



# Trustees' Annual Report for the period

	Period start date				Period end date		
From	Day 01	Month 01	Year 2018	To	Day 31	Month 12	Year 2018

## Section A

## Reference and administration details

Charity name Friends of Hope for Africa Missions

Other names charity is known by FHAM

Registered charity number (if any) 1107368

Charity's principal address 37 Fifth Road

Newbury

Berkshire

RG14 6DN

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mr Gaius Douglas	Secretary/Administrator	1 <sup>st</sup> Jan – 30 <sup>th</sup> Nov.'18	
2	Mrs Vivien Staunton			
3	Mr Christopher Evans			
4	Mr Richard Hudson			
5	Mr David Staunton	Chairman		
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

## Name of chief executive or names of senior staff members (Optional information)

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# Section B Structure, governance and management

## Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

**MEMORANDUM AND ARTICLES OF ASSOCIATION** Incorporated on 27 August 2004 as amended by special resolution dated 26 November 2004. Certificate of incorporation on change of name dated 2 December 2004

How the charity is constituted  
(eg. trust, association, company)

This is a company limited by guarantee, a charity set up to promote Christianity within the African continent. The company has to comply with both the Companies Act 1985 and the SORP. The charity operates inside and outside England and Wales and Africa.

Trustee selection methods  
(eg. appointed by, elected by)

The current trustees have been co-opted; they voluntarily offered their services to create this charity and work together to support the work that it was set up to do. They all have a desire to serve God in the proclamation of the Gospel of Jesus Christ and were already involved in similar activities in England and in Africa. No time limit has been set by the charity as to their period of service; their continuance will always be subject to their sympathy and compliance with the organisations objectives, beliefs and principles. For the near future, the charity aims to strengthen its base by co-opting other like-minded people.

## Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

**Friends of Hope for Africa Missions (FHAM)**, is a non-profit making Christian organisation, whose primary aim is to partner and support the charitable work that is carried out by *Hope for Africa Missions* (HfAM).

HfAM is a South African Charity, which currently provides spiritual (Bible based), financial and practical assistance to various communities in Northern South Africa, in many African countries, especially in Mozambique, Malawi, Zimbabwe, Lesotho and Swaziland. Its projects are church based and include agricultural development, education for orphans, technical training, and leadership training.

We aim to support HfAM and its programme of Christian, community based sustainable development. In particular we shall be responsible for European activities in co-ordinating:

- the raising and donation of funds by individuals, groups and churches
- visits to HfAM, to give help and assistance in their work
- assistance to those who are called to serve God within HfAM, short or longer term
- provision of pastoral and developmental (spiritual, financial and practical) support, to members of HfAM.

We will work with HfAM as their partners, by following our Lord Jesus' example in providing for their physical need.

We believe that Jesus is the Christ, the Son of God, and by believing in Him we have life through His name.

As children of God, we seek to serve Him, as He would like us to, in sharing the message of His gospel that all should come to him through repentance and faith.

- We believe that the Bible is God's word and desire to live by its standards and practices
- We believe that as the Lord Jesus cared for those with whom he came into contact that we should too.
- We believe that as the Bible teaches, "the prayer of the righteous man is powerful and effective" (James 5:16).
- We believe in the sharing of God's love to all, "for God so loved the world, that He gave his only son" (John 3:16).
- We believe that God has made it possible for all our needs to be supplied through The Lord Jesus Christ

**Finance and Administration** - The Board of Directors and Trustees have overall responsibility for all the decision making and activities with FHAM. Certain responsibilities and functions have been delegated to directors, trustees and others within the organisation.

Our bankers are HSBC Plc, 26 Broad Street, Reading, Berkshire, RG1 2BU. There is more than one signature to these accounts. We are bound to comply with all the financial regulations, as stipulated by Companies House and The Charities Commission, and as such we maintain proper financial records, and publish regular financial statements.



