

Charity Registration Number 1027117

COMMUNITY PARTNERS ASSOCIATION (COPA)



Annual Report and Accounts

For the year ended 31st March 2024

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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 |
| Elizabeth Robertson | Secretary |
| Louise Ambler | Member |
| Paul Arthurs | IT |
| Jeanne Butcher (elected 23/09/2023) | Member |
| Ian Robertson | Treasurer and Insurance |
| Sandra Samways | Membership Secretary |
| Verona Smith | Education |

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 2023 - 2024

Chairperson's Report 2024

The success of any charity is that it fulfils its original aim. After 33 years, the time has come for Community Partners Association UK (COPA) to totally hand over the management of the two schools and COPA buildings to the Fundacion in the DR. Over the last few years the Fundacion, under the chairmanship of Pastor Pedro, has gradually taken greater control in the decision making and the COPA UK Committee have decided that at the next AGM in September 2024 a motion will be proposed to dissolve COPA UK. The time is right, as the state are now providing decentralisation money to run the schools; the quality of teaching and provision of education is recognised locally as well as nationally; the Fundacion are stronger in their governorship; and Maribel, Project Director, is providing strong leadership and challenge to the headteachers. Moreover, the Committee have decided to fund the budget for 2024-2025 at the current level and we estimate that in October we will send over the residue of COPA money to cover the budget for the following two years. Through the generosity of COPA sponsors, the work of COPA will continue.

In November 2023 and in February 2024, Rev. Connie DiLeo visited the two schools. She was most impressed with the building and maintenance developments, the professionalism and team spirit of the staff wanting to develop all pupils' education and the financial deployment to achieve that aim. She spent time talking with the financial administrators and monitoring the administration of the budget headings, which they send monthly to the COPA UK Committee. During the year Maribel reported that the Education Ministry had inspected the two schools and found the buildings to be in good order, following external painting and applying asphalt on the roofs to avoid water filtration on the COPA buildings. The Education Ministry has approved the building of three classrooms for both Bombita and La Hoya Schools to house the Initial Departments. The COPA Schools have been part of a national "pilot" in developing pre-schooling from the age of 3. It has been such a success that the Education Ministry is now investing in the provision of building. At the time of writing, work has commenced at Bombita School. Bombita has 157 pupils and La Hoya has 72 pupils in their Initial Departments. Maribel also reported that all the teachers had received their annual evaluation, which had been greatly appreciated as they develop and improve their skills. The headteachers are proud of their schools, which provide a high standard of education for their communities, and this is recognised in the district. COPA is very grateful to Maribel for her enthusiasm and tenacity in developing the COPA Schools alongside the headteachers and the Fundacion.

The COPA UK Committee would like to express our thanks to former committee members, the many UK volunteers who have worked for COPA over the years, and the sponsors. All have contributed directly to making a difference to the education of children in these two villages. As we dissolve our COPA UK Committee we know that we all have laid the foundations for changing so many lives and this will continue in the future – a fantastic achievement!

Peter Gardner, COPA Chairperson

COMMUNITY PARTNERS ASSOCIATION (COPA) TRUSTEES' REPORT

The Trustees' submit their report and the accounts of the charity for the year ended 31 March 2024. 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 6 During the year income from sponsors and other donations amounted to £5,146.

Expenditure during the year was £29,235 of which £28,534 was sent Dominican Republic in furtherance of the charitable objectives.

This gave rise to a deficit of income compared with expenditure of £23,492 for the year.

Having largely achieved its objectives, a decision has been made to dissolve the charity at the forthcoming AGM. The remaining funds will be transferred to a body in the Dominican Republic who will be responsible for their distribution in maintaining and developing the schools in La Hoya and Bombita.

Reserves

The Charity has maintained 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. Further to the decision to dissolve the charity, the funds will be transferred from the charity as noted.

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 10th July 2024 and signed on their behalf.

INDEPENDENT EXAMINER'S 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 2024, which are set out on pages 6 to 8.

