

# Uzima in our Hands

Registered Charity Number 1153181



## Trustees' Annual Report

For the period 1.8.2018 To 31.7.2019

For Uzima in our Hands



*Figure 1: 'Uzima Orphan and Day-Care Centre' in the Samia district of Western Kenya*

## Uzima in our Hands

### STRUCTURE, GOVERNANCE AND MANAGEMENT

Uzima in our Hands was constituted as a Trust by a Trust Deed made on 1<sup>st</sup> August 2013. The trust's primary aim is to provide funding for the Uzima Children Orphan Centre. However, Uzima in our Hands (UK Charity) is a wholly separate entity from Uzima Children Orphan Centre.

New Trustees are appointed by the existing trustees. All trustees give of their time freely and no trustee remuneration was paid during the year

During this financial year the Trustees were:

- Joy Mowle (Chair)
- Louise Collins (Treasurer)
- Rachel Beasley (Secretary)

The Trustees met 9 times during this financial year:

21 September 2018  
19 October 2018  
23 November 2018  
14 December 2018  
18 January 2019  
5 March 2019  
26 April 2019  
24 May 2019  
5 July 2019

### Recruitment and Training:

Any trustee can suggest a new trustee to current trustees. If agreement is reached, the potential trustee is informally interviewed by one of the trustees; if further consensus is reached the person is then invited to a trustees meeting where an informed discussion and exchange of views takes place between all parties. At a separate meeting (possibly on the same day if appropriate), a decision is reached whether to invite the person to join the Trust. By this stage it is normally apparent if the person is / is not suitable and would accept the role of trustee if offered. If the person has accepted the role, they are then formally invited to a Special Meeting of Trustees which would immediately precede the next Trustees meeting at which they would be formally welcomed to the Trust and the statutory record of trustees would be amended accordingly. Prior to appointment trustees are sent full details of the Trust and Charity Commission guidance on trustees' roles and responsibilities.

## OBJECTIVES AND ACTIVITIES

### The purposes of the charity as set out in its governing document

1. The relief of sickness and preservation of health and well-being.
2. The advancement of education.
3. The relief of financial hardship in particular, but not exclusively, for 'Uzima Orphan and Day-Care Centre' in the Samia district of Western Kenya

### A Summary of the main activities in relation to those purposes for the public benefit



Figure 2: Evans Bwire Barasa

The Trust achieves its purposes for the public benefit through regular quarterly grants to Uzima Children Orphan and Day-Care Centre.

Uzima Children Orphan and Day-Care Centre is addressed to the public benefit of families with the care of orphaned or disabled children and children in exceptional need. Help and support are offered irrespective of tribe or religious affiliation.

All children at Uzima attend pre-school or primary school classes. During the school day they receive 2 free meals. Uzima children are able to access basic health care without charge at the nearby Buburi Health Clinic. Uzima has a program to offer extra support to children with special needs and a further 4 attend a local special school (Faith, Merci, Sandra and Yvonne). A social worker employed by Uzima offers further child and family support.

The Chair of Trustees or another Trustee, visits Uzima every year usually with a small group of supporters. In this way the communication and the understanding of the issues 'on the ground' are regularly improved and strengthened.

## ACHIEVEMENTS AND PERFORMANCE

### 1. The relief of sickness and preservation of health

All children at the Centre have been provided with two meals a day, 5 days a week during term time. The Centre has been able to produce some of the food they eat as well as rearing poultry and keeping some milking cows (7) with their calves.

A school-based deworming program has provided worming tablets for every child at 6 monthly intervals. Treatment and prevention of jiggers has become less of a priority as only a very few children were found affected with jiggers. These children are monitored and treated.



Figure 3: Trying on new shoes

Medical Access letters from the school are issued to all the children at the Centre who need treatment, enabling them to obtain basic health care and treatment without charge through Buburi Health Clinic. During 2018 556 children were seen at the clinic of which 265 had malaria. A number of children were taken to the hospital for assessment and treatment (as inpatients), which included clubfoot (Bravel Sunday), cerebral malaria (Jentrix Nekesa) and epilepsy (Everline Ajiambo).





Figure 4: Toilets...

