

# *Hereford Muheza Link Society*

## **TRUSTEES ANNUAL REPORT AND ACCOUNTS 2023**

### 1. **INTRODUCTION**

2023 was an exceptional year for the charity with generous donations from a range of local bodies/charities including: CI Birane Foundation, C Champion Smith, Medicines for Muheza, M Pengilly, students and income from members subscriptions and activities. Total income was £60,727 (£77,558 in 2022). The most significant donations (noting that as a small charity all subscriptions are significant) were as follows:

£3,000	-	CI Birane Foundation
£8,465	-	Medical Students Donations to Education Fund
£1,732	-	Membership and Members Contributions
£1,559	-	Just Giving
£16,210	-	Individual contributions to Hospice
£3,600	-	M Pengilly
£2,833	-	Doctors

The income has allowed the Charity to plan for future exchange visits of health workers between Herefordshire and Muheza District for study, teaching and clinical services. It has also allowed the range of actions to be maintained including utilising the Hospice donations for Hospice services at St Augustine's Hospital in Muheza. Total expenditure was £72,641 (£50,776 in 2022). The main items of expenditure were as follows:

£60,820	-	On Hospice care in Muheza
£6,280	-	Medical courses for Muheza staff
£3,108	-	Medical equipment and work on ward
£1,582	-	Flights and associated costs for visitors

**K. A. Lappin**  
**Hon. Treasurer**

## 2. **ANNUAL REPORT AND REVIEW OF THE YEAR**

### a) **The Charity**

The name of the Association is The Hereford – Muheza Link Society.

The Society began in the late 1980s and was part of the Herefordshire NHS Charitable Funds. In mid 2001 the Society became an independent registered charity (no. 1086887) and continues to have very strong support from the Herefordshire NHS bodies.

### b) **Objects of the Charity**

These are as follows:

The relief of sickness and the prevention of illness and suffering in Muheza District and adjacent Districts in Tanzania by: -

- 1) providing books, information, and visits of health workers between Herefordshire and Muheza District for study, teaching and clinical services,
- 2) facilitating the development of skills,
- 3) providing advice and help with diagnoses, and
- 4) the donation of equipment, drugs, dressings and monies to Muheza Hospital and District, and arranging for their delivery.

The Trustees consider that the above objectives are consistent with the Charity Commission's guidance on public benefit.

### c) **Structure of the Charity (as at 31<sup>st</sup> December, 2021)**

#### i) ***The Trustees:***

Dr. R Collins and K Collins  
The Village,  
Bodenham,  
Hereford, HR1 3JX.

Mr. K. A. Lappin (Treasurer)  
Graphic House,  
Ridge Hill,  
Hereford, HR2 8AG.

Mr. A. R. J. Radnor,  
330 Winslow Road,  
Bromyard,  
Hereford, HR7 4TX.

S and C Scotcher,  
Upper House,  
Westhide,  
Hereford,  
HR1 3RQ.

Dr. J. S. Dinnen,  
The Hawthorns,  
Madley,  
Hereford, HR2 9LU.

ii) ***Membership***

1) Membership of the Charity is open to:

- (i) individuals (over the age of 18 years) who are interested in furthering the work of the Charity and who have paid any annual subscription laid down from time to time by the Executive Committee, and
- (ii) any body corporate or unincorporated association which is interested in furthering the Charity's work and has paid any annual subscription (any such body being called in this constitution a 'member organisation').

2) Every member has one vote.

3) Each member organisation has one vote.

iii) ***Executive Committee***

1) The Executive Committee has not less than 8 members nor more than 12 members being:

- a) the honorary officers specified in the preceding clause;
- b) not less than 5 and not more than 9 members elected at the Annual General Meeting who shall hold office from the conclusion of that meeting.

In practice, meetings are highly participative with all members being encouraged to both attend and participate in decisions.

iv) ***The Annual General Meeting***

This is held in the early months of the new year.

d) **Key Issues arising from the Accounts**

2023 was an exceptional year for the charity with generous donations from a range of local bodies/charities including: CI Birane Foundation, C. Champion Smith, Medicines for Muheza, M. Pengilly, students and income from members subscriptions and activities. Total income was £60,727.

The following commentary provides a cross reference to issues of significance in the Accounts.

*Fund Administration*

All officers and volunteers have provided their services for free and the total cost is nil.

*Donations*

These are detailed in Appendices A, B and C. Total income was £60727 The most significant donations (noting that as a small charity all subscriptions are significant) were as follows:

£3,000	-	CI Birane Foundation
£8,465	-	Medical Students Donations to Education Fund
£1,732	-	Membership and Members Contributions
£1,559	-	Just Giving
£16,210	-	Individual contributions to Hospice
£3,600	-	M Pengilly
£2,833	-	Doctors

*Independent Examination*

The accounts are reviewed and signed by a CCAB accountant who is not a member of the society.

e) ***Reserves Policy***

The Charity has no overheads or paid employees. It plans to spend all its resources shortly after receipt and in consequence holds minimal reserves in cash accounts with Barclays Bank and Santander Bank.

f) ***Risk Management***

The Charity has two main risks and these are managed as follows:

- i) Abuse of its financial resources. This is managed by ensuring that all income is banked and that expenditure requires the signature of two officers of the charity. The accounts are also reviewed by an accountant outwith the Society.
- ii) Ill health of visitors to or from Muheza. This is managed by providing visitors to Muheza with a small medical pack and, as a UK General Hospital, providing access to medical staff should visitors to the UK become ill.

