

Charity Registration Number 1027117

**COMMUNITY PARTNERS ASSOCIATION  
(COPA)**



**Annual Report and Accounts**

**For the year ended 31<sup>st</sup> March 2023**

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

**PRESIDENTS**

Sebert and Doreen Lane

**TRUSTEES & EXECUTIVE COMMITTEE**

**Specific Responsibility**

Peter Gardner	Chairman
John Youe	Vice Chairman/Link with Project Trust
Elizabeth Robertson	Secretary
Paul Arthurs	Fund Raising/Publicity/IT
Bryony Clear Hill (Resigned 15/09/2022)	Newsletter/Liaison with PT girls
Ian Robertson	Treasurer and Insurances
Sandra Samways	Sponsorship
Verona Smith	Education
Roger Tovey (Died 28/01/2023)	International Finance
Louisa Ambler (Elected 15/09/2022)	
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)**  
**Chairperson's Report 2022-2023**

It is with great sadness that I have to report the death of Roger Tovey, a longstanding COPA trustee and committee member, in January. Roger and Pam accompanied a work group of Gloucester Beaufort Scouts to the Dominican Republic in 1996 and they were deeply moved by the very poor conditions families were living under. Over the next 26 years, Roger contributed such a lot to the management and development of this international charity, as International Financial adviser, and as Chairperson for five years. In all his roles, with his gentle, thoughtful manner he encouraged committee members to overcome the many challenges with positivity, always steering thoughts to the long term aims and strategies. His knowledge and experience of accountancy was invaluable in setting the annual budget and scrutinising the spending in the DR each month; sponsors and trustees had that continued reassurance. COPA is indebted to his service, as he played that important part, like many others, in managing and encouraging the schools to provide quality education for thousands of Dominican and Haitian children, who now have the skills to change their own society.

This is the first year that COPA UK has taken full responsibility for supervising and funding the projects in the two schools following the withdrawal of COPA US. The budget amounting to nearly £30,000 has been spent carefully to enhance the education of our pupils in each school. The schools also receive funding from the State, but this is often intermittent, so they appreciate the generosity of COPA UK in funding those “extra” educational resources. In each reception class, COPA UK funds the employment of two teaching assistants to support the teacher in providing good early years educational practice to their large classes. The continued employment of Luciana Mendez Matos (Maribel) as Project Director has a central role in supporting quality education and administering our funding to achieve our objectives. As a former headteacher, she is respected by the community and has a strong relationship with the headteachers. Together they monitor the quality of teaching and learning. We must also pay tribute to Maribel for her enthusiasm and tenacity in developing the “pilot” pre-school project to also include La Hoya School. COPA UK have supported the project by funding the modification of the buildings at La Hoya and Bombita Schools as well as providing educational resources. The “pilot” has achieved tremendous results and become the model for other schools. The COPA Schools are highly valued by The District Education Office, who have taken videos which have been shared within the regional area. This has prompted teachers from other schools to observe the classes.

All these achievements would not have been possible without the funding from COPA UK and the diligent supervision of the COPA Committee, who give so freely of their time, experience and knowledge. La Hoya and Bombita Schools continue to flourish, fulfilling the COPA ethos of providing sound education – to change the lives and opportunities of so many children. What is more remarkable, they are having an influence on the educational provision throughout the District, Region and more widely!

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 2023. 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 £19,272. This was supplemented by other income, comprising Gift Aid, fundraising and interest, totalling £2,104.

Expenditure during the year was £30,394.

This gave rise to a deficit of income compared with expenditure of £9,008 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 14th July 2023 and signed on their behalf

Peter Gardner (Chairman)

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**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 2023, 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 : 25 August 2023

