

Village Africa

Charity Commission Number 1122410

Company Number: 06086681

Annual Report and Financial Statements

for the year ending 28 February 2022

Charity Number 1122410



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Village Africa

Annual Report for the Financial Year ending 28 February 2022

Village Africa is a company limited by guarantee, company number: 06086681. It is registered with the Charity Commission, registered charity number 1122410.

Registered and principal office address: 138 Belgrave Road, London E11 3QR.

Trustees/directors serving during the financial year:

Caroline Johnston: Project Manager, Tanzania

Sarah Mayne: Chair

Mark Matfield: Finance Director

Allison Shaw: Education Director

Emma Southey: Fundraising Director

Bethany Taylor: Fundraising Director

Christina Francis: Health Director

Chair's Report

This annual report outlines the work of Village Africa during the financial year 1 March 2021 to 28 February 2022.

The charity had another effective and successful year, despite the impacts of the Covid-19 pandemic, which continued to be felt throughout the period.

Village Africa continued to run its core activities in Tanzania (eg ambulance service, student sponsorship and building) with Covid-secure measures in place. Less essential services, such as the community library, remained suspended due to concerns about Covid-19 transmission.

The ambulance service operated throughout 2021, taking 55 emergency patients to a healthcare facility, as well as 32 non-emergency patients to hospital or a dentist when passing those facilities.



The student sponsorship scheme continued to thrive, with a total of 115 students receiving support during 2021. This included 14 university students, with three obtaining a BA degree, a fantastic achievement.

Notwithstanding the pandemic, we were able to continue with building projects and completed a total of 12 school toilets, 8 water tanks and 2 classrooms.

The community is still very supportive of the charity's work and grateful for the services which Village Africa provides, as evidenced by the warm reception the project leader received on her return to Tanzania after an extended absence, both from staff, the community and local leaders.

Village Africa continues to follow a fundraising strategy focused on two main income streams: individual donations and grants from grant-making bodies. The majority of individual donations come from our long-term supporters, including educational sponsorship of children, regular giving of unrestricted funding and one-off donations. Many of the latter are the result of participation in sponsored events. Unfortunately, many events were cancelled yet again in 2021 due to the pandemic and this led to some loss of anticipated income, but individual donations and sponsorship from other sources remained stable. We are extremely grateful to our core supporters and donors for their strong loyalty and generosity.

Sarah Mayne

Structure, Governance and Management

Village Africa is a charitable company, limited by guarantee, hence its trustees are directors. It is governed by its Memorandum and Articles of Association adopted on 17 December 2006 and incorporated on 6 February 2007.

Directors are appointed by a majority vote of directors and/or members. When considering appointments, the Board will make reference to the skills held by existing members and will look to fill any skills gaps identified. Proposed new directors receive a copy of the Memorandum and Articles of Association and the Charity Commission's guidance publication "The Essential Trustee. What You Need to Know". Their appointment becomes effective (and the requisite form is filed with Companies House) once a satisfactory DBS certificate has been received.



The Articles of Association provide that the directors of the charity resign after their first year in office, although they are able to offer themselves for re-election. At every subsequent Annual General Meeting, one third of the directors (the longest standing) is required to retire from office, although they are able to offer themselves for re-election if they so choose.

There may be no less than three directors at any one time and there is no maximum. We currently have seven directors, the majority of whom have visited or volunteered with the charity in Tanzania, and hence have first-hand knowledge of its work and challenges.

The quorum for decision making at general meetings is three. At bi-annual meetings the directors agree the broad strategy (including with respect to fundraising) and areas of focus for the charity. They approve the budget and future building projects subject to available funds.

The day-to-day running and administration of the charity is delegated to the Project Manager in Tanzania, supported by local Tanzanian staff and UK volunteers.

The Trustees review the major risks facing the charity on a regular basis, monitoring reserves and reviewing key financial systems to ensure sufficient resources are available to meet the Charity's obligations in the event of adverse conditions. The Trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to manage the significant ones.

Aims and Objectives

The principal objectives of the charity are to alleviate poverty, sickness and distress and to advance education in the Tanga region of Tanzania, East Africa. The charity is currently working in and around the villages of Yamba and Milingano in the West Usambara Mountains.

Overview of the Charity's Main Activities

The trustee directors have due regard to the guidance issued by the Charity Commission on public benefit in deciding what activities the charity should undertake.