A number of exceptional circumstances have required extra funds this year. Kenyan government regulations regarding the number of toilets which must be provided per child are now very strict because of concerns about cholera. While the team was in Kenya, the authorities took Evans, the director, to court and threatened to imprison him because of insufficient numbers of toilets at Uzima. They demanded £4,000 as a bail payment, which we were able to pay. To ensure the school wasn't forced to close, the funds (£7,000) have been made available, and construction of 19 toilets has started. The bail-money has since been used to pay towards the NSSF and NHIF payments to the Government.

The water tower, which had started to bow under the large water tank, has now been decommissioned as it was considered dangerous. We therefore raised extra funds to have a new water tower built.



Figure 5: Kitchen

Pascalina, Uzima's hard working and dedicated cook, was working in very smoky conditions every day, cooking meals for 300+ children on open fires in the kitchen. This had to be remediated and funds were raised for a new stove with a chimney and suitable cook ware.

The school has also benefitted from being painted on the outside walls.

## 2. The advancement of education

Salaries for 17 teaching staff including a special needs teacher, 4 cooks, 1 groundsman, a social worker and 2 night watchmen have been funded through grants from the Trust.

The total number of pupils at the end of the school year in December 2018 was 315 (up from 298). No children repeated the year due to a change in Kenyan law. In January 2019 the total number of pupils was 340.

Six children with disabilities whose special needs cannot be met within the Centre have attended two different boarding schools for children with special needs. Their school fees, transport to and from school and essentials such as bedding, uniform and toiletries have been provided through Uzima.

The area available to the children for playing and sport was limited, and next to a road. When 2 acres of land next to the school were for sale, we seized the opportunity and acquired this land. This new area will give the school a proper football pitch and space to run around safely, although, due to other more vital need, the work on the school playing field has yet to start

The vocational classrooms have been completed. They are extremely well built, large, light and there is no noise problem between classrooms.

Before they can be used as intended for vocational training the equipment, solar panels for power, and a system for harvesting water still need to be acquired. Although the money for the equipment had been raised, several urgent financial needs had to be met first (e.g. water tower and toilets). There is pressure from the government for the vocational school to be used as a more general secondary school, providing theoretical as well as vocational education.



*Figure 6: Vocational Classrooms before it was finished*

The rooms are currently being used for the older children, and for the special-needs children. This has been extremely valuable. The rooms are also used as a dining room when it's raining.

Vivienne Collins, who was part of the visiting team, was able to stay on an extra two weeks in Uzima, and used her teaching experience to provide extra training for the special needs teacher and to further develop the-system for special needs provision.

The children with Special Educational Needs were integrated in their own classes for most of the time. The new Special Needs Teacher was given a SEN language based programme and other basic teaching materials donated from the UK and was introduced to differentiation and regular intervention in ability based groups. 1:1 daily sessions were introduced to children with more severe educational needs and because of a long walk to school and no

breakfast, a milky, sweet drink was given to the children having intensive 1:1 teaching early in the day.



The Kenyan government has stated that any teachers without qualifications will no longer be able to teach from May 2019. Whilst we welcome this innovation there are 8 teachers at Uzima who have had no formal teacher training. It costs £800 per staff member for a year's training at Busia at weekends and holidays excluding the additional cost of transport. Money was raised in time to fund the first year of 8 teachers training who then started their course in May 2019.

*Figure 7: Pupils at work*

The centre is also being required to make large back-payments of unpaid social security contributions for the staff. This will benefit the teachers, past and present, giving them access to a pension and healthcare, but the back payments are a financial drain.

As Evans was recently laid low with typhoid, we are investigating whether he and the teachers are vaccinated against typhoid and other common diseases.



*Figure 8: Some of the amazing and dedicated teachers at Uzima*

As the school is growing, the organisation needs to be more mature. Although the main responsibility is with the management in Kenya we are helping where we can.

- We have written to the Kenyan Revenue Authority to confirm the charitable status of Uzima Orphan Centre, securing the tax exemption for the centre.
- We have drafted a proposed 'Roles and Responsibilities' document including a grievance policy. This to ensure all staff are treated properly, including their pay.

- A new governor was recruited from outside the school. Wilson, the pastor of the local church, will be able to provide useful input.
- We also reviewed the social media policy, after receiving news of a nearby charity who had local concerns raised about a picture posted on Facebook.

