

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2018

Lux E Tenebris Trustees present their report, together with the audited accounts of Lux E Tenebris for the year ended 31 December 2018.

Reference and Administrative Information

Lux E Tenebris was founded by Mrs Luxley Musoni in 2015. It is registered with the Charity Commission for England and Wales as Charity No. 1165550 on 12 February 2016. The Charity's registered primary place of operation is 27 De Hague Road, Norwich, NR4 7EY.

Lux E Tenebris is a not for profit organization dedicated to restoring dignity and giving hope and pride to the disadvantaged people in our community.

In UK Lux E Tenebris aims to promote community engagement, bridge communities, and create a sense of self-worth in all deprived.

In Zimbabwe, we pursue a poverty reduction agenda in where we are concerned with the critical work of supporting Zimbabwe's destitute to improve the quality of their lives and promote wellbeing through advancing items and services. We aim to empower people and enable them to become self-sufficient.

Our Strategic Goals:

- To support the disadvantaged children in Zimbabwe to enhance their lives through education and through supporting their families and communities address poverty through various initiatives.
- To improve the socio-economic status of the families of children benefiting from Lux E Tenebris supported programmes.
- To engage with diverse community members in ways that will bring awareness to the plight of the deprived.
- To improve knowledge and confidence of community members
- To improve community engagement as a way to improve community perceptions

Our Objectives:

1. To support the less privileged children to access education and other basic needs
2. To facilitate school partnerships between Zimbabwe and England as a means of raising awareness of difference and diversity and an appreciation of different cultures of the world.
3. To facilitate community events, activities and training opportunities where people meet and learn from each other.
4. To empower community members with knowledge and information through tailored workshops to respond to the needs of the diverse communities as well as equip with life the young skills.
5. To identify activities of common interest to community members and encourage participation
6. To develop partnership working relationships with local stakeholders

Structure, Governance and Management

Lux E Tenebris is governed by its Constitution dated 5 February 2016. This constitution is filed with the Charity Commission.

Governance

The governing body of Lux E Tenebris consisting of at least three trustees who are legally responsible for its governance and management, meets a minimum of four times annually. There were six (6) Trustees who served throughout the year as Lux E Tenebris's first trustees. Lux E Tenebris has six current trustees who are listed below:

Trustee	Role held	Term (Years)	Skills/ knowledge/ Expertise
Luxley M Musoni	Chairperson	5 years	*Practicing Social worker. *Ex Banker, -MA Social Work -BA (Hons) International Development with Overseas Experience Dip Banking Dip SocSci Dip Foothealth
Beauty Gondora	Trustee	4 years	*Child Minder -BA (Hons) Social Work -Dental Nurse -Certificate in Childminding
Esther Jana	Trustee	2 years	* Practising Social worker *Ex Primary School Teacher TIC and Head -MSc Social Work -MA Education -BA Education DipEd Primary
Rutendo L Juru	Trustee	1 year	*Support worker -MSc International Business Management -BSc Business Studies -BTech Business Studies -Diploma in Mental Health Nursing -Pitman Level 3 bookkeeping & Accounts
Rumbidzai G S Gabi	Trustee	1 year	*Pharmacist -Master of Pharmacy -BSc (Hons) Pharmaceutical Science
Tsitsi R V Rabeca	Trustee	3 years	*Health Visitor -MBA -BSc Specialist Public Health Nursing Dip Registered General Nursing Areas of expertise: *Child health and development *Child safeguarding

In accordance with its constitution, trustees are selected in regard to the skills, knowledge and experience they possess which will be beneficial to the CIO's operations and for a period of three years. As first charity trustees, Trustees R Gabi and R Juru whose term of office expired were reappointed for a third consecutive term. Trustee E Jana was reappointed to serve a second term.

Management

The Trustees are responsible for setting Charity strategy and policy and ensuring that these are appropriately implemented. To help achieve this responsibility the trustees have set up the following four committees which meet regularly and refer back to Council with recommendations, except where urgent decisions are required. In this case, the Chairman will be consulted to carry out specified tasks until Council can fully consider the issues involved. Trustees are supported by volunteers and advisors in UK and in Zimbabwe.

1 Wellbeing Committee:

The committee meets regularly to advise the trustees on all aspects of wellbeing affecting beneficiaries of funding, trustees, volunteers and the local and international community that the CIO can address. They provide knowledge and consider requests for support. They are responsible for assessing requests for support as well as initiating projects to be involved in.

2 General Purposes and Finance Committee

The Committee is also responsible for the appointment of auditors and recommendation of expenditure. They are responsible for formulating the budget and monitoring it. The Committee is responsible for maintaining the bank account and responsible for investments and borrowings on behalf of the CIO.

3 Fundraising Committee

The committee meets three times a year and is primarily responsible for reviewing the financial affairs of the Charity and making recommendations to Council. This includes considering the strategic plan, annual budget and performance against budget, management of the Charity's investments, and the annual accounts and report of the auditors. The committee also acts as a sounding board to consider proposals from the Executive prior to presentation to Council. The committee is responsible for fundraising and ensures strategy matches its aims and objectives.

4 International Committee

The committee meets at least three times a year and is charged with overseeing the Charity's international work, considering future approaches and reviewing progress on existing projects.

Activities carried out during the year

The Trustees' Report on performance in achieving these plans is set out below:

Zimbabwe

In line with the Charity's strategic plan, the key projects for 2018 were:

* To focus on the education project as a way to promote wellbeing and improve quality of life through increasing volunteer visits to Magaya Primary School.