We are registered for receiving gift aided donations  
 We are duty bound to ensure that all transactions, or activities undertaken are in the best interest of 'the Charity' and that God's name is not in anyway dishonoured or brought into disrepute.  
**Fundraising** – permission to be sought and given before proceeding.  
**Gifts and or donations** will be refused, which are deemed to be obtained illegally or fraudulently e.g. *drug related, prostitution, bribery* or if for any other reason that the 'board' may feel unwise to accept such a gift  
**Accounting for Projects** – Projects are assessed, justified and agreed upon by both the recipients and FHAM. In 'the field', they are monitored and tracked by designated individuals.  
**Training** – The present trustees are aware from past experiences of the responsibilities involved in holding the position and, as a body, we constantly remind ourselves of our duties. With new trustees recently joined, training is an area which will need to be addressed.  
**Relationship with our main beneficiary Hope for Africa Missions (HfAM)** – To ensure accountability, credibility and sustainability with HfAM; we work continually on our processes, establishing working procedures and various reporting systems. In addition there are appraisal visits and constant communication with their officials. Recognising and understanding their desires, aims and cultural differences as we work with them and to assist ourselves and any one wishing to be involved, we have introduced a 'Principles and Practices Guideline for UK Short Term Visitors to Hope For Africa Missions (HFAM)'  
**Relationship with our donors** – We aim to maintain contact and keep them up to date. Our website is [www.fham.co.uk](http://www.fham.co.uk).

## Section C Objectives and activities

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

The charity is governed by the objectives, set out in the 'memorandum of association', the prime aim being: "to promote Christianity, especially in the African continent".  
 The Company is governed by all the objectives stated in the Memorandum and Articles of Association and all its business is to be conducted accordingly. In addition there are other policies and guidelines, which may be introduced by the 'directors and trustees' of the Company/Charity, which are deemed necessary to assist in the smooth running of the Charity and to ensure the safety and security of all those involved in the execution of tasks associated with it.

### Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

To work in partnership with organisations and bodies of all kinds, whether in Africa or elsewhere, for the furtherance of the Christian Gospel.

- Providing spiritual, financial and practical assistance to the Christian church in Africa and to organisations and groups, which further the Christian faith in Africa.
- Promoting and facilitating of Christian education.
- Encouraging and assisting welfare activities and projects.
- Raising funds, inviting and receiving contributions.
- Establishing and supporting or giving aid to charitable trusts, associations or institutions and to subscribe or guarantee money for charitable purposes in any way connected with or calculated to further any of the objects of the Company.

Doing all or any things hereinbefore authorised either alone, or in conjunction with any other charitable organisation, institution, society or body with which this company is authorised to amalgamate.

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

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

- a) **Development** continued in establishing links with schools, churches and other individuals to expand our donor base. We are still pursuing our aim of strengthening our board of trustees.
- b) During the year financial support in the main was raised to assist Grace Christian School building project, owned by Hope For Africa Missions in Siyabuswa , Pretoria , South Africa and the development work in Lesotho.
- c) Income of £41,126, was raised in the year - 41% for the development work in Lesotho and 34% raised in support of the Grace School Building Projects and supporting students education in Siyabuswa.

## Section E

## Financial review

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

Funds in the main are project related and disbursed as received.

### Details of any funds materially in deficit

There are currently no funds materially in deficit.

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Principal sources of funds** – Funds were donated by a various individuals connected with churches, by churches, Schools and fundraising events.

**Expenditure made to support the charity's key objectives** – The monies received supported the objectives they set out to achieve.