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 EXAMINER'S 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 and 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 : 30 August 2024

Community Partners Association (COPA)
Statement of Financial Activities (SoFA)
YEAR ENDED 31 MARCH 2024

| | <u>Unrestricted</u> Funds £ | <u>Restricted</u> Funds £ | <u>Total Funds</u> £ | <u>Prior year</u> Total Funds £ |
|---|-----------------------------------|---------------------------------|-------------------------|---------------------------------------|
| Incoming resources | | | | |
| Regular Sponsorship Receipts | - | 5,146 | 5,146 | 18,243 |
| From Project Trust towards volunteer's stipends | - | 0 | 0 | 0 |
| Donations for: | | | | |
| School resources | - | 0 | 0 | 0 |
| University scholarship | - | 60 | 60 | 645 |
| General purposes | 10 | - | 10 | 394 |
| Promotional and fundraising income | 0 | - | 0 | 39 |
| Gift Aid - income tax recoverable | - | 170 | 170 | 2,000 |
| Interest received | 357 | - | 357 | 65 |
| Total Incoming resources | A 367 | 5,376 | 5,743 | 21,386 |
| Resources expended | | | | |
| Direct Charitable Expenditure | | | | |
| Sent directly to support work in the Dominican Republic | | | | |
| Education, clinic & health care | - | 28,534 | 28,534 | 28,373 |
| Volunteer's travel and insurance costs | - | 0 | 0 | 0 |
| | B 0 | 28,534 | 28,534 | 28,373 |
| Other resources expended | | | | |
| Newsletter costs and distribution | 0 | - | 0 | 240 |
| Website and computers | 102 | - | 102 | 360 |
| UK travel and committee costs | 20 | - | 20 | 29 |
| Trustee & employers' liability insurances | 373 | - | 373 | 870 |
| Annual general meeting costs | 59 | - | 59 | 273 |
| Stationery, postage, telephone and sundries | 147 | - | 147 | 249 |
| | C 701 | 0 | 701 | 2,021 |
| Total resources expended (B + C) | D 701 | 28,534 | 29,235 | 30,394 |
| Net incoming/outgoing resources (A - D) | (334) | (23,158) | (23,492) | (9,008) |
| Reconciliation of funds | | | | |
| Total funds brought forward | 10,807 | 94,662 | 105,469 | 114,477 |
| Balance of Funds at 31 March 2024 | 10,473 | 71,504 | 81,977 | 105,469 |

Community Partners Association (COPA)

Balance Sheet

Year ended 31 March 2024

| | <u>Unrestricted</u> | <u>Restricted</u> | <u>Total</u> | <u>Total</u> |
|-----------------------------------|---------------------|-------------------|---------------|----------------|
| | <u>Funds</u> | <u>Funds</u> | <u>2024</u> | <u>2023</u> |
| | <u>£</u> | <u>£</u> | <u>£</u> | <u>£</u> |
| <u>Current Assets</u> | | | | |
| Monetary Assets : | | | | |
| Bank current account | 12,315 | 34,196 | 46,511 | 65,785 |
| Bank deposit account | 15 | 30,053 | 30,068 | 29,711 |
| | - | | | |
| | <u>12,330</u> | <u>64,249</u> | <u>76,579</u> | <u>95,496</u> |
| Debtors : | | | | |
| Gift aid debtor | - | 5,732 | 5,732 | 9,973 |
| | <u>0</u> | <u>5,732</u> | <u>5,732</u> | <u>9,973</u> |
| | - | | | |
| | <u>0</u> | <u>5,732</u> | <u>5,732</u> | <u>9,973</u> |
| Net assets | <u>12,330</u> | <u>69,981</u> | <u>82,311</u> | <u>105,469</u> |
| <u>REPRESENTED BY:</u> | | | | |
| Restricted funds: | | | | |
| Education, clinic & health care | - | 57,940 | 57,940 | 81,098 |
| Building & development projects | - | 716 | 716 | 716 |
| Emergency funds | - | 12,848 | 12,848 | 12,848 |
| Unrestricted funds: | | | | |
| General purposes | 10,473 | - | 10,473 | 10,807 |
| Total charity funds | <u>10,473</u> | <u>71,504</u> | <u>81,977</u> | <u>105,469</u> |

Approved by the Trustees on the 10 July 2024

Peter Gardner
Chairman

Ian Robertson
Treasurer

COMMUNITY PARTNERS ASSOCIATION (COPA)

NOTES TO THE ACCOUNTS

YEAR ENDED 31 March 2024

[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 £20.

Trustee and officers' indemnity insurance is in place at a cost of £373 (2023 £373) for the year.

3. Movement in Restricted Funds

| | 01-Apr-23 | Added | Used | Transfers | 31-Mar-24 |
|------------------------|---------------|--------------|----------------|-----------|---------------|
| | £ | £ | £ | £ | £ |
| Education & health | 81,098 | 5,376 | -28,534 | 0 | 57,940 |
| Building projects etc. | 716 | | | | 716 |
| Emergency funds | 12,848 | | | 0 | 12,848 |
| | <u>94,662</u> | <u>5,376</u> | <u>-28,534</u> | <u>0</u> | <u>71,504</u> |