*Our Zimbabwe team made two visits to Magaya school to engage with pupils and teachers. During visits, volunteers played sports, games and engaged in activities aimed at improving conversational English among school children and cultivating confidence to speak English. It is always encouraging to see community members attending these activities as well without being invited and actively participating especially in football. Snacks are always provided and small food packs are given to pupils to take home. It was pleasing to see that donated sports equipment from 2017 was being used

*In pursuing a poverty reduction agenda, we encouraged guardians/parents' engagement into pupils' education. Volunteers educated the parents/guardians of our 7 beneficiaries on the benefits of education. Our beneficiaries' school performance has on the whole continued to decline and volunteers met with teachers and parents to chart a way to address poor performance.

*We paid fees which comprised of tuition, building fund, teachers' wages, school levy and general-purpose fund for 7 children. It was disappointing to note that two beneficiaries had dropped out of school and moved villages so they could help support the families.

*Our Zimbabwe project coordinator – Yolanda Muzomba continued to work tirelessly with Magaya School head to develop study strategies and plans of action to support our beneficiaries to improve their school performance. However, Yolanda reported that progress had been hampered by the school head experiencing ill health for most of the year.

It is hoped that in 2018, these plans will be finalised and put into action.

*The twinning of the Magaya Primary School in Zimbabwe with Newton Longville Church of England Primary School disappointingly failed. Magaya school head failed to rise to the challenge and was not responsive despite numerous prompting and support from Lux E Tenebris. Newton Longville head felt let down as her students were not getting responses to their letters and Newton Longville community, were disappointed and their spirits and efforts dampened. During Zimbabwe visit, we learnt of Magaya head's resignation after having suffered clinical depression. The twinning project, therefore, could not be revived and sadly is no longer in existence. The school has not yet appointed a new head and it is difficult to work without a head in place.

The chair – Mrs Musoni visited Magaya in August with volunteers and managed to visit parents of some of our beneficiaries so that we secure parents commitments not to withdraw children out of school amid the hardships in the country. It was pleasing that our first beneficiaries of the Lux E tenebris school fees fund, turned up to see us and update us of their progress in secondary school. This time was also used to bid farewell to two beneficiaries who are now graduating to secondary school and therefore no longer being supported by Lux E Tenebris.

The proposals to start a vegetable garden that will provide food for the school as well as gardening skills for the pupils; the feeding scheme, and the homework project had to be suspended and be revisited in the new year when the school is hopefully going to have a head appointed by the ministry of education.

Our coordinator Yolanda was nominated to represent Zimbabwe at a world youth festival discussing HIV and AIDS in Russia attended by more than 30 000 youths and students from over 185 countries.

She has gained insight into different cultures and learnt more on prevention and communication about the disease which knowledge she is eager to use with the youths we work with.

UK

*To assist in the delivery of the charitable objectives, the activities for 2018 were:

*Cash donations from regular donors.

*Meetings continued to be held in Milton Keynes where 4 of the 6 trustees live. Trustees Luxley Musoni and Rutendo Juru physically attended one meeting and the other meetings were attended via Skype.

*4 of the 6 trustees enrolled in full time university education at Masters level which impacted on their availability and commitment to the charity work. However the education will benefit the organisation as the skills and knowledge will be used to further the objectives of the charity.

* Recruitment of volunteers was low, and this is going to be further pursued in 2019.

*As agreed last year, use of PayPal was discouraged and only one donation was received through PayPal in 2018.

*The charity's quarterly magazine was temporarily discontinued due to limited activity and material. This is hoped to resume in a year's time.

*The Charity held a fundraising event where African food was prepared and served in exchange for a donation. This was a very successful event which was well attended and brought in a profit of £730.88 in a few hours.

*UK volunteers planned volunteer activities, which unfortunately they were not able to do due to lack of coordination. 2018 will focus on having the right people in the right place.

Lux E Tenebris Plans for the future

The Charity's strategic objectives for the 2019 focus on:

1. Tuition beneficiaries to remain at 6 and will receive funding until the end of their primary education. Will not recruit more students at Magaya, but to focus on other projects such as getting text books for grades 5 to 7.
2. Establish sustainable projects like seedlings project; vegetable gardens and chicken farming at Magaya School.
3. Raising the profile of the Charity through workshops in the UK and community programmes.
4. Empower people through more community engagement programmes by holding of workshops in UK in death, dying and bereavement; Basic dressmaking skills, Children safeguarding and raising awareness of domestic violence.
5. Volunteer recruitment for fund raising, accounting and IT roles
6. Hold workshops and educate other volunteers as well as youths on HIV and AIDS

7. Recruit sponsors and regular donors.

Matters on which we are required to report by exception

We declare that there are no serious incidents or other matters that trustees should have reported to the Commission but have not done so.

Lux E Tenebris

Detailed Income and Expenditure Account

For the Year Ended 31 December 2018

	£	£
B/F		238.56
Cash on hand		50.00
Turnover		
<i>Income:</i>		
Donations		1,234.00
Trustees Contributions		320.00
Give as you leave donation		4.63
Fund raising		946.88
Boot sales		0.00
SubTtl Income		2,505.51
Total		2,794.07
Administrative Expenses:		
Staff training		
Volunteer Staff Overhead Cost	143.06	
UK		
Zimbabwe		
Printing, postage and stationery		
IT & Website costs	60.00	
Telephone		
Travelling costs	100.00	
Fund raising cost	219.00	
Meeting room	155.00	
Accountancy fees	200.00	
Cargo shipping to Zimbabwe		
School fees paid	119.22	
Total Expenses	996.28	
Cash at Bank and in hand		1,797.79

Notes

The following provisions were made but not withdrawn as they were donated back

- Provision for audit costs £200.00
 - Gondora – 4 x meetings in her house @ £25 per meeting = £100.00
 - Musoni – 1 x fuel costs to meetings @ £50 per trip = £50.00
 - 1 x £55 accommodation = £55.00
 - R Juru - 1 x £50 transport to meeting = £50.00