The main activities of the charity during 2021-22 were:



1. Improving healthcare by providing emergency trips to hospital. This ambulance service benefitted the community living in the area in and around Yamba, Milingano and Makanya (population of approximately 7,000). It resulted in villagers receiving healthcare and it led to a continued reduction in the death rate in the area.
2. Improving education by building classrooms and school toilets and running a student sponsorship scheme covering kindergarten, primary, secondary, vocational and higher education students. Our work in this area has resulted in an increase in the exam pass rates in the schools the Charity supports, with many students reaching secondary, vocational and higher education.
3. Running a building programme to support health and education work. School toilets and water tanks were completed at Mashewa, Kishimai and Sagara Primary Schools with construction commencing on water tanks and school toilets for Kwetonge Primary School.
4. Providing a student sponsorship scheme. The primary school scheme provides the sponsored child with essentials such as a school uniform, blanket and hygiene kit. The secondary scheme provides rent, uniform and an allowance for books and stationery. The higher education scheme pays towards tuition fees, accommodation, meals and other costs. 115 students were covered by the scheme in 2021. Students in greatest need (ie orphans and single parent children) were prioritised to ensure that money was used where it was most needed.
5. Encouraging local enterprise and sustainability. School uniforms and sweaters were made in Yamba and Milingano for the student sponsorship scheme, with shoes being made in Tanga. Facemasks for the charity staff (to protect against Covid 19) were made in Yamba.
6. Distributing donated items. Items donated to the charity (including clothing) were distributed to the community, including those with physical and mental disabilities, to assist with their general well-being and health. In addition, seeds for planting, as well as flour and beans were distributed.

Covid-19

Covid-19 continued to impact the charity during 2021. Fortunately, there did not appear to be any Covid-19 cases in the Yamba and Milingano area during the period, but the



services provided by the charity were restricted and the pandemic also reduced the revenue expected from fundraising events.

The Charity continued to practise Covid-secure measures in Tanzania and only operated its essential services. Visits to the project from overseas visitors remained suspended. The Project Leader did not return to Tanzania until late 2021, but virtual communication with the local staff remained very effective and there was no impact on the provision of services.

The Directors regularly assessed the risks posed by the pandemic and took action to mitigate them. The Project Leader provided the Directors with regular Covid-19 updates by email and the topic was discussed in detail at every Directors' meeting.

In the UK, Directors' meetings continued to be held online through video conferencing. Fundraising meetings in the UK involving travel on public transport were suspended and local fundraising activities (when permitted) were conducted in a Covid-secure way.

Achievements and Performance

Progress Report 2021 - 2022

Figures below are for the calendar year 2021.

Health

- The ambulance was used in emergencies to transport 55 patients to hospital (24 in 2020, 52 in 2019 and 55 in 2018).
- Village Africa's ambulance took 32 non-emergency patients to hospital or a dentist (7 in 2020, 46 in 2019 and 57 in 2018) when passing those facilities.
- Sadly, two of these patients died in 2021. No patients died in 2020, 4 patients died in 2019 and 2 in 2018. Village Africa returned the deceased to the village for burial.
- Health seminars for schools and the community were suspended due to the pandemic.
- Village Africa assisted with medical costs and subsistence when permanent staff needed treatment from hospitals in Tanga and Dar es Salaam. Two staff needed operations



Education

- The Village Africa child sponsorship scheme called Simba Club covered 115 students (113 in 2020, 118 in 2019 and 116 in 2018).

The 2021 figure consists of 55 primary school, 39 secondary school, 7 vocational training and 14 at university.

The above vocational courses were in farming, tailoring, masonry and teacher training.

Simba Club students gained the following qualifications:

- BA Law – 1 student
- BA Education – 1 student
- BA Social Sciences – 1 student
- Diploma in Education (science subjects) – 1 student
- Form 6 (A levels) – 3 students
- VETA Certificate, Masonry, 2 years – 1 student
- VETA Certificate, Livestock, 3 years – 2 students.

Village Africa organised two weeks of farming seminars and farm visits at Kwemikame, Milingano Ward. The two students who passed their Livestock certificate shared their new knowledge and skills with the community. The work was kindly funded by Kids Helping Kids and supervised by Peter Shemweta who has experience in this sector.

- The charity's Yamba Community Library and Saturday Club for Girls were suspended due to the Covid-19 pandemic.

