



# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	Day	Month	Year	<b>To</b>	Day	Month	Year
	01	January	2018		31	December	2018

## Section A Reference and administration details

Charity name

CIKOKO

Other names charity is known by

Registered charity number (if any)

1145533

Charity's principal address

85 Clifton Road

Kingston Upon Thames

Surrey

Postcode

KT2 6PL

### 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	Nick Truyens			
2	Janet Lauder			
3	Graham Smith			
4	Hazel Nicholls			
5				

### 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)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing Trustees

### 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.

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

CIKOKO provides funding for the advancement of education by supporting the Mukambi Community School in Kafue National Park, Zambia.

**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)**

CIKOKO pays the teachers' salaries at the Mukambi Community School and part funds the teachers' training requirements.

During 2018, CIKOKO also raised funds to build 2 new classrooms at the school and a group of UK volunteers self-funded a trip to Mukambi to paint the new and old classrooms and to attend the opening ceremony for the new block.

We can confirm that all of the Trustees had due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

**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.



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

CIKOKO's main achievements for 2018 were:-

- continuing to pay the salaries for the teachers at Mukambi Community School and ensuring they had pay rises commensurate with their performance ratings and the Zambian inflation rate;
- setting up a Virgin Money Just Giving site to enable donations to be made to the charity including Gift Aid where relevant from UK taxpayers;
- raising the funds to complete the construction of a new school block consisting of 2 new classrooms and a new secure office;
- taking a group of volunteers to Zambia who had raised the funds for the new school block and self-funded their travel and accommodation costs;
- working with the volunteers to paint the new and the old school blocks and to interact with the pupils and the teachers on and before the official opening ceremony;
- funding the official opening ceremony event, thereby ensuring that all of the children from the community and the teachers could have the same meal as the visiting dignitaries;
- agreeing the funding of tertiary education for former Mukambi Community School pupils for 2019 and beyond; and
- fund raising a total of £40,428 throughout the year to achieve the points above and to ensure a sustainable position for funding the teachers' salaries going forward.

## Section E

## Financial review

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

CIKOKO raised £40,428 in 2018 and incurred costs of £22,366. The 2018 year-end balance in our account was £32,541.

**Details of any 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.

**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)	GRAHAM ANDREW SMITH	HAZEL KAY NICHOLLS
Position (eg Secretary, Chair, etc)		
Date	31/10/19	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
CIKOKO

No (if any)  
1145533

## Receipts and payments accounts

CC16a

For the period from	Period start date 01/01/2018	To	Period end date 31/12/2018
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### 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>					
Donations	40,428	-	-	40,428	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	40,428	-	-	40,428	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	40,428	-	-	40,428	-
<b>A3 Payments</b>					
School Expenses	5,665	-	-	5,665	-
Building Costs	14,360	-	-	14,360	-
Event Costs	2,038	-	-	2,038	-
Admin Costs	303	-	-	303	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	22,366	-	-	22,366	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	22,366	-	-	22,366	-
<b>Net of receipts/(payments)</b>	18,062	-	-	18,062	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	14,479	-	-	14,479	-
<b>Cash funds this year end</b>	32,541	-	-	32,541	-



## 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 £
B1 Cash funds	Barclays Community Account	32,541	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>32,541</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds 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			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

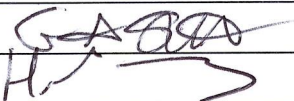

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature

Print Name

Date of approval

GRAHAM A SMITH  
HAZEL NICHOLLS

31/10/19  
31/10/19



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Cikoko

**On accounts for the year  
ended**

31 December 2018

**Charity no  
(if any)**

1145533

**Set out on pages**

(remember to include the page numbers of additional sheets)

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 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.

**Signed:**

**Date:**

31/10/2019

**Name:**

Louise Freeman

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

Chartered Accountants Ireland

**Address:**

47 Blueprint Apartments

16 Balham Grove

SW12 8AU

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).



**Give here brief details of any items that the examiner wishes to disclose.**