

MISTHY CEE DEVELOPMENT CENTRE (UK) (limited by guarantee)

**REPORT AND FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2008**

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Registered charity number – 1117486

Company number – 5964511

MISTHY CEE DEVELOPMENT CENTRE (UK) (limited by guarantee)

LEGAL AND ADMINISTRATIVE INFORMATION:

Name & Charity Number:

Misthy Cee Development Centre (UK): Registered Charity No 1117486

Correspondence Address:

10 Fallodon Way
Bristol
BS9 4HR

Trustees:

Peter Smith
Rachel Gilbert
Lisa Porter
Gillian Elloway Smith
Michael Reading

Bankers:

The Co-operative Bank Plc
PO Box 250
Skelmersdale
WN8 6WT

Accountants:

Hollingdale Pooley
23 Westfield Park
Bristol
BS6 6LT

MISTHY CEE DEVELOPMENT CENTRE (UK) (limited by guarantee)

Trustees Annual Report for the period ended 31 March 2008

The Trustees present their report for the period from 12 October 2006 to 31 March 2008. Due to the Trustees' status as directors under the Companies Act 1985, this report constitutes a directors' report as required by section 235 of the Companies Act 1985 and has been prepared taking advantage of the exemptions conferred by Part VII of this Act.

Objectives and Activities

The overall objective of the charity is to relieve poverty and advance education amongst children in the Ashanti region of Ghana, in particular but not exclusively those who are homeless, orphaned, disadvantaged or disabled.

The aim of the charity during the period has been to: recruit sponsors for children at the Misthy Cee Development Centre, a children's home in the town of Akomadan in the Ashanti region of Ghana; receive the monthly donations of the sponsors; and remit the sponsorship money to the Centre; and raise funds for one-off purchases at the Centre.

The Misthy Cee Development Centre was founded in 2001 by Siaka Stevens (aka Misthy Cee) to help orphans and disabled and street children, and provides care for approximately 60 children who are orphans (some as a result of AIDS) or their families are otherwise unable to attend to their needs.

The Trustees set up the charity after being involved with a building project organised by Hands Around The World (reg charity no 1097626) at the Misthy Cee Development Centre in 2006. While Hands Around The World is helping to establish the infrastructure for the Centre, through successive building projects, the purpose of the charity is to provide regular, on-going financial assistance for the Centre.

Achievements and performance

During the period, the charity recruited 26 sponsors who donated £3,345 for sponsorship of children attending the Misthy Cee Development Centre. By 31 March 2008, £3,300 of the sponsorship money had been remitted to the Centre in Ghana.

In February 2007, the charity held its launch event at a West African restaurant in Bristol.

In October 2007, two Trustees were volunteers on another Hands Around The World project, helping to build a school at the Centre, which gave them an excellent opportunity to meet the children cared for at the Centre, and to take out gifts from the sponsors.

In November 2007, the charity applied for and received an award of £1,000 from the Co-operative Bank's Customer Fund, to help buy a generator and other electrical equipment for the Centre, which is situated a couple of miles outside the town and does not have mains electricity.

The charity is also delighted to have been able to help develop a link between a Bristol football club (Stoke Lane AFC) and one in Akomadan – this two-way link is providing the Ghanaian club with much-needed kit and support, and is giving a unique insight for the Bristol club into the lives of fellow football enthusiasts in another part of the world.

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Future Plans

The Trustees aim to increase the number of sponsors of children at the Misthy Cee Development Centre over the next three years from 26 to 60, and provide funding for other essential items at the Centre in response to appropriate requests.

Since the Centre does not have mains electricity, the Trustees are keen to explore the possibility of installing a solar electric system to supplement and/or replace the need for the generator.

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The company was incorporated on 12 October 2006. The company was registered as a charity on 5 January 2007.

Recruitment and Appointment of the Trustees

The directors of the company are also charity Trustees for the purposes of charity law.

The Trustees regularly review the skills and experience base of its board to reflect the needs of the organisation. Induction is seen as a key element in retaining and supporting Trustees.

Management Committee Induction and Training

New Trustees are given clear advice and support in relation to their obligations. All relevant documentation is made available including details of its resourcing, the current financial position as set out in the latest set of accounts and information about future plans and the strategic development of the Charity.

In June 2007, one of the Trustees attended an event, organised by the Charity Commission and the Office of the Third Sector, on the implementation of the Charities Act 2006; and another Trustee attended a CRB Recruiter Training session.

Day-to-day management

The Trustees currently undertake the day to day management of the charity due to its current small size. The charity currently has no employees.

Financial Review, investment policy and reserves

Financial review

At 31 March 2008 the Charity had net assets of £1,873, of which £1,828 are unrestricted funds.

The Trustees are confident that the Charity is financially secure to deliver its programme of activities for 2008/09.

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Investment policy

As reserves are currently at a low level, all funds are currently held on a bank current and instant access deposit account.

Reserves policy

The Trustees aim to hold free reserves equal to 12 months' UK running costs. This is to ensure the continued running of the charity if unrestricted funding decreased, until new sources of funding were found. This gives a target for free reserves of around £500. The level of free reserves at 31 March 2008 was £1,828. If the free reserves are above the target level at 31 March 2009, the trustees will consider making an additional distribution of funds to the Centre in Ghana equal to the surplus.