- Links with the following UK schools continued: Chapel Allerton Primary School; Kingfisher Primary School; Queen's Inclosure Primary School and Wickford Church of England School. A new link was started with St Breward Primary School.

Building

Village Africa did the following construction work

- Completed 6 school toilets and 3 water tanks for Mashewa Primary School
- Completed 2 classrooms and 2 water tanks for Kishimai Primary School
- Completed 6 school toilets and 3 water tanks for Sagara Primary School



- Started construction of 6 school toilets and 3 water tanks for Kwetonge Primary School.

Visitors

There were no overseas visitors to the charity due to the pandemic (26 visitors in 2019).

A Tanzanian came to Village Africa in Yamba to tutor some Simba Club secondary school girls and their fellow students during school holidays.

Six Tanzanian visitors, attending a development meeting organised by Simba Club university students, slept at Village Africa's accommodation for 2 nights.

Distribution of items

Following two crop failures in a row, a UK businesswoman donated seeds for planting, and flour and beans for all villagers in Mweni-Yamba village. Village Africa organised the purchase and distribution of these.

New and second-hand bedding was distributed to the most needy in the community (ie mentally and physically disabled adults and children and the elderly).

Knitted sweaters and hats were given to the youngest babies in Yamba and wool to Yamba Knitting Group.

Second hand clothing was distributed to local volunteers.

Second hand children's story books in English were put in Yamba Community Library and Village Africa's accommodation for when the children come to play/read with visitors or staff.

Crafts

School uniforms and sweaters were made in Yamba and Milingano and shoes in Tanga for the Child Sponsorship Scheme.

Face masks to protect against Covid-19 were made in Yamba for Village Africa staff.



Fund raising

Grants were received from Kids Helping Kids.

The second tranche of the Lloyd's Market Charity Award was received.

Village Africa's Chairman (Sarah Mayne) participated in the ASICS London 10K in aid of the charity. A supporter took part in the 2021 Dixons Carphone Race to the Stones (100km) to raise money for Village Africa and two other charities. Other events were affected by Covid-19 – one fundraiser had to self-isolate so could not run and many events were cancelled.

Village Africa took part in Giving Tuesday (a global day supporting good causes in November) for the second time.

Village Africa held another Christmas auction on Facebook. Successful bids were made by people who have not donated to the charity before, as well as many loyal supporters.

Village Africa advertised the following fundraising (including recycling) schemes:

Zazzle – VA branded gifts

Bandcamp – VA music (CDs and downloads)

greetingscard.co.uk – cards, wrapping paper and small gifts

Ziffit – selling second-hand books, CDs, games

The Recycling Factory – selling second-hand printer cartridges

eBay Big Charity Sell – selling second-hand goods (this attracted five-fold match funding).

The charity continued to receive donations when supporters shopped online at Easyfundraising, SmileAmazon and Humble or when they bought or sold on eBay.

Village Africa retained its Sponsor the Ambulance and its Match a Job (in Tanzania) schemes.

When Virgin Money Giving closed on 30 Nov 2021, Village Africa opened an account with JustGiving to hold fundraisers' event pages and to receive credit/debit card donations.



Communications

Village Africa continued to use its website plus social media (Facebook, Twitter, LinkedIn and Instagram) to promote its activities and give feedback.

Employment

The project continued to create employment in Tanzania, including

- permanent, temporary and casual labour employed by VA
- staff employed by VA staff (eg housegirls/nannies and farmers)
- tailors, knitters, carpenters, housegirls/nannies, porters and farmers used by villagers who have obtained cash working for VA.

Community involvement

Co-operation remained very good.

Village Africa's Director/Project Leader (Caroline Johnston) was welcomed back to Tanzania in Nov 2021 (after an extended stay in the UK due to the pandemic) by the new District Commissioner of Lushoto. The following week, she met the new Regional Commissioner when he visited Milingano Ward.

A WhatsApp group has been created by past and current Simba Club university students. They have invited other educated people from Milingano Ward (ie Yamba, Milingano and Bumba) and beyond to join. The aim is to work together to develop the Ward.

Village Africa's Director was the Guest of Honour at a two-day development meeting held in Yamba in Dec 2021 organised by the above group. Experts working in Dodoma, Dar es Salaam, Morogoro and Saudi Arabia and local leaders attended. Topics included Education, Roads and bridges, Farming, Climate change and conservation and Local history.

The Government of Tanzania granted timber permits for Village Africa to build school toilets and water tanks at Sagara and Kwetonge primary schools.

