

The Rufiji Leprosy Trust

Annual Report and Financial Statements

For the Year Ended 30 September 2014

Charity Registered in England and Wales Number: 286242

The Rufiji Leprosy Trust

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The Rufiji Leprosy Trust

Reference and Administrative Details

For the Year Ended 30 September 2014

Patron	Professor the Baroness S Hollins
Trustees	Dr A W L de Waal (President) Dr S Feather (Co-chairperson) Mr J G O'Donoghue (Co-chairperson) Mr N Bowley Ms J Cosgrave The Reverend V A de Waal Mrs R Green Mr G W W Laverton Mr R M Luxmore (Financial Trustee) Mrs V S Mead (Administrative Trustee) Mr W Powell Mr H Wilding
Independent examiner	P N Hake FCCA Albert Goodman LLP Chartered Accountants Mary Street House Mary Street Taunton Somerset TA1 3NW
Bankers	Lloyds Bank Plc 37 Market Square Crewkerne Somerset TA18 7LR
Principal office	Cherry Acre Purley Village Purley on Thames Reading RG8 8AF
Chairman - Kindwitwi Leprosy Care and Community Development Association Limited	Mr B Rwamtoga
Field address	Mr A Nguyu Manager of the Kindwitwi Leprosy Care Centre Kindwitwi Leprosy Care and Community Development Association Ltd Kindwitwi Utete Coastal Region Tanzania

The Rufiji Leprosy Trust

Trustees' Report

For the Year Ended 30 September 2014

The Trustees present their report along with the financial statements of the Charity for the year ended 30 September 2014. The financial statements have been prepared in accordance with the accounting policies set out on page 10 and comply with the Charity's governing schemes and applicable law, other statutory regulations and the Statement of Recommended Practice: 'Accounting and Reporting for Charities', SORP 2005 (Revised 2008).

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Rufiji Leprosy Trust (RLT) was founded on 10 October 1982 to continue the work with leprosy patients that was started in 1961 by the late Canon Robin Lamburn in Kindwitwi village and the Rufiji area of Tanzania. RLT is a charitable trust governed by a deed of settlement dated 10 October 1982.

The Trust operates exclusively with Kindwitwi Leprosy Care and Community Development Association (KLCCDA). This is a local charity registered in Tanzania, based in the village of Kindwitwi.

Organisational structure

The Trustees of RLT are responsible for its general control and management. They give their time freely and receive no remuneration or other financial benefits.

One of the challenges this year has been the unexpected illness of three of the trustees. This prompted a review of the organisation and structure of the Trust, and a document is in the process of being constructed that seeks to redress this eventuality. The changes anticipated would not be so fundamental that they would change the charitable status or purpose of the trust. They would cover such matters as: the quorum; quorate decisions; appointment and resignation of trustees; the nature of trustee meetings; the use of emails and teleconferences; brief descriptions of the functions of Co-chairperson(s), Financial and Administrative Trustees. It is anticipated that this document will be filed with the Charity Commission in the financial year 2014-15.

OBJECTIVES AND ACTIVITIES

Summary of the objects of the Charity set out in its governing document

The Rufiji Leprosy Trust aims to pay or apply the capital and income of the trust fund as and when received to or for such charitable purpose or purposes (including without prejudice to the generality of this clause the purpose of the prevention treatment and cure of leprosy in Tanzania or elsewhere in the world) or to or for any other charitable institution or institutions or other charitable objects anywhere in the world as the trustees shall in their absolute discretion think fit.

Summary of the main activities in relation to these objects

In planning the charity's activities, the trustees have kept in mind the Charity Commission's guidance on public benefit.

The trust operates exclusively with KLCCDA and its main activities involve the provision of human resources, services and facilities to the people of Kindwitwi, and, in particular, those with leprosy, through the funding it provides. RLT gives no funds to any other organisation. Whilst it has been very encouraging to see the KLCCDA access streams of funding other than that from RLT, RLT still remains the principle donor to KLCCDA. The trustees have confirmed their commitment and responsibilities as main donor.

ACHIEVEMENTS AND PERFORMANCE: Overview of the year ended 30 September 2014

Meetings of the trustees of RLT

There were four meetings this year, two of which were teleconferences.