### **3. The relief of financial hardship**

The trustees consider the best method of achieving their aim of the relief of financial hardship is through the provision of education and free school meals. In addition, extra support has been made available for families within the local community who care for orphans or vulnerable children and are in exceptional need. Two families have benefitted from some extra income or food to enable them to continue to care for orphaned children. Also, the families of the 2 boys who've been in hospital for a prolonged period to treat their club foot have received some additional financial support.



#### 4. Visitors from the UK

The Chair of trustees took a group of 9 volunteers on a self-funded visit to the Centre in February. They brought with them donations of uniform, sports equipment and educational materials. The chair of the trust stayed at Uzima for over 5 weeks.



## **SERIOUS INCIDENTS**

The trustees can confirm that there have been no serious incidents or other matters that should have been reported to the Commission.

## FINANCIAL REVIEW

### Funding

The charity's primary source of funding is from Standing Orders from individuals in the form of sponsorship. This money thus donated is not given to the individual child but is used to provide a reliable source of income to keep the Orphan Centre running. This is made clear to would-be sponsors. Specific fundraising events are held to raise money for new projects such as the building of vocational classrooms.



Figure 9: Cream tea to raise funds for Uzima

### Reserves Policy

During the financial year, the trust has succeeded in its stated aim to build a contingency fund of circa £5k. However by the end of the year some of the reserve fund has been used to finance a number of necessities (Water tower, kitchen and toilets). However, by the end of the month we were due in excess of £3,500 from Give As You Live (relating donations received in June and July) and a substantial amount of gift aid claimed over the donations received in May, June and July. With these amounts due, we will be able to rebuild the reserves quickly.

This level of reserves means that the Trust can respond to unforeseen emergencies or other unexpected need for funds. It also ensures continuity in the event of a large variation of income, or fluctuations in the exchange rate. Our aim is to retain sufficient funds to provide Uzima Orphan Centre with a steady income, and to take into account planned commitments such as school fees and building work which may not be met by future income alone. With the increased number of children the quarterly amount to be transferred has been increased from £5,500 to £6,000. This grant is now based on the Kenyan shillings amount of 800,000 Ksh to help keep the Kenyan income from fluctuating especially during Brexit.



Figure 10: Water tower (from clip at YouTube)

## Review of the charity's financial position at the end of the period

The accounts are prepared in accordance with GORP 2005 using the receipts and payments basis.

There have been no payments to the Trustees, related parties or volunteers except twice a loan of £500 from one of the trustees to the charity, solving a temporary liquidity shortage while sending a grant to Kenya. These loans were paid back by the charity within the same calendar month.

The charity has no stock or any assets except the cash balances at the bank accounts or payment providers.

During December, as the work of supporting children with special needs has become an established part of what Uzima does and after consultation with relevant donors, we have unrestricted the Special Needs account. It gives the team in Kenya more flexibility and reduces the administrative burden in the UK.

The program for children with special needs will continue as before, in fact we are praying for visionaries in Kenya who will find new ways to expand and strengthen it; however, it will no longer be funded separately from the rest of the work of Uzima.



In our administration we have split out the bank charges from donations on all income channels (e.g. Stripe, PayPal, GoCardless) in order to better monitor and potentially reduce these charges. This change in administration reflects in the report as a small increase in bank charges and, with the same amount, in donations. In an effort to reduce bank charges we are now using Stripe for ordinary card payments.

BT MyDonate ceased to operate in June and we have engaged with Donation Manager (Total Giving and Now Donate) for the online donations and fundraising.

One of the focus points this year was the collection of Gift Aid forms, which allow the charity to claim 25p on every pound donated. We received this year £9,657 Gift Aid from HMRC (last year £8,566) plus an additional £2,643 of Gift Aid over previous years.



The total receipts in our financial year 2018/2019 have been £23,000 higher than the previous financial year, due to increased donations, fundraising efforts and gift aid.

While dipping into our reserves, we paid £101,108 to Uzima compared to £66,987 last year. Our internal cost (consisting of bank charges and fundraising cost) was 0.41% (i.e. 99.59% of the received funds are going directly to Uzima).