**Community Partners Association (COPA)**  
**Statement of Financial Activities (SoFA)**  
**YEAR ENDED 31 March 2023**

	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>88</u> <u>Total Funds</u> <u>£</u>	<u>Prior year</u> <u>Total Funds</u> <u>£</u>
<b><u>Incoming resources</u></b>				
Regular Sponsorship Receipts	-	18,243	18,243	23,393
From Project Trust towards volunteer's stipends	-	0	0	0
<b>Donations for:</b>				
School resources	-	0	0	0
University scholarship	-	645	645	690
General purposes	394	-	394	390
Promotional and fundraising income	39	-	39	15
Gift Aid - income tax recoverable	-	2,000	2,000	3,399
Interest received	65	-	65	3
<b>Total Incoming resources</b>	<b>A 498</b>	<b>20,888</b>	<b>21,386</b>	<b>27,890</b>
<b><u>Resources expended</u></b>				
<b>Direct Charitable Expenditure</b>				
Sent directly to support work in the Dominican Republic				
Education, clinic & health care	-	28,373	28,373	28,110
Volunteer's travel and insurance costs	-	0	0	0
	<b>B 0</b>	<b>28,373</b>	<b>28,373</b>	<b>28,110</b>
<b>Other resources expended</b>				
Newsletter costs and distribution	240	-	240	459
Website and computers	360	-	360	195
UK travel and committee costs	29	-	29	0
Trustee & employers' liability insurances	870	-	870	965
Annual general meeting costs	273	-	273	32
Stationery, postage, telephone and sundries	249	-	249	0
	<b>C 2,021</b>	<b>0</b>	<b>2,021</b>	<b>1,651</b>
<b>Total resources expended (B + C)</b>	<b>D 2,021</b>	<b>28,373</b>	<b>30,394</b>	<b>29,761</b>
<b>Net incoming/outgoing resources (A - D)</b>	<b>(1,523)</b>	<b>(7,485)</b>	<b>(9,008)</b>	<b>(1,871)</b>
<b>Reconciliation of funds</b>				
Total funds brought forward	12,330	102,147	114,477	116,348
<b>Balance of Funds at 31 March 2022</b>	<b>10,807</b>	<b>94,662</b>	<b>105,469</b>	<b>114,477</b>

**Community Partners Association (COPA)****Balance Sheet**

Year ended 31 March 2023

	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>2023</u>	<u>Total</u> <u>2022</u>
	£	£	£	£
<b><u>Current Assets</u></b>				
<b>Monetary Assets :</b>				
Bank current account	12,315	53,470	65,785	77,887
Bank deposit account	15	29,696	29,711	29,645
US Dollar bank account	-	0	0	369
	<u>12,330</u>	<u>83,166</u>	<u>95,496</u>	<u>107,901</u>
<b>Debtors :</b>				
Gift aid debtor	-	9,973	9,973	7,973
	<u>0</u>	<u>9,973</u>	<u>9,973</u>	<u>7,973</u>
<b>Less due to COPA USA</b>	-	0	0	(1,397)
	<u>0</u>	<u>9,973</u>	<u>9,973</u>	<u>6,576</u>
<b>Net assets</b>	<u>12,330</u>	<u>93,139</u>	<u>105,469</u>	<u>114,477</u>
<b><u>REPRESENTED BY:</u></b>				
<b>Restricted funds:</b>				
Education, clinic & health care	-	81,098	81,098	88,583
Building & development projects	-	716	716	716
Emergency funds	-	12,848	12,848	12,848
<b>Unrestricted funds:</b>				
General purposes	10,807	-	10,807	12,300
<b>Total charity funds</b>	<u>10,807</u>	<u>94,662</u>	<u>105,469</u>	<u>114,447</u>

Approved by the Trustees on 14 June 2023 and signed on their behalf by:

Peter Gardner  
ChairmanIan Robertson  
Treasurer



**COMMUNITY PARTNERS ASSOCIATION (COPA)**

**NOTES TO THE ACCOUNTS**

**YEAR ENDED 31 March 2023**

**[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 £29 (2022 £Nil) have been held virtually (by Zoom). In some cases, matching donations were made by the trustees.

Trustee and officers' indemnity insurance is in place at a cost of £373 (2022 £373) for the year.

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COMMUNITY PARTNERS ASSOCIATION (COPA)

NOTES TO THE ACCOUNTS

YEAR ENDED 31 March 2023

3. Movement in Restricted Funds

	01-Apr- 22	Added	Used	Transfers	31-Mar- 23
	£	£	£	£	£
Education & health	88,583	20,888	-28,373	0	81,098
Building projects etc.	716				716
Emergency funds	12,848			0	12,848
	<u>102,147</u>	<u>20,888</u>	<u>-28,373</u>	<u>0</u>	<u>94,662</u>