

Charity Registration Number 1027117

# COMMUNITY PARTNERS ASSOCIATION (COPA)



## Annual Report and Accounts

For the year ended 31<sup>st</sup> March 2022

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**COMMUNITY PARTNERS ASSOCIATION (COPA)  
GENERAL INFORMATION**

**PRESIDENTS**

Sebert and Doreen Lane

<b>TRUSTEES &amp; EXECUTIVE COMMITTEE</b>	<b>Specific Responsibility</b>
Peter Gardner	Chairman
John Youe	Vice Chairman/Link with Project Trust
Elizabeth Robertson	Secretary
Paul Arthurs	Fund Raising/Publicity/IT
Bryony Clear Hill	Newsletter/Liaison with PT girls
Teressa Cornish	
Ian Robertson	Treasurer and Insurances
David Rush (Resigned 10/10/2020)	Treasurer and Insurances
Sandra Samways	Sponsorship
Verona Smith	Education
Pam Tovey (Resigned 10/10/2020)	Newsletter/Liaison with PT girls
Roger Tovey	International Finance
Connie DiLeo	
Marlene Huggins	

**PRINCIPLE PLACE OF BUSINESS (UK)**

Cricklade United Church  
Calcutt Street  
Cricklade  
SN6 6AZ

**BANKERS**

Barclays Bank Plc  
18 Southgate Street  
Gloucester  
GL1 2DJ

**EXAMINERS**

Kingscott Dix Ltd  
Chartered Accountants  
Goodridge Court  
Goodridge Avenue  
Gloucester  
GL2 5EN

**CHARITY REGISTRATION NUMBER: 1027117**

**COMMUNITY PARTNERS ASSOCIATION (COPA)**  
**Chairman's Report 2022**

In celebrating the thirtieth anniversary of COPA, we can look back with pride on how COPA has faced the many challenges, always determined to provide the resources and quality education for the children in the COPA Schools. In fulfilling this aim, the COPA UK Committee has learnt through experience to adapt its policies and strategies. This year has been no different. It began with the Annual General Meeting being held by zoom due to the continuing Coronavirus pandemic. All but one of the Committee Meetings have been held by zoom, saving travel costs for those travelling long distances but also members' travel time. The other advantage has been that Rev. Connie DiLeo (former project Director) and Marlene Huggins (former US Chair) have been able to join the Committee as co-opted members from America. The COPA US Committee disbanded during the year and their knowledge and insight has continued the international co-operation, as we empower the Fundacion (the Dominican Committee). With the Chair and Vice-Chair, Connie and Marlene have participated in zoom conversations with Pastor Pedro (Fundacion Chair) and Maribel Medez (Project Director), Connie also providing the important facility of interpreter. These meetings have been particularly useful as we continue to develop mutual understanding and look to the future of COPA without funding and management from Great Britain.

During the year the Fundacion has worked hard to secure the "namings" (payment by the State) of all staff and the leasing of now unused volunteer housing to provide income for COPA and accommodation for members of the community. The COPA UK Committee has found funding for re-roofing the dining shelter in La Hoya and the two-bedroom house in Bombita. With the State halving its funding for the resources and management of the schools, COPA's provision of funds has been most important in providing books and equipment in both schools. An exciting development during the year has been that the State chose Bombita School to be a "pilot" in developing pre-schooling from the age of 3, paying for the teaching staff. Using COPA funds for resources and the employment of teaching assistants, our Project Director and the Bombita Headteacher have organised a successful venture in which all children experience those skills so necessary for future learning. The State has recognised this achievement and La Hoya School will also become a "pilot" this next academic year. This has necessitated a remodelling of the accommodation at both schools and currently the COPA UK Committee are considering the proposals and funding. During the year Maribel has also undertaken an annual evaluation of each teacher, which has been appreciated by most teachers as they develop and improve their skills. Many have asked for this to be more frequent.

The COPA UK Committee has closely monitored the budget to provide extras in the COPA Schools and ensure that the money has a direct effect on the education of its pupils. As described above, its effectiveness is noted at local and national level.

**COMMUNITY PARTNERS ASSOCIATION (COPA)**  
**Chairman's Report 2022**

In September 2020 we announced that, in part because of recruiting and pandemic difficulties, we were no longer able to operate the child sponsorship scheme. This came at a time when the committee felt that COPA had more than achieved its ambitions and a time when the DR Government had become more positive with its education provision. We indicated that we would understand if Sponsors decided to end their support. Many have, but several have continued with their Standing Orders (we now have about one-fifth of what it was 10 years ago). Existing reserve funds will cover the current budget for the next two/three years and the planned strategy to

hand over the full management of the COPA Schools to the Fundacion in the near future.

A proposal will be put to the AGM that "Paid-up Sponsors on 31st July 2022 will be asked to stop their regular donations by 31st December 2022 and become life members whilst COPA UK exists". This is done to ensure that COPA UK continues to have an electoral body of interested people. Our aim will be to produce an annual newsletter and website updates. It will, of course, be possible for sponsors to opt out.