The government started to widen the Yamba road using dynamite and a machine. Yamba villagers continued to maintain this 4.7km road, especially after heavy rain.



Twin babies were named after two Village Africa volunteers and another baby after a volunteer's wife.

Support was given by the following:

- Directors
- UK volunteers
- Past volunteers and visitors
- Regular givers including student sponsorship
- Individual and group donors
- Corporate donors
- Other charities
- Staff in Tanzania
- Local volunteers in Tanzania
- Tanzanian government officials
- Catholic Church in Tanzania
- Support in kind in Tanzania and the UK.

Future developments and challenges

Just before the end of the financial year, Russia invaded Ukraine leading to fears of a global energy crisis, global recession, high inflation and food shortages, all of which could adversely impact both the local community (with increased levels of poverty) and the charity's funding. This is being factored into our planning and financial decision making and some adjustments may be required (e.g. to the building programme) to account for reduced funding. Village Africa is committed to providing its core services, such as the ambulance service, and these activities will remain our focus, but we intend to restart other services (such as the community library) during 2022, once the Covid-19 pandemic has eased.

Within the next ten years, the current ambulance will need to be replaced and this will be the centre of future fundraising efforts. It will be a significant challenge to raise such a large amount of money and we will be exploring various different fundraising sources.

Financial Review

It is Village Africa's policy to build up a contingency of £12,000 to cover key staff salaries in the event of a significant fall in the charity's income. As of 28 February 2022



the reserve fund stands at £12,522. A majority vote of the directors is required to release the reserve funds.

Income

Village Africa received a total income of £82,018 during its financial year ended 28 February 2022. The charity's main income source was from donations (£81,255), with Kids Helping Kids and the Lloyd's Market Charity Awards being our principal donors, particularly for building projects.

Expenditure

Village Africa's overall expenditure in its financial year ended 28 February 2022 was £96,292 made up of UK expenditure of £3,927 and Tanzanian expenditure of £92,365.

Declaration

The trustees declare that they have approved the above report.

Signed on their behalf by:

Sarah Mayne, Chair

Mark Matfield, Treasurer



VILLAGE AFRICA

LEGAL AND ADMINISTRATIVE INFORMATION

<u>Chair:</u>	Sarah Mayne
<u>Secretary:</u>	Sarah Mayne
<u>Treasurer:</u>	Mark Matfield
<u>Other Directors for the period:</u>	Caroline Johnston Allison Shaw Christina Francis Emma Southey Bethany Taylor
<u>Registered Office:</u>	138 Belgrave Road London E11 3QR
<u>Company Limited by Guarantee</u>	Number: 06086681



VILLAGE AFRICA

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The law applicable to charities in England and Wales requires the Trustees who for the sake of company law are also known as Directors to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees/Directors should follow best practice and:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees/Directors are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the Charity and which enable them to ascertain the financial position of the Charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees/Directors are responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



Independent Examiner's report to the trustees of Village Africa

Year ended 28 February 2022

Charity Commission Reference 1122410

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the charities act) and that an independent examination is needed. It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act
- To follow the procedures laid down in the general directions given by the charity.
- To follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- To state whether particular matters have come to my attention.

My examination was carried out in accordance with the general directions given by the Charity Commission. 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required for an audit and consequently no opinion is given as to whether the accounts represent a 'true and fair view' and the report is limited to those matters set out in the statement below.

In connection with my examination, no matter has come to my attention:

(1) Which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Charities Act,

have not been met,

(2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Sangaranathan Ravishangar
ACMA, CGMA



VILLAGE AFRICA REPORT OF THE DIRECTORS

FOR THE YEAR ENDED 28TH FEBRUARY 2022

The directors present their report and the financial statements of the charity for the year ended 28th February 2022. These financial statements are prepared in accordance with the company's Memorandum and Articles of Association and the Statement of Recommended Practice – Accounting and Reporting by Charities and comply with applicable law.

1. Objects and Constitution

The principal objects of the charity are to alleviate poverty, sickness and distress and to advance education in the Tanga region of Tanzania.

2. Organisational Structure

The management of the charity is the responsibility of the directors.

3. Review of Activities

This is the fifteenth full year of operation of the charity.

4. Reserves Policy

As at 28th February 2022 the reserve stands at £67,193. Village Africa retains a designated fund of £12,000 to cover one year's annual salary for core staff.

