



## Care in Action Malawi - Trustees' Annual Report

For the period from: 25 October 2022 to: 05 April 2024

### Section A Reference and administration details

|   |   |
|---|---|
| Registered charity number:                            | 1200815   |
| Address:  | 52 Stonefall Avenue, Harrogate, HG2 7NP, UK   |
| Names of the charity trustees who manage the charity: | Jasmine Lehnis<br>Emma Vanson<br>Esther Wolff<br>Michael Willis<br>Sarah Chikwana-Amani |

### Section B Structure, governance and management

|                                |   |
|--------------------------------|---|
| Type of governing document     | Constitution, last updated in August 2023   |
| How the charity is constituted | Care in Action Malawi is a Charitable Incorporated Organisation   |
| Trustee selection methods      | Every trustee must be appointed for a term of two years by a resolution passed at a properly convened meeting of the charity trustees.<br>In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. |



## Section C

### Objectives and activities

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

Purposes to be achieved in Malawi:

1. The prevention or relief of poverty by enabling individuals to become self-sufficient
2. The advancement of education for the public benefit
3. To develop the capacity and skills of the members of socially and economically disadvantaged communities
4. The relief of financial hardship for persons with lack of means

#### Summary of the main activities undertaken for the public benefit in relation to these objects

Care in Action Malawi recognizes that education is key to escaping poverty, so we work with Community Based Organisations in Malawi to sponsor school and university fees. We aim to give all the necessary support to help individuals be self-sufficient and organisations to grow their capacity, including giving aid in times of disaster or hardship. In planning our activities for the year and approving how funds raised would be spent, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

## Section D

### Achievements and performance

#### Summary of the main achievements of the charity during the year

In our first 18 months as a charity, we have enabled potentially life-changing access to university and secondary school education for ten individuals who would otherwise have been excluded by poverty. When Cyclone Freddy created devastation in March 2023, we responded by raising funds and worked with local partners to identify the best way to relieve hardship.

#### 1. Education: university sponsorship for five students

Four students were supported with help from Lancing College, by working together with local partner GEMO Manja Othandiza:

Promise Matope – Child Health Nursing

Brighton Majonanga – Optometry

Veronica Kadewere – Forestry and Environmental Management

Thandie Soko – Nursing and Midwifery

Thandie Soko contacted us after finding our information online. She had completed three years of Nursing studies, thanks to a bursary for the first year. She was in arrears and desperate to find help. Our payment of fees for two years ensured she could graduate as a Nurse in April 2024.

A fifth student was supported in partnership with Chimbota Community Development Organisation:

Jackson Kamanga - Food Security and Nutrition

Our funding sponsored his final semester to study Food Security and Nutrition. Jackson achieved his Bachelor of Science degree in October 2024.

Five laptops were purchased in the UK at a discounted rate and delivered to sponsored university students in Malawi to support their study and digital literacy.



## 2. Education: secondary school fees for five disadvantaged children

Five children had help for their education who were motivated to complete secondary school but had been excluded because they couldn't afford fees: these were recommended by Chuma Community Clinic and supported with funds from Lancing College.

## 3. Hardship relief: responding to devastation from Cyclone Freddy

Donations were used by our local partner Chimbota to purchase and distribute maize to hunger-stricken households as part of their "Za Njala" Hunger Project. Hunger was widespread after the floods had destroyed the maize crop which provides the food staple in Malawi. Our funds were used to buy 100 bags of maize for badly affected households in the Thyolo Thava constituency. These were distributed in Makhwasa, under the direction of the MP Hon Navicha and her team, reaching around 500 households. Media reports of the distribution can be seen here: [MP Mary Navicha breaks down in tears - Malawi Voice](#)

## Section E

### Financial review

#### Brief statement of the charity's policy on reserves

The charity will keep reserves for the purposes of protecting its ability to operate and for meeting commitments it has made to beneficiaries. For operating costs such as bank fees and website costs, the charity will reserve up to 10% of income. When students are approved for sponsorship in Malawi, the charity will keep sufficient funds for the students to complete their qualification course if there is no promise of new donations for those students for the next years.

#### Details of any funds materially in deficit

None

#### Further financial review details (Optional information)

The main source of funding was from Lancing College, as part of their decades-long interest in Malawi. In addition to a donation from the College, they sent contributions from individuals. In this reporting period, Lancing College planned a school trip to Malawi for July 2024, which went ahead and enabled them to meet some of the students who they sponsored. This visit enabled a high level of transparency and accountability in terms of how their donations were used. Lancing College teachers reported how impressed they were with the confidence gained and progress of the students they met, as well as the initiative of the people in the communities we work with, and they are inspired to continue their support.

Key fundraising events in this period were a JustGiving page created with the aim of relieving hardship caused by Cyclone Freddy, and an anniversary event hosted by friends of Trustees where donations were given in the place of gifts.

In this period a company who wanted to support Malawi gave a donation for vocational training proposed by Chuma Community Clinic, which will enable further activities in our next year.

Due diligence was followed for all funds sent to Malawi, with checks such as a review of receipts for university fees paid, or assessment of study reports, letters and photos from students, to ensure that funds fulfilled the purpose they were intended for.







