

APPENDIX 1

OSCr

Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
From	01	04	2019	To	31	03	2020

Reference and administration details

Charity name	Let Us Shine
Other names charity is known by	
Registered charity number	SC037489
Charity's principal address	32 Lavender Dr
	Newton Mearns
	Glasgow
	G77 6AF
	Postcode

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

Structure, governance and management

Type of governing document

Deed of Trust

Trustee recruitment and appointment

Objectives and activities

Charitable purposes

The purposes of the trust shall be to provide education (including educational resources and health education) for children in Ghana from primary school through to university level

Summary of the main activities in relation to these objects

Let us Shine continues to work in the rural north of Ghana in a small town called Kpandai. With the core aim of empowering females through education we have filled our own primary and high school. Adult literacy work and general health and wellbeing provision continues to be provided for all pupils including medical and social costs. All upper school pupils are provided full exam support and supporting costs.

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Achievements and performance

Summary of the main achievements of the charity during the financial period

The new summer term of 2019 continued as previous with a new intake of pupils, new teaching supplies purchased and the continuation of the girls' education. Dormitory maintenance was carried out and new teachers were employed due to vacancies. Exam results returned were similar to previous year- in the top quarter of the northern region of Ghana and we applaud the girls and teaching staff for these successes.

COVID-19 hit Ghana as it did the rest of the world and the school closed in early 2020 due to national recommendations. Staff continued to receive their salaries, and budgets were diverted in the first instance for supply of masks and hand gel supplies. This was followed up by food and care packages sent to girls in the villages with a focus with those most in need. Staff continued to make wellbeing visits and this was the case until the end of this financial year.

With all Trustees working in hospitals and work and home life heavily committed to COVID-19 workloads, we are very grateful for the smooth running of work with our teams in Ghana to enable us to focus on this.

Financial review

Brief statement of the charity's policy on reserves

We aim to keep 2 months running costs for our project at least as reserve fund.

Details of any deficit

Donated facilities and services (if any)

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Other optional information

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)		
Position (e.g. Chair)	Chair	
Date	28/6/21	

Let Us Shine Trust

SC037489



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	01Day	Month	Year		Day	Month	Year
	01	April	2019		31	March	2020

Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
A1 Receipts						
Donations	10,570	39,277			49,847	63,889
Legacies					-	-
Grants					-	-
Receipts from fundraising activities	1,620				1,620	-
Gross trading receipts					-	-
Income from investments other than land and buildings					-	-
Rents from land & buildings					-	-
Gross receipts from other charitable activities					-	-
Bank interest	2				2	2
A1 Sub total	12,192	39,277	-	-	51,469	63,891
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	-
Proceeds from sale of investments					-	-
A2 Sub total	-	-	-	-	-	-
Total receipts	12,192	39,277	-	-	51,469	63,891
A3 Payments						
Expenses for fundraising activities	216				216	216
Gross trading payments					-	-
Investment management costs					-	-
Payments relating directly to charitable activities	5,925	42,897			48,822	61,490
Grants and donations	253				253	-
Governance costs:					-	-
Independent examination	320				320	320
Preparation of annual accounts					-	-
Legal costs					-	340
Other	892				892	-
					-	-
A3 Sub total	7,606	42,897	-	-	50,503	62,366
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	-
Purchase of investments					-	-
A4 Sub total	-	-	-	-	-	-
Total payments	7,606	42,897	-	-	50,503	62,366
Net receipts / (payments)	4,586	(3,620)	-	-	966	1,525
A5 Transfers to / (from) funds	(3,620)	3,620			-	
Surplus / (deficit) for year	966	-	-	-	966	1,525

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	6,696	21,338			28,034	26,509
	Surplus / (deficit) shown on receipts and payments account	966	-			966	1,525
						-	-
						-	-
	Cash and bank balances at end of year	7,662	21,338	-	-	29,000	28,034
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	-

	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments				
		Total	-	-

	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets					
		Total	-	-	-

	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities	Salaries, food and maintenance	Restricted	2,158	493
	Refuse collection	Unrestricted	7	-
		Total	2,165	493

	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities				
		Total	-	-

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

Signature

Print Name

Date of
approval

		28 June 2021

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

Unrestricted funds are funds available to meet the purposes of Let Us Shine. Restricted funds are those funds received to sponsor a child and to contribute to the cost of education, teachers' salaries, exam costs, accommodation, meals, medicine and clothing. Restricted funds are also those funds used in connection with the rebuild of the kitchen (Kitchen Project) and the Community Project to support gifted male children in the community, who are not part of the girls' school.

C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
Total			-

C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	x
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C3b Trustee remuneration - details

Authority under which paid	£

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	x
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C4b Trustee expenses - details

	Number of trustees	£

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

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Let Us Shine Trust

SC037489

Additional analysis (2)**6 Breakdown of restricted funds**



	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
	Sponsors Fund	Kitchen Project	Community Project			
Receipts						
Donations	38,829	448			39,277	39,758
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	38,829	448	-	-	39,277	39,758
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	38,829	448	-	-	39,277	39,758
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	40,775	710	1,412		42,897	36,843
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
					-	
Sub total	40,775	710	1,412	-	42,897	36,843
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	40,775	710	1,412	-	42,897	36,843
Net receipts / (payments)	(1,946)	(262)	(1,412)	-	(3,620)	2,915
Transfers to / (from) funds	1,946	262	1,412		3,620	
Surplus / (deficit) for year	-	-	-	-	-	2,915

Nature and purpose of funds

Restricted funds: Sponsors Fund - funds received to sponsor a child and to contribute to the cost of education, teachers' salaries, exam costs, accommodation, meals, medicine and clothing. Restricted funds are also those funds used in connection with the rebuild of the kitchen (Kitchen Project) and the Community Project to support gifted male children in the community, who are not part of the girls' school.

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Office of the Scottish Charity Regulator

		Independent examiner's report on the accounts v2						
Report to the trustees/members of Registered charity number On the accounts of the charity for the period Set out on pages	Charity name	Let Us Shine						
	Registered charity number	SC037489						
	Period start date					Period end date		
	Day 01	Month April	Year 2019	to	Day 31	Month March	Year 2020	
						1 to 5		
Respective responsibilities of trustees and examiner	<p>The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.</p>							
Basis of independent examiner's statement	<p>My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.</p>							
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention other than that disclosed on the attached page*</p> <ol style="list-style-type: none"> which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 							
Signed:				Date:	28/6/2021			
Name:								
Relevant professional qualification(s) or body (if any):	MAAT (Member of Association of Accounting Technicians) Member of ACIE (Association of Charity Independent Examiners)							
Address:	