In the 30th Anniversary year of COPA, we recognise the fantastic work done and the influence that so many people, through their donations and volunteering, have had in the lives of the children of La Hoya and Bombita over the years. In gradually withdrawing our funding, we are saying COPA has achieved its aims and now is the time for the State and the community to continue that work using the skills and experience of the Fundacion Committee.

Thank you for your continued support.

Peter Gardner  
Chairperson of COPA UK  
Peter Gardner

## **COMMUNITY PARTNERS ASSOCIATION (COPA) TRUSTEES' REPORT**

The Trustees' submit their report and the accounts of the charity for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005, revised 2008).

### **STRUCTURE GOVERNANCE AND MANAGEMENT**

The Charity is an unincorporated trust, constituted under a trust deed and is a registered charity, number 1027117. The trust raises funds and recruits volunteers to operate various projects on the ground in the Barahona District of the Dominican Republic. Payments are made to cover specific cost requirements during the course of these projects which have been sanctioned at the trustees meetings.

At the trustees meetings, the trustees agree the broad strategy for the Trust including consideration of financing issues, project consideration and appraisal, and risk management policies.

The names of the Trustees in office at the end of the period are listed on page 1. All served on an honorary basis. Additional trustees are appointed by the members at a general meeting.

### **RISK MANAGEMENT**

The trustees have considered the risks of which the charity is exposed and implemented sufficient systems of authorisation and control to mitigate those risks. As such the Trustees consider that the risks have been minimised as far as possible

### **OBJECTS AND ORGANISATIONAL FRAMEWORK**

The Charity is established for the advancement of education, in particular through

- [i] The support and maintenance of village schools currently at La Hoya and Bombita in the district of Barahona in the Dominican Republic in such ways that are considered charitable in English law.
- [ii] For the advancement of education, in particular through the advancement of the Christian religion.
- [iii] The relief of poverty, hardship and distress, in particular without prejudice to the generality of the foregoing in the district of Barahona in the Dominican Republic.

### **FINANCIAL REVIEW**

The results for the year are shown in the Statement of Financial Activities on Page 7. During the year income from sponsors and other donations amounted to £24,473. This was supplemented by other income, comprising Gift Aid, fundraising and interest, totalling £3,417.

Expenditure during the year was £29,761.

This gave rise to a deficit of income compared with expenditure of £1,871 for the year.

The charity continued to operate in fulfilling its objectives during the year, allocating funds received largely for defined projects to the communities of Bombita and La Hoya in the Dominican Republic.

### **Reserves**

The Charity maintains a level of reserves to enable it to fund on-going and new projects. In addition, the Trustees retain a surplus over its normal operating requirement to help fund relief work in the event of hurricane and other emergencies. The level in the accounts of retained reserves is considered sufficient for these purposes.

## **COMMUNITY PARTNERS ASSOCIATION (COPA) TRUSTEES' REPORT (cont.)**

### **Volunteers and fundraising**

The Charity is ever grateful for the significant input it receives from volunteers not only at the board level but all those that give their time in fund raising, administration and also in the Dominican Republic in assisting to implement the projects on the ground. Similarly, the Charity is grateful for the financial support received from its donors and benefactors on which it relies to fund its charitable activities.

### **STATEMENT OF TRUSTEES RESPONSIBILITIES**

The law applicable to Charities in England and Wales requires the trustees to prepare financial statements which give a true and fair view of the state of affairs of the Charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so, the Trustees should follow best practice and:

- a) Select suitable accounting policies and then apply them consistently;
- b) Make sound 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; and
- d) Prepare financial statements on a going concern basis unless it is inappropriate to presume that the Trust will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the trust, and which enable them to ascertain the financial position of the Trust and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (accounts and Reports) Regulations and the provision of the Trust deed. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **TRUSTEES**

The names of the trustees in office at the beginning and the end of the period are as listed on page one.

Approved by the trustees on 16th July 2022 and signed on their behalf

Peter Gardner (Chairman)

**INDEPENDENT EXAMINERS' REPORT**  
**TO THE TRUSTEES OF**  
**COMMUNITY PARTNERS ASSOCIATION (COPA)**

I report on the accounts of Community Partners Association (The Trust) for the year ended 31 March 2022, which are set out on pages 7 to 9.

**RESPONSIBILITIES AND THE BASIS OF THE REPORT**

As the Charity's 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 EXAMINERS' STATEMENT**

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

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true a fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

PETER MORGAN FCA  
KINGSCOTT DIX LIMITED  
CHARTERED ACCOUNTANTS AND REGISTERED AUDITORS  
GOODRIDGE COURT, GOODRIDGE AVENUE  
GLOUCESTER  
GL2 5EN