5. Risk Management

The Board of Directors has examined the major risks to which the charity is exposed and confirms that systems have been established to endeavour to lessen these risks.

6. Related Parties and Connected Charities

There are no related parties or connected charities.

Approved by the directors on 12 November 2022 and signed on their behalf by:

Sarah Mayne, Chair

Mark Matfield, Treasurer



VILLAGE AFRICA
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 28TH FEBRUARY 2022

	<u>2022</u>	<u>2022</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Restricted</u>	<u>2022</u>	<u>2021</u>
	<u>Funds</u>	<u>Funds</u>		
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
INCOMING RESOURCES				
Volunteer & Visitor Fees	-	-	-	-
Donations	49,798	31,457	81,255	91,398
Bank Interest	300	-	300	970
Other Income	<u>463</u>	<u>-</u>	<u>463</u>	<u>126</u>
TOTAL INCOMING RESOURCES	<u>50,561</u>	<u>31,457</u>	<u>82,018</u>	<u>92,494</u>
RESOURCES EXPENDED				
Charitable Expenditure:				
Cost of Activities to Further Charity's Objectives	29,405	62,647	92,052	66,904
Management and Administration	<u>4,240</u>	<u>-</u>	<u>4,240</u>	<u>3,974</u>
TOTAL RESOURCES EXPENDED	<u>33,645</u>	<u>62,647</u>	<u>96,292</u>	<u>70,878</u>
NET RESOURCES FOR THE YEAR	16,916	(31,190)	(14,274)	21,616
NET MOVEMENT IN FUNDS FOR THE YEAR	16,916	(31,190)	(14,274)	21,616
Total Funds at 28 th February 2021	<u>43,685</u>	<u>37,782</u>	<u>81,467</u>	<u>59,851</u>
Total Funds at 28 th February 2022	<u>60,601</u>	<u>6,592</u>	<u>67,193</u>	<u>81,467</u>



VILLAGE AFRICA
BALANCE SHEET
AS AT 28TH FEBRUARY 2022

	<u>Notes</u>	<u>2022</u>		<u>2021</u>	
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
FIXED ASSETS	2				
Motor vehicles			-		-
IT Equipment			<u>316</u>		<u>577</u>
			316		577
CURRENT ASSETS					
Cash at Bank		64,459		79,001	
Other Creditors		<u>2,418</u>		<u>-</u>	
NET CURRENT ASSETS			66,877		80,890
NET ASSETS			<u>67,193</u>		<u>81,467</u>
FUNDS					
Restricted			6,592		35,893
General Funds			<u>60,601</u>		<u>43,685</u>
Total Funds			<u>67,193</u>		<u>79,578</u>



VILLAGE AFRICA
BALANCE SHEET
AS AT 28TH FEBRUARY 2022

For the year ending 28th February 2022 the company was entitled to exemption from audit under section 477 (2) of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (i) Ensuring that the company keeps proper accounting records which comply with Section 386 of the Companies Act 2006; and
- (ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit or loss for the financial year, in accordance with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company

The financial statements were approved by the directors on 12 November 2022 and signed on their behalf by:

Sarah Mayne, Chair

Mark Matfield, Treasurer



VILLAGE AFRICA
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 28TH FEBRUARY 2022

1. ACCOUNTING POLICIES

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007).

Donations, Fees and Similar Incoming Resource

Donations, fees and similar incoming resources are included in the year in which they are receivable, which is when the charity becomes entitled to the resource.

Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the SOFA. The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Motor vehicles	25% straight line
IT equipment	25% straight line

Foreign currencies

Transactions, monetary assets and liabilities denominated in Tanzanian shillings are translated to sterling at the average bank rate for actual currency transfers for the financial year (3093 shillings to the pound for 2021/22).



VILLAGE AFRICA
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 28TH FEBRUARY 2022

2. TANGIBLE FIXED ASSETS

	£
Cost	
At 28 th February 2021	62,297
Additions	-
Disposals	-
At 28 th February 2022	<u>62,297</u>
Depreciation	
At 28 th February 2021	61,720
Charge for the year	261
At 28 th February 2022	<u>61,981</u>
Net book value	
At 28 th February 2021	<u>577</u>
At 28 th February 2022	<u>316</u>

3. PRIOR YEAR ADJUSTMENT

Expenditure on activities to further the charities objectives was overstated in the previous year by £1,889. The amended figure for restricted expenditure is given in the Statement of Financial Activities above.