

# **Atito Development Foundation**

**(A Charitable Incorporated Organisation)**

## **Annual Report and Financial Statements for the year ended 31 December 2024**

**Charity Number: 1197737**

**Atito Development Foundation  
(A Charitable Incorporated Organisation)**

**Annual Report and Financial Statements for the year ended 31 December 2024**

**Contents**

	<b>Page</b>
Trustees' Annual Report	1 - 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8-10

**Atito Development Foundation**  
**Trustees' Annual Report for the year ended 31 December 2024**

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: CAF Bank Limited  
25 Kings Hill Avenue  
  
Kings Hill, West Malling  
Kent ME19 4JQ

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	

## **Atito Development Foundation**

### **Trustees' Annual Report for the year ended 31 December 2024**

## **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 1<sup>st</sup> 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

#### **4. Achievements and Performance**

##### **Activities**

All the Charity's activities were held in Atito and its surrounding neighbourhoods. These include:

##### **1. Health promotion:**

Organized four health promotion seminars and discussion sessions in January, April, June and October. Attendance of each session was between 56 and 94 people respectively. The themes included: prevention of teenage pregnancy, diabetes awareness, management of undue stress, anxiety and other mental health difficulties and childcare measures, health damaging consequences of alcohol abuse and other mood changing substances such cannabis, cocaine or other illicit drugs.

The choice of topics was informed by feedback from the elders of the community including the youth association of the township.

Throughout each session, practical ways of utilising information and ideas were explored and where necessary role play and non invasive assessments such taking and recording blood pressures, deep breathing exercises including moderate isometric exercises were carried out.

The essence of these sessions was to inform and guide the participants to recognise the signs and symptoms and be able to manage these conditions through the various activities outlined and demonstrated in the sessions.

The facilitators stressed the importance of seeking and using medical interventions as well as adhering to prescribed medical treatments.

##### **2. Alleviation of hardship:**

The charity held *Community civic meetings*

Three sessions of community civic meetings were held in February, May and September.

Attendance ranged from 75 -110 people. Topics generated for each session stemmed from the groups and these included:

- help for those in the township struggling to feed their families,
- those who are showing overt anti-social behaviour patterns towards others and
- how best to manage and support such individuals and
- the increasing unemployment and homelessness amongst the youth.

Arising from these discussions the charity instituted once a week feeding programme with the focus on rough sleepers.

We noticed that other groups such as restaurants and street food sellers within the community had started, following our initiative, offering food to rough sleepers.

##### **3. Enhance education:**

The charity continues its building work on the refurbishment of the Atito Primary School's Library, Computer Centre, the Science Lab and school's canteen. We continue to provide and fund the Broadband Router facilities and provision of a monthly subscription for data to aid learning.

The charity continues to provide free sanitary pads to ensure the girls manage their menstrual experience in a dignified manner. The recipients of this service said the service helps them address the financial and social barriers menstruation occasions them and that the sanitary towel service ultimately helps them in improving their school attendance.

We continue to coach the pupils about their well-being, promote judicious consumption of sweet drinks, adherence to a balanced diet and avoiding the use of alcohol or other mood changing drugs. We continue to promote amongst the pupils volunteering and the value of helping and supporting the elderly and those less mobile within the community.

#### **4. Fund Raising**

Fund raising had been particularly difficult during the period under review. The International downturn in the economic circumstances of individuals and corporate organisations had affected our ability in maintaining a broad base of donors.

The charity continued to actively engage and promote giving initiatives from amongst friends, supporters as well as well-wishers of ADF in the UK and across the USA including Ghana and other parts of the world where citizens are domiciled.

#### **Achievements and Impact**

1. Pass rate in the 2024 Basic Education Certificate Examination (BECE).
2. 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 street sleepers.

#### **Compliance**

The Charity confirms compliance with charity law and regulations as well as with the Charity Commission's Good Practice Guidelines.

