



Trustees' Annual Report for the period

| From | Period start date | | | To | Period end date | | |
|------|-------------------|-------|------|----|-----------------|-------|------|
| | Day | Month | Year | | Day | Month | Year |
| | 01 | 01 | 2019 | | 31 | 12 | 2019 |

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 David Staunton | Chairman | | |
| 2 | Mr Christopher Evans | | | |
| 3 | Mr Richard Hudson | | 1 st Jan – 11 th May'19 inc. | |
| 4 | Mr James Mabbett | | 11 th May – 31 st Dec.'19 inc. | |
| 5 | Mrs Vivien Staunton | | | |
| 6 | Mr Kevin Staunton | Treasurer | 11 th May – 31 st Dec.'19 inc. | |
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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. As new trustees join, training is an area which is 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.

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

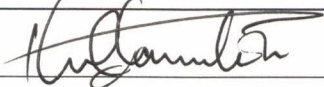
Other optional information

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 18th January 2020

Friends of Hope for Africa Missions Ltd

Income and Expenditure Account for the Year Ended 31st December 2019

| | | <u>2019</u> | | <u>2018</u> |
|---|-------------|-----------------------|--------|-------------------------|
| Allocated Funds - Sth Africa Gen | Income | £1,620 | | £120 |
| | Transferred | £1,620 | 0.00 | £120 |
| Allocated Funds - Bible College | Income | £1,300 | | £1,130 |
| | Transferred | £1,300 | 0.00 | (£930) |
| Allocated Funds - Student Sponsorships | Income | £8,032 | | £5,832 |
| | Transferred | (£7,072) | £960 | (£5,436) |
| Allocated Funds - Grace School Building Project | Income | £23,133 | | £8,199 |
| | Transferred | (£21,991) | £1,142 | (£11,000) |
| Allocated Funds - Mozambique | Income | £192 | | £192 |
| | Transferred | £192 | 0.00 | (£136) |
| Allocated Funds - Lesotho | Income | £36,944 | | £16,880 |
| | Transferred | (£27,055) | £9,889 | (£28,636) |
| Allocated Funds - Personnel | Income | £6,893 | | £8,772.56 |
| | Transferred | (£7,328) | (£435) | (£7,820.12) |
| Net Allocated Funds | | <u>£14,667</u> | | <u>(£12,832)</u> |
| Expenditure : | | | | |
| Bank Charges | | (£394) | | (£576) |
| IT expenses | | | | (£191) |
| GDPR Costs | | (£35) | | |
| Website Expenses | | (£255) | | |
| Filing Fee | | (£13) | | |
| Interest Received | | £4 | | £3 |
| | | <u>(£693)</u> | | <u>(£765)</u> |
| Excess of Expenditure over Income | | <u><u>£13,975</u></u> | | <u><u>(£13,597)</u></u> |

Balance Sheet as at 31st December 2019

| | | <u>2019</u> | | <u>2018</u> |
|--|--|------------------------------|-----------------------|------------------------------|
| Allocated Funds : | | | | |
| Grace School | | £3,843 | | £1,741 |
| Lesotho | | £17,907 | | £8,468 |
| FHAM General Fund | | £3,769 | <u>£25,519</u> (0.00) | £1,335 |
| | | | | <u>£11,544</u> (0.00) |
| Financed By : | | | | |
| Surplus/(Deficit) b/fwd at 31st Dec. 2018 | | £11,544 | | £25,141 |
| Surplus/Deficit 2019 | | £13,975 | | (£13,597) |
| Surplus/(Deficit) c/fwd at 31st Dec. 2019 | | <u><u>£25,519</u></u> (0.00) | | <u><u>£11,544</u></u> (0.00) |
| Represented by: | | | | |
| HSBC Current Account 71424629 | | £22,072 | | £7,402 |
| HSBC Money Manager Account 71424637 | | £2,147 | | £2,143 |
| HSBC Account 71440179 - formerly Reading 3000 | | £1,300 | <u>£25,519</u> 0.01 | £2,000 |
| | | | | <u>£11,544</u> 0.01 |

For the year ended 31 December 2019, the company was entitled to exemption under the section 477 of the Companies Act relating to small companies.

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

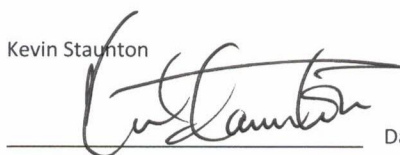
The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to the companies subject to the small companies regime.

The financial statements were approved by the Board of Directors on 18th January 2020

Signed on behalf of the Board by:

Kevin Staunton



Date: 18th January 2020



Section A

Independent Examiner's Report

Report to the trustees/
members of

Friends of Hope for Africa Missions

On accounts for the year
ended

31st December 2019

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 / 2019**.

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:

10th January 2020

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