## Section F Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

|   |   |   |
|---|---|---|
| Signature(s)                              |  |  |
| Full name(s)                              | Jasmine Ruth Lehnis   | EMMA LOUISE VANSON  |
| Position (eg<br>Secretary, Chair,<br>etc) | Trustee   | TRUSTEE   |

Date 5 February 2025



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Care in Action Malawi

1200815

## Receipts and payments accounts

CC16a

For the period  
from

20/10/2022

To

05/04/2024

### Section A Receipts and payments

|   | Unrestricted<br>funds<br>to the nearest £ | Restricted<br>funds<br>to the nearest £ | Endowment<br>funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|---|---|--|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |   |   |  |                                 |                               |
| Donations   | 18,158                                    | -                                       | -                                      | 18,158                          | N/A                           |
| Emergency Appeal                                      | 751                                       | -                                       | -                                      | 751                             | N/A                           |
| Gift Aid  | -   | -                                       | -                                      | -                               | N/A                           |
|   | -   | -                                       | -                                      | -                               | N/A                           |
|   | -   | -                                       | -                                      | -                               | N/A                           |
|   | -   | -                                       | -                                      | -                               | N/A                           |
| <b>Sub total (Gross income for AR)</b>                | 18,909                                    | -                                       | -                                      | 18,909                          | -                             |
| <b>A2 Asset and investment sales, (see table).</b>    |   |   |  |                                 |                               |
|   | -   | -                                       | -                                      | -                               | -                             |
|   | -   | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | -   | -                                       | -                                      | -                               | -                             |
| <b>Total receipts</b>                                 | 18,909                                    | -                                       | -                                      | 18,909                          | -                             |
| <b>A3 Payments</b>                                    |   |   |  |                                 |                               |
| Website / Communications                              | 28  | -                                       | -                                      | 28                              | n/a                           |
| laptops for students                                  | 420                                       | -                                       | -                                      | 420                             | n/a                           |
| grants to malawi                                      | 9,048                                     | -                                       | -                                      | 9,048                           | n/a                           |
| Bank Charges  | 75  | -                                       | -                                      | 75                              | n/a                           |
|   | -   | -                                       | -                                      | -                               | n/a                           |
|   | -   | -                                       | -                                      | -                               | n/a                           |
|   | -   | -                                       | -                                      | -                               | n/a                           |
|   | -   | -                                       | -                                      | -                               | n/a                           |
| <b>Sub total</b>                                      | 9,571                                     | -                                       | -                                      | 9,571                           | -                             |
| <b>A4 Asset and investment purchases. (see table)</b> |   |   |  |                                 |                               |
|   | -   | -                                       | -                                      | -                               | -                             |
|   | -   | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | -   | -                                       | -                                      | -                               | -                             |
| <b>Total payments</b>                                 | 9,571                                     | -                                       | -                                      | 9,571                           | -                             |
| <b>Net of receipts/(payments)</b>                     | 9,338                                     | -                                       | -                                      | 9,338                           | -                             |
| <b>A5 Transfers between funds</b>                     | -   | -                                       | -                                      | -                               | -                             |
| <b>A6 Cash funds last year end</b>                    | -   | -                                       | -                                      | -                               | -                             |
| <b>Cash funds this year end</b>                       | 9,338                                     | -                                       | -                                      | 9,338                           | -                             |

## Section B Statement of assets and liabilities at the end of the period

| Categories   | Details                 | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|--|-------------------------|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds  | Charity Current Account | 9,338                              | -                                | -                               |
|  |                         | -                                  | -                                | -                               |
|  |                         | -                                  | -                                | -                               |
|  |                         | -                                  | -                                | -                               |
|  | <b>Total cash funds</b> | <b>9,338</b>                       | <b>-</b>                         | <b>-</b>                        |
| (agree balances with receipts and payments account(s)) |                         |                                    |                                  |                                 |


|                          | Details | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|--------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| B2 Other monetary assets |         | -                                  | -                                | -                               |
|                          |         | -                                  | -                                | -                               |
|                          |         | -                                  | -                                | -                               |
|                          |         | -                                  | -                                | -                               |
|                          |         | -                                  | -                                | -                               |
|                          |         | -                                  | -                                | -                               |

|                      | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|----------------------|---------|-----------------------------|-----------------|--------------------------|
| B3 Investment assets |         |                             | -               | -                        |
|                      |         |                             | -               | -                        |
|                      |         |                             | -               | -                        |
|                      |         |                             | -               | -                        |
|                      |         |                             | -               | -                        |

|  | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|--|---------|-----------------------------|-----------------|--------------------------|
| B4 Assets retained for the charity's own use |         |                             | -               | -                        |
|  |         |                             | -               | -                        |
|  |         |                             | -               | -                        |
|  |         |                             | -               | -                        |
|  |         |                             | -               | -                        |
|  |         |                             | -               | -                        |
|  |         |                             | -               | -                        |
|  |         |                             | -               | -                        |
|  |         |                             | -               | -                        |

|                | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|----------------|---------|---------------------------------|-----------------------|---------------------|
| B5 Liabilities |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |

Signed by one or two trustees on behalf of all the trustees

| Signature   | Print Name   | Date of approval |
|---|--------------|------------------|
|  | EMMA VANSTON | 5/2/25           |