## Details of fund materially in deficit

Not applicable



**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity Number**  
1153181

**Principal Address**  
The Old Mission Room,  
Norton Green,  
Freshwater, Isle of Wight  
Postcode: PO40 9RY



Figure 11: Website:  
[www.uzimainourhands.org](http://www.uzimainourhands.org)

**Names of the charity trustees who manage the charity**

Joy Mowle	Chair
Rachel Beasley	Secretary
Louise Collins	Treasurer

**DECLARATIONS**

The trustees declare that they have approved the trustees' report above.  
Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Joy Mowle	Louise Collins
<b>Position</b>	Chair	Treasurer

**Date**

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**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

# Receipts and Payments Accounts

Charity Name **Uzima In Our Hands**

Charity number (if any) **11531.81**

For the period from **01/08/2018**

to **31/07/2019**

## Section A

## Receipts and payments

A1 Receipts	Unrestricted Funds	Restrictd funds	Endowment Funds	Total Funds	Last Year
Donations	62,168	1,305		63,473	51,352
Fund Raising	15,978	-		15,978	9,905
GiftAid	13,498	-		13,498	8,566
Grants	1,000	-		1,000	1,000
Other Income	-			-	-
Interest	2	1		3	1
	-	-		-	-
<b>Sub total</b>	<b>92,646</b>	<b>1,306</b>	<b>-</b>	<b>93,952</b>	<b>70,825</b>
<b>A2 Asset and investment sales, etc.</b>				-	-
<b>Total Receipts</b>	<b>92,646</b>	<b>1,306</b>	<b>-</b>	<b>93,952</b>	<b>70,825</b>
<b>A3 Payments</b>					
Grants to Uzima Day Centre	- 97,385	-		- 97,385	- 59,641
Grants to Uzima S/N	-	- 3,140		- 3,140	- 5,515
Bank charges	- 329	- 2		- 331	- 207
FOB Transfer				-	-
Cost School Shirts	- 662	-		- 662	- 1,832
Fund Raising Cost	- 50	-		- 50	- 1,250
				-	-
				-	-
	-	-		-	-
<b>Subtotal</b>	<b>- 98,426</b>	<b>- 3,142</b>	<b>-</b>	<b>- 101,568</b>	<b>- 68,444</b>
<b>A4 Asset and investment purchases, etc</b>				-	-
<b>Total Payments</b>	<b>- 98,426</b>	<b>- 3,142</b>	<b>-</b>	<b>- 101,568</b>	<b>- 68,444</b>
<b>Net of receipts / (Payments)</b>	<b>- 5,780</b>	<b>- 1,836</b>	<b>-</b>	<b>- 7,617</b>	<b>2,381</b>
<b>A5 Transfer of funds</b>	<b>-</b>	<b>0</b>		<b>0</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>7,453</b>	<b>1,841</b>	<b>-</b>	<b>9,294</b>	<b>6,914</b>
<b>Cash funds this year end</b>	<b>1,673</b>	<b>5</b>	<b>-</b>	<b>1,678</b>	<b>9,294</b>

## Section B Statement of assets and liabilities at the end of the period

	Details	Unrestricted Funds	Restrictd funds	Endowment Funds
B1 Cash funds	Bank - Main	742	-	
	Special	916	0	
	Vocational Room	0	5	
	Paypal	- 0	-	
	Stripe	15	-	
	<b>Total cash funds</b>	<b>1,673</b>	<b>5</b>	

	Details	Unrestricted Funds	Restrictd funds	Endowment Funds
B2 Other Monetary Assets				

	Details	Funds to which asset belongs	Cost (Optional)	Current Value (Optional)
B3 Investment assets				

	Details	Funds to which asset belongs	Cost (Optional)	Current Value (Optional)
B4 Assets retained for the charity's own use				

	Details	Funds to which liability relates	Cost (Optional)	Current Value (Optional)
B5 Liabilities				

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

signature

Print name

Date of approval

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**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**Independent examiner's report on the  
accounts**

**Section A Independent Examiner's Report**

**Report to the trustees/  
members of**

Uzima In Our Hands

**On accounts for the year  
ended**

31 July 2019

**Charity no  
(if any)**

11531.81

**Set out on pages**

10 and 11

(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 31/07/2019.

**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:**

*SSA*

**Date:**

15/5/2020



Name: JOSHUA FABERMAN

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

ACCA

Address: E603 ROYAL CRESCENT APARTMENTS  
SOUTHAMPTON  
SO14 3AF

**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.**

*None*