Date : 09 September 2022

**Community Partners Association (COPA)**  
**Statement of Financial Activities (SoFA)**  
**Year Ended 31 March 2022**

	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>2021/22</u> <u>Total Funds</u> £	<u>Prior year</u> <u>Total Funds</u> £
<b><u>Incoming resources</u></b>				
Regular Sponsorship Receipts	-	23,393	23,393	33,553
From Project Trust towards volunteer's stipends	-	0	0	1,324
Donations for:				
School resources	-	0	0	854
University scholarship	-	690	690	780
General purposes	390	-	390	1,000
Promotional and fundraising income	15	-	15	33
Gift Aid - income tax recoverable	-	3,399	3,399	4,574
Interest received	3	-	3	108
<b>Total Incoming resources</b>	<b>A</b> 408	27,482	27,890	42,226
<b><u>Resources expended</u></b>				
<b>Direct Charitable Expenditure</b>				
Sent directly to support work in the Dominican Republic				
Education, clinic & health care	-	28,110	28,110	24,127
Volunteer's travel and insurance costs	-	0	0	330
	<b>B</b> 0	28,110	28,110	24,457
<b>Other resources expended</b>				
Newsletter costs and distribution	459	-	459	388
Website and computers	195	-	195	391
UK travel and committee costs	0	-	0	0
Trustee & employers' liability insurances	965	-	965	960
Annual general meeting costs	32	-	32	0
Stationery, postage, telephone and sundries	0	-	0	32
	<b>C</b> 1,651	0	1,651	1,771
<b>Total resources expended (B + C)</b>	<b>D</b> 1,651	28,110	29,761	26,228
<b>Net incoming/outgoing resources (A - D)</b>	(1,243)	(628)	(1,871)	15,998
<b>Reconciliation of funds</b>				
Total funds brought forward	13,573	102,775	116,348	100,350
<b>Balance of Funds at 31 March 2022</b>	<b>12,330</b>	<b>102,147</b>	<b>114,477</b>	<b>116,348</b>

**Community Partners Association (COPA)**

**Balance Sheet**

**Year Ended 31 March 2022**

	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>2022</u>	<u>Total</u> <u>2021</u>
	£	£	£	£
<b><u>Current Assets</u></b>				
<b>Monetary Assets :</b>				
Bank current account	12,315	65,572	77,887	83,161
Bank deposit account	15	29,630	29,645	29,643
US Dollar bank account	-	369	369	367
	<u>12,330</u>	<u>95,571</u>	<u>107,901</u>	<u>113,171</u>
<b>Debtors :</b>				
Gift aid debtor	-	7,973	7,973	4,574
	0	7,973	7,973	4,574
Less due to COPA USA	-	(1,397)	(1,397)	(1,397)
	0	6,576	6,576	3,177
<b>Net assets</b>	<u>12,330</u>	<u>102,147</u>	<u>114,477</u>	<u>116,348</u>
<b><u>REPRESENTED BY:</u></b>				
<b>Restricted funds:</b>				
Education, clinic & health care	-	88,583	88,583	89,211.00
Building & development projects	-	716	716	716.00
Emergency funds	-	12,848	12,848	12,848.00
<b>Unrestricted funds:</b>				
General purposes	12,330	-	12,330	13,573.00
<b>Total charity funds</b>	<u>12,330</u>	<u>102,147</u>	<u>114,477</u>	<u>116,348</u>

Approved by the Trustees on 16th July 2022 and signed on their behalf by:

**Peter Gardner**  
Chairman

**Ian Robertson**  
Treasurer

# COMMUNITY PARTNERS ASSOCIATION (COPA)

## NOTES TO THE ACCOUNTS

YEAR ENDED 31 March 2022

### [1] Accounting policies

#### [a] Basis of preparation of accounts

The financial statements are prepared under the historical cost convention and in accordance with the applicable Accounting Standards, the Charities Act 2011. In preparing the financial statements the Charity follows best practice laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005 revised: 2008).

#### [b] Income and grants

Grants, voluntary income and donations are accounted for as received by the Charity unless related to a specific period. Fundraising ventures are shown gross, with the associated costs included in fundraising costs. No permanent endowments have been received in the period.

#### [c] Restricted funds

Funds received during the year on which there has been a restriction placed by the donor have been shown within the statement of Financial Activities under Restricted Funds. Restricted funds are all maintained within the same bank accounts and not invested in separate assets.

#### [d] Value added tax

The Charity is not registered for value added tax.

### 2. Trustees' remuneration and expenses

None of the Trustees received any remuneration during the year. However, claims for travel costs associated with the attendance at committee meetings, volunteer recruiting etc are reimbursed to the trustees. The full cost of these expense claims was £Nil (2021 £0). In some cases, matching donations were made by the trustees.

Trustee and officers' indemnity insurance is in place at a cost of £373 (2021 £373) for the year.

**COMMUNITY PARTNERS ASSOCIATION (COPA)**

**NOTES TO THE ACCOUNTS**

**YEAR ENDED 31 March 2022**

**3. Movement in Restricted Funds**

	<b>01-Apr- 21</b>	<b>Added</b>	<b>Used</b>	<b>Transfers</b>	<b>31-Mar- 22</b>
	£	£	£	£	£
Education & health	89,211	27,482	-28,110	0	88,583
Building projects etc.	716				716
Emergency funds	12,848			0	12,848
	<u>102,775</u>	<u>27,482</u>	<u>-28,110</u>	<u>0</u>	<u>102,147</u>