Visit of trustees in September 2013

This visit yielded valuable insights which have subsequently informed the working of the trust. In particular, it reaffirmed their priorities as: ensuring ex-leprosy patients at Kindwitwi who have no other means of support are able to maintain a standard of living comparable to the other villagers; directing any investment in development towards education; leaving other better-placed donors to invest in small business loans. As a result, further funds have been made available for food and clothing on the ward, and ensuring students are able to maximise educational opportunities. This is reflected in an increase of expenditure in this area over the past twelve months.

It was evident from this visit that financial support from RLT would be needed for the foreseeable future and the trustees have looked at strategies to ensure sufficient funds remain available over the next ten years.

Activities in Kindwitwi

The Ward

RLT continued to fund the ward through KLCCDA. This included the ongoing provision of full time care for some 21 ex-leprosy patients who live in the ward and for various 'top up' supports for those able to live semi-independently in the village. It was noted that although some full time care patients had died, their places had been taken by those no longer able to live 'semi-independently'. The visiting trustees were of the opinion that the standard of living of those in the Ward could be enhanced by supplementing the meals and by providing new mattresses and lamps, and that this improvement could not be afforded by their relatives in the village. Accordingly, additional finance from RLT was authorised and these improvements set in train.

Leprosy work

KLCCDA continues to work with and provide support to the local TB and Leprosy officer in finding and treating leprosy patients in the area. The shoemaker continued his valuable work.

RLT funds KLCCDA in its efforts to raise awareness of the disease of leprosy, in particular the advantages of early recognition, and to stamp out the stigma still associated with the disease. One example of this is the funding of 'the Annual International Leprosy Day' which is held at a different venue each year.

The Dispensary

The clinical services provided by the dispensary and its three nurses continued to be valued by all the local community.

Kindwitwi Development Association

The trustees have noted the care and increasing efficiency with which KLCCDA guides and monitors the activity of this village initiative, whose funding comes from the Trust via KLCCDA.

FINANCIAL REVIEW

Policy on reserves

Along with many other charities, our income dropped this financial year, while our expenditure increased resulting in a deficit that was met from reserves. As our donor base continues to decline, we anticipate that this trend will apply in the foreseeable future. As a consequence, the reserves that have been built up in the past will have to be used to support future activities. We shall continue to monitor the annual level of income and expenditure closely to ensure that we can support the Village financially well into the future.

Funding the work of RLT

The trustees continue to profile the work of the Trust and keep donors engaged via its newsletter, website and the social media sites of Facebook and Twitter.

Trustees have personally been involved in fundraising in their localities. One trustee did a sponsored cycle ride the length of the Kennet and Avon canal. Another organised an awareness-raising concert '*Rufiji Ngoma*', held to coincide with World Leprosy Day, and RLT is grateful to the local bands in Exeter who donated their time to this event.

Regular donors have also been encouraged to make a legacy to RLT if they were drawing up their will.

Support

We are keenly aware that all this work is made possible by the commitment and generosity of supporters of the trust. This year, personal letters of thanks were posted to regular long term donors who were apparently so pleased by this gesture that they encouraged several of their friends to become donors. However, we are most grateful not only to our regular supporters and those bodies that give us substantial grants, but also to those who make one-off donations.

.....
S Feather
Co-chairperson

.....
J G O'Donoghue
Co-chairperson

Date:

Date:

The Rufiji Leprosy Trust
Statement of Trustees' Responsibilities
For the Year Ended 30 September 2014

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Trustees are required by the law applicable to charities in England and Wales to prepare financial statements for each financial year which give a true and fair view of the charity's state of affairs and its incoming resources and application of resource for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity and enable them ensure the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

The Rufiji Leprosy Trust
Independent Examiner's Report
For the Year Ended 30 September 2014

I report on the accounts of the Trust for the year ended 30 September 2014, which are set out on pages 7 to 10.