				Appendix A
<b>HEREFORD - MUHEZA LINK SOCIETY</b>				
<b>INCOME AND EXPENDITURE ACCOUNT</b>				
<b>FOR THE PERIOD 1st JANUARY, 2023 TO 31st DECEMBER, 2023</b>				
<b>EXPENDITURE</b>				<b>INCOME</b>
Boniface Flight	£703.37		Members & Members Contributions	£1,732.00
Train + Hotel Winchester	£229.24		PE	£350.00
Subsistence	£250.00		Charities Aid Foundation	£19.28
Visa etc	£400.00	£1,582.61	Interest	£76.38
Contribution Equip And Hill Ward		£500.00		
Excess of Income Over Expenditure		£95.05	Excess of Expenditure Over Income	£0.00
<b>TOTAL</b>		<b>£2,177.66</b>	<b>TOTAL</b>	<b>£2,177.66</b>
				Appendix B
<b>HEREFORD - MUHEZA LINK SOCIETY</b>				
<b>INCOME AND EXPENDITURE ACCOUNT - EDUCATION FUND</b>				
<b>FOR THE PERIOD 1st JANUARY, 2023 TO 31st DECEMBER, 2023</b>				
<b>EXPENDITURE</b>				<b>INCOME</b>
Equipment And Hill ward		£3,109.00	Student Contributions	£8,465.14
Neema's Semester Fees		£2,200.00	Dirct Debits	£310.00
Julius Diploma		£3,180.00		
Gerrards Cost		£900.00		
Bank Charges		£31.00	Interest	£136.42
Excess of Income Over Expenditure		£0.00	Excess of Expenditure Over Income	£508.44
<b>TOTAL</b>		<b>£9,420.00</b>	<b>TOTAL</b>	<b>£9,420.00</b>
				Appendix C
<b>HEREFORD - MUHEZA LINK SOCIETY</b>				
<b>INCOME AND EXPENDITURE ACCOUNT FOR THE HOSPICE FUND</b>				
<b>FOR THE PERIOD 1st JANUARY, 2023 TO 31st DECEMBER, 2023.</b>				
<b>EXPENDITURE</b>				<b>INCOME</b>
January Transfer	5,000.00		Individual Donations	16,210.50
Marcch Transfer	10,000.00		CI Birane Foundation	3,000.00
April Transfer	4,500.00		Education Fees	1,360.00
May transfer	4,500.00		CCS	2,400.00
June Transfer	17,000.00		M Pe	3,600.00
September Transfer	8,820.00		ES	600.00
December Transfer	11,000.00	£60,820.00	Just Giving	£1,559.31
Hands Up		£144.00	Advent	£425.00
Bank Charges		£175.00	For Edgar	£800.00
			Chieveley	£701.00
			SH	£1,000.00
			Client WILM	£300.00
			SC	£2,833.00
			Transfer	£4,500.00
			GI	£1,000.00
			RL	£625.00
			St Marys Woodford	£299.00
			Joyce Education Fees	£800.00
			TK	£550.00
			PS	£400.00
			JH	£420.00
			Gift Aid	£6,125.12
			Interest	129.87
Excess of Income over Expenditure		£0.00	Excess of Expenditure Over Income	11,501.20
<b>TOTAL</b>		<b>£61,139.00</b>	<b>TOTAL</b>	<b>£61,139.00</b>

<b>Appendix A</b>					
<b>HEREFORD - MUHEZA LINK SOCIETY</b>					
<b>INCOME AND EXPENDITURE ACCOUNT</b>					
<b>FOR THE PERIOD 1st JANUARY, 2023 TO 31st DECEMBER, 2023</b>					
<b>EXPENDITURE</b>		<b>INCOME</b>			
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	Train + Hotel Winchester	£229.24		PE	£350.00
	Subsistence	£250.00		Charities Aid Foundation	£19.28
	Visa etc	£400.00	£1,582.61	Interest	£76.38
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# Hereford - Muheza Link Society

2023

Registered Charity 1086887

## Independent examiner's statement on Charity and Accounts

I'm not a member of the Charity and do not have any direct connection with the Charity

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 appropriate accounting records were not kept in respect of the Charity; or
- 2 the accounts do not accord with those records
- 3 Expenditure is not consistent with the summary of the Charity's Aims in the Governing Document.

Robert Yardley

*Robert Yardley* FCMA CGMA

ROBERT YARDLEY

FELLOW CHARTERED MANAGEMENT ACCOUNTANT

CHARTERED GLOBAL MANAGEMENT ACCOUNTANT

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