Flood Victim Donation		450	450	-
Administrative expenses	Note 3(b)	471	471	50
Operating Surplus		5,120	5,120	1,560

Note 3(a) Library refurbishment

	Unrestricted	2023	2022
	£	£	£
Building Materials	2,752	2,752	850
Transportation	102	102	45
Workmanship	675	675	275
	3,529	3,529	1,170

Note 3(b) Administrative expenses

	Unrestricted	2023	2022
	£	£	£
Stationery	85	85	10
Transportation	235	235	10
Internet cost/ Telephone	150	150	30
	470	470	50