Respective responsibilities of Trustees and examiner

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general directions given by the Charity Commissioners. 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 the seeking of explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act and the regulations made thereunder have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
P N Hake FCCA
Albert Goodman LLP
Mary Street House
Mary Street
Taunton

Date:

The Rufiji Leprosy Trust
 Receipts and Payments Account
 For the Year Ended 30 September 2014

	Unrestricted £	Restricted £	2014 £	2013 £
Income receipts				
General donations	19,836	-	19,836	25,861
Tax repayments (on general donations)	2,461	-	2,461	3,023
Grant income	-	6,660	6,660	5,000
Bank interest	233	-	233	173
Total receipts	<u>22,530</u>	<u>6,660</u>	<u>29,190</u>	<u>34,057</u>
Direct charitable expenditure				
Kindwitwi account (page 8)	(33,714)	(6,660)	(40,374)	(42,747)
	<u>(11,184)</u>	<u>-</u>	<u>(11,184)</u>	<u>(8,690)</u>
Fundraising expenditure (page 8)	(1,121)		(1,121)	(2,596)
Governance expenditure (page 8)	(747)	-	(747)	(1,502)
Net (payments)/receipts for the year	(13,052)	-	(13,052)	(12,788)
Bank balances at 1 October 2013	129,785	-	129,785	142,573
Bank balances at 30 September 2014	<u>116,733</u>	<u>-</u>	<u>116,733</u>	<u>129,785</u>

The financial statements were approved by the Trustees at a meeting held on

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 S Feather
 Co-chairperson

.....
 J G O'Donoghue
 Co-chairperson

.....
 R Luxmore
 Financial Trustee

The Rufiji Leprosy Trust
Schedule of Expenditure
For the Year Ended 30 September 2014

	Unrestricted £	Restricted £	2014 £	2013 £
Expenditure of Kindwitwi				
Leprosy control	1,579	-	1,579	1,657
Local administration (including salaries)	22,887	-	22,887	21,846
Ward and dispensary	504	6,660	7,164	6,717
Village development	4,386	-	4,386	3,589
Vehicles and machinery	4,086	-	4,086	3,515
Patients' welfare	272	-	272	302
Rest house	-	-	-	514
Staff Loans	-	-	-	3,369
Equipment	-	-	-	304
Miscellaneous	-	-	-	934
	<u>33,714</u>	<u>6,660</u>	<u>40,374</u>	<u>42,747</u>
Fundraising expenditure				
Travel	433	-	433	1,831
Newsletters	489	-	489	435
Website	-	-	-	190
Postage, telephone and copying	199	-	199	140
	<u>1,121</u>	<u>-</u>	<u>1,121</u>	<u>2,596</u>
Governance expenditure				
Travel costs – trustees' meetings	205	-	205	946
Accountancy	517	-	517	504
Bank costs	-	-	-	27
Annual subscription	25	-	25	25
	<u>747</u>	<u>-</u>	<u>747</u>	<u>1,502</u>

The Rufiji Leprosy Trust

Statement of Assets & Liabilities and Notes to the Accounts

As at 30 September 2014

1 Cash funds

	2014 £	2013 £
Bank balances:-		
Trustee account	7,564	10,533
CAF Gold account	99,054	119,252
Virgin Money Charity account	10,115	-
	<u>116,733</u>	<u>129,785</u>

2 Other monetary assets

	2014 £	2013 £
Tax repayment due	644	624
	<u>644</u>	<u>624</u>

3 Other monetary liabilities

	2014 £	2013 £
Accrued fee for independent examination and accounts	450	420
	<u>450</u>	<u>420</u>

4 Assets retained for the charity's own use

The Trust has purchased a number of assets, mainly for use in the village of Kindwitwi. Following the creation of the Kindwitwi Leprosy Care and Community Development Association on 1 January 2007, a company based in Kindwitwi, all assets previously retained for the charity's own use were transferred to this company.

5 Basis of accounting

The financial statements have been prepared on the receipts and payments basis and in accordance with the Statement of Recommended Practice "Accounting and Reporting for Charities", SORP 2005 (Revised 2008).

The Rufiji Leprosy Trust

Statement of Assets & Liabilities and Notes to the Accounts

As at 30 September 2014

6 Trustees' remuneration and expenses

No remuneration or benefits, directly or indirectly, out of the funds of the charity, were paid or payable in the year to any Trustee or to any persons known to be connected with any of them.

During the year, expenses were reimbursed to 6 (2013 – 6) Trustees in respect of the following:

	2014 £	2013 £
Newsletter costs	489	435
Postage and telephone	199	140
Travelling expenses	638	2,777
	<u>1,326</u>	<u>3,352</u>

7 Employees

There were no employees during the year.

8 Restricted funds

During the year, the Trust received restricted grants of £6,660 (2013 - £5,000). Included within this is £3,660 from the British Medical Association used to fund leprosy treatment and patient care, as well as £3,000 funding from Persula Trust for the dispensary.