#### **Future Plans**

1. The purpose of the Charity remains: making the difference to the community of people of Atito and its surrounding neighbourhood.
2. Continue to support the needy in practical ways by the provision of sustainable feeding programme
3. Redouble fund raising initiatives through broadening the population of donors across Europe USA and Africa including all those countries populated by citizens from Atito and its neighbouring communities.

#### **Conclusion**

6. The charity is working exceptionally hard to achieve our goals. We are appreciative and grateful for the support and encouragement of our donors, partners and volunteers.

#### **Financial Review**

The income of the charity for the year was £6,454 (2023-£5,231) all of which were unrestricted donations from citizens of Atito in the diaspora and the general public and associations in the UK. A deficit of £4,152 (2023-£111 surplus) was made in the year.

#### **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 (£10,606)

The 'free' cash reserves at 31<sup>st</sup> December 2024 amounted to £960 (2023-£5,112). The trustees regard this as inadequate so far for the year.

Signed:

Mr Kofi George Agbolegbe, JP

*Kofiagbolegbe*

**Chair**

**12<sup>th</sup> October 2025**

## **Independent Examiner's Report**

I report to the trustees on my examination of the accounts of the above charity for the year ended 31st December 2024.

### **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

**12<sup>th</sup> October 2025**

**Atito Development Foundation**  
**Statement of Financial Activities for the year ended 31 December 2024**

	Notes	Unrestricted £	2024 £	2,023 £
<b>INCOME</b>				
Donation		6,454	6,454	5,231
<b>Total Income</b>		6,454	6,454	5,231
<b>EXPENDITURE</b>				
Direct Charity Expenditure	3	10,606	10,606	5,120
<b>Total Expenditure</b>		10,606	10,606	5,120
Net Movement in Funds		(4,152)	(4,152)	111
Funds brought forward		5,112	5,112	5,001
Funds carried forward		960	960	5,112



**Atito Development Foundation**  
**Balance Sheet as at 31 December 2024**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>CURRENT ASSET:</b>		
Cash at Bank	960	5,112
	<u>960</u>	<u>5,112</u>
<b>FINANCED BY:</b>		
Unrestricted Reserves	960	5,112
	<u>960</u>	<u>5,112</u>

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 **24<sup>th</sup> October 2024** and were signed on their behalf by:

Signed:  
Kofi George Agbolegbe, JP

*Kofiagbolegbe*

**Chair**

**12<sup>th</sup> October 2024**

**Atito Development Foundation**  
**Notes to the Financial Statements for the year ended 31 December 2024**

**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.

**Atito Development Foundation**  
**Notes to the Financial Statements for the year ended 31 December 2024**

**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**

	<b>Unrestricted</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>
General donations	6,454	6,454	5,231
	<b>6,454</b>	<b>6,454</b>	<b>5,231</b>

**3. Direct Charitable Expenditure**

		<b>Unrestricted</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>	<b>£</b>
Library Refurbishment Project (Ghana)	Note 3(a)	9,863	9,863	3,529
Sanitary Pad Donation Project		110	110	400
Internet for Atito Basic School Project		-	-	150
Bank Charge		122	122	120
Flood Victim Donation		142	142	450
Administrative Expenses	Note 3(b)	369	369	471
Operating Surplus		10,606	10,606	5,120

**Note 3(a) Library Refurbishment**

	<b>Unrestricted</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Building Materials	7,092	7,092	2,752
Transportation	87	87	102
Workmanship	2,684	2,684	675
	<b>9,863</b>	<b>9,863</b>	<b>3,529</b>

**Atito Development Foundation**  
**Notes to the Financial Statements for the year ended 31 December 2024**

<b>Note 3(b) Administrative Expenses</b>	<b>Unrestricted</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Stationery			85
Transportation	128	128	235
Internet / Telephone	241	241	150
	<u>369</u>	<u>369</u>	<u>470</u>