**Investment policy and objectives** – Currently we have no investment policy or objectives.

## Section F

## Other optional information

## Section G

## 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)

Kevin Michael Staunton

Position (e.g. Secretary, Chair, etc)

Treasurer

Date

11<sup>th</sup> May 2019





Charity Name <b>Friends of Hope For Africa Missions</b>	On (if done) by whom
<b>Receipts and payments accounts</b>	
For the period from 01-Jan-18	To 31-Dec-18

CC16a

**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
FHAM Projects in South Africa	-	-	-	-	-
HFA Projects in South Africa	-	£120	-	£120	£440
HFA Grace School	-	-	-	-	-
HFA Bible College	-	£1,130	-	£1,130	£1,320
HFA School Building Project	-	£8,199	-	£8,199	£19,038
HFA Projects in Zimbabwe	-	-	-	-	-
HFA Projects in Mozambique	-	£192	-	£192	£404
HFA Projects in Malawi	-	-	-	-	-
HFA Projects in Lesotho	-	£16,880	-	£16,880	£12,833
HFA Projects in Swaziland	-	-	-	-	-
Missionary Support	-	£8,773	-	£8,773	£5,025
Sponsor A Student	-	£5,832	-	£5,832	£10,032
Sponsor A Orphan	-	-	-	-	-
Appeals	-	-	-	-	-
Administration Support	-	-	-	-	-
General Funding	£3	-	-	3	2
<b>Sub total</b>	<b>£3</b>	<b>£41,128</b>		<b>£41,128</b>	<b>£49,094</b>
<b>A2 Asset and investment sales, etc.</b>					
	-	-	-	-	-
<b>Total receipts</b>	<b>£3</b>	<b>£41,128</b>		<b>£41,128</b>	<b>£49,094</b>
<b>A3 Payments</b>					
FHAM Projects in South Africa	-	-	-	-	-
HFA Projects in South Africa	-	-	-	-	£550
HFA Grace School	-	-	-	-	-
HFA Bible College	-	£930	-	£930	£900
HFA School Building Project	-	£11,000	-	£11,000	£16,024
Sponsor A Student	-	£5,438	-	£5,438	£10,424
Sponsor An Orphan	-	-	-	-	-
HFA Projects in Zimbabwe	-	-	-	-	-
HFA Projects in Mozambique	-	£136	-	£136	£500
HFA Projects in Malawi	-	-	-	-	-
HFA Projects in Lesotho	-	£28,636	-	£28,636	£17,837
HFA Projects in Swaziland	-	-	-	-	-
Missionary Support	-	£7,820	-	£7,820	£8,348
Appeals	-	-	-	-	-
Fundraising Expenses	-	-	-	-	-
Administration Support	£767	-	-	£767	£321
General Funding	-	-	-	-	-
<b>Sub total</b>	<b>£767</b>	<b>£53,958</b>		<b>£54,725</b>	<b>£54,903</b>
<b>A4 Asset and investment purchases, etc.</b>					
	-	-	-	-	-
<b>Total payments</b>	<b>£767</b>	<b>£53,958</b>		<b>£54,725</b>	<b>£54,903</b>
<b>Net of receipts/payments</b>	<b>(£765)</b>	<b>(£12,832)</b>		<b>(£13,597)</b>	<b>(£5,810)</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	<b>(£997)</b>	<b>£26,039</b>		<b>£25,141</b>	<b>£30,951</b>
<b>Cash funds this year end</b>	<b>(£1,662)</b>	<b>£13,206</b>		<b>£11,544</b>	<b>£25,141</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	A/c 71424629	(£1,662)	£9,064	-
	A/c 71440179	-	£2,000	-
	A/c 71424637	-	£2,143	-
	<b>Total cash funds</b> (agree balances with receipts and payments account(s))	<b>(£1,662)</b>	<b>£13,206</b>	<b>-</b>
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	-
Signed by one or two trustees on behalf of all the trustees		Signature 	Print Name Kevin Staunton	Date of approval 11-May-19



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Friends of Hope for Africa Missions

On accounts for the year  
ended

31<sup>st</sup> December 2018

Charity no  
(if any)

1107368

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 /12 / 2018/**.

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

7<sup>th</sup> January 2019

Name:

Gaius A Douglas

Relevant professional  
qualification(s) or body  
(if any):

Institute of Financial Accountants

Address:

Golden Grove, Keeston Hill,

Haverfordwest, Pembrokeshire.

SA62 6AD