Risk Management

The Trustees are currently developing their risk management strategy which will include the following areas:

- Child protection policies in respect of charity Trustees who will visit the Misthy Cee Development Centre;
- Financial controls to ensure that sponsorship money is not misappropriated in either the UK or Ghana.

Statement of Trustees' Responsibilities

Charity law requires that Trustees prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing these statements, the Trustees are required to:

- a) select suitable accounting policies and then apply them consistently
- b) make judgements and estimates that are reasonable and prudent
- c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements
- d) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the preventions and detection of fraud and other irregularities.

Signed on behalf of the Trustees:

Date:

MISTHY CEE DEVELOPMENT CENTRE (UK) (limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD ENDED 31 MARCH 2008**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2008 £
INCOME AND EXPENDITURE				
Incoming resources from				
Generated funds:				
<i>Voluntary income</i>				
Donations				
Sponsorship of children			3,345	3,345
Co-op Customer Fund		1,000	-	1,000
Gift aid donations		255	-	255
Tax receivable on gift aid donations		72	907	979
Other donations less than £500		383	-	383
<i>Investment income</i>				
UK bank interest		13	-	13
<i>Fundraising income</i>				
		1,133	-	1,133
		<hr/>	<hr/>	<hr/>
TOTAL INCOMING RESOURCES		2,856	4,252	7,108
		<hr/>	<hr/>	<hr/>
RESOURCES EXPENDED				
Costs of generating funds				
Printing of leaflets		145	-	145
Charitable activities:				
Misthy Cee Development Centre:				
<u>Funds transferred to Ghana</u>				
Sponsorship money paid to Centre			3,300	3,300
Payment for generator at Centre		360	-	360
Payment of school fees		107	-	107
<u>Other direct costs in UK</u>				
CRB checks		70	-	70
Bank charges (to transfer funds to Ghana)		114	-	114
Printing, postage and stationery		62	-	62
Costs of setting up charity		44	-	44
Photography costs		8	-	8
Governance costs				
Accountancy costs		118	-	118
		<hr/>	<hr/>	<hr/>
TOTAL RESOURCES EXPENDED		1,028	3,300	4,328
		<hr/>	<hr/>	<hr/>
Net incoming resources for the year		1,828	952	2,780
		<hr/>	<hr/>	<hr/>
Total funds carried forward at 31 March 2008		1,828	952	2,780
		<hr/>	<hr/>	<hr/>

The notes on pages 7 to 8 form part of these accounts.

MISTHY CEE DEVELOPMENT CENTRE (UK) (limited by guarantee)

BALANCE SHEET
AT 31 MARCH 2008

	Notes	2008 £
CURRENT ASSETS		
Debtors – tax recoverable		979
Cash at bank and in hand		1,919
		<hr/>
		2,898
CREDITORS: Amounts falling due within one year		
Accruals		118
		<hr/>
NET CURRENT ASSETS		2,780
		<hr/>
FUNDS:		
Restricted	3	952
Unrestricted		1,828
		<hr/>
		2,780
		<hr/>

The accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

The company has taken advantage of the exemption from audit available under S249A(2) and the Trustees confirm that:

- a) for the year in question, the company was entitled to the exemption under S249A(2),
- b) no notice has been deposited under S249B(2) in relation to its accounts for the financial year; and
- c) the Trustees acknowledge their responsibilities for:
 - i) ensuring that the company keeps accounting records which comply with S221 of the Companies Act 1985; and
 - ii) preparing accounts which give a true and fair view of the state of the company's affairs at the end of the financial year and of its surplus or deficit for the year in accordance with the requirements of S226, and which otherwise comply with the requirements of the Companies Act 1985 relating to accounts, so far as applicable to the company.

Approved by the Trustees on _____ and signed on their behalf by _____

Signed _____

Date _____

The notes on pages 7 to 8 form part of these accounts.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2008**

1. ACCOUNTING POLICIES

a) Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007) and follow the recommendations in the Statement of Recommended Practice – Accounting and Reporting by Charities published in March 2005.

b) Incoming resources

Grants and donations are credited to the Statement of Financial Activities in the year in which they are receivable and are allocated to the appropriate fund.

Investment income is included when receivable.

c) Reserves expended and allocation of costs

Resources expended are recognised in the period in which they are incurred. They include attributable VAT which cannot be recovered. They are allocated to the particular activity to which they relate.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. As the charity has only one activity, all costs, other than governance costs are allocated against the charitable activity.

Governance costs include those associated with meeting the constitutional and statutory requirements of the charity.

d) Fund accounting

Funds held by the charity are:

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

MISTHY CEE DEVELOPMENT CENTRE (UK) (limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2008 (continued)

2. TRUSTEES' REMUNERATION AND RELATED PARTY TRANSACTIONS

No remuneration was paid to Trustees. One Trustee was reimbursed £300 for funds that he paid personally to the Misthy Cee Development Centre on behalf of the charity. Another Trustee was reimbursed £163 for various expenses of the charity that he paid personally on behalf of the charity.

3. RESTRICTED FUNDS

	Sponsorship Fund £
Incoming resources	3,345
Outgoing resources	(3,300)
	<hr/>
Balance at 31 March 2008	45
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Purpose of restricted funds:

Sponsorship Fund

This fund is for the sponsorship of children attending the Misthy Cee Development Centre in Ghana.