

Mamie Martin Fund

SCIO

Report and Accounts

For the year to 31 July 2020

Scottish Charity Reference

SC021483

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**Report of the Trustees
For the year to 31 July 2020**

The Trustees of the charity are pleased to present their report and the accounts for the year to 31 July 2020.

Reference and Administrative Information

Scottish Charity Number: SC021483

Registered as a Scottish Charitable Incorporated Organisation 25 February 2014.

Registered Address: Joiners Cottage
Dykehead
Cortachy
Kirriemuir
Angus
DD8 4QN

Trustees:

The following served as members of the Committee during the financial period:

Moira Dunworth	Co-convenor
Mariot Dallas	Co-convenor
Angie Wynn	Vice Convenor
Eileen Sinclair	Secretary
Lynsey Shepherd	Treasurer
William Sinclair	
Brian Kerr	

Please note since 31 July 2020 new Trustees have been elected:

Kate Jere
Alan Laverock
Sandress Nkhoma

Adviser:

Consultant on legal and other matters relating to Malawi

Alison Cameron	Patron
Colin Cameron	Former Malawi Consul in Scotland

Staff:

Hazel Dawson	Administrator, Scotland (retired Jan '20)
Doreen Lowe	Administrator, Scotland (started Dec '19)
Mercy Sibande	Manager, Malawi

Independent Examiner:

Fiona Dempster, CA

Dempster Solutions Limited, 23 Albert Place, Stirling FK8 2RF

Bankers:

Royal Bank of Scotland plc, 29 Harbour Road, Inverness, IV1 1NU

Barclays Business, Leicester, LE87 2BR

Structure, Governance and Management

The Mamie Martin Fund (MMF) is a Scottish charitable incorporated organisation (from 25 February 2014) governed by a Constitution which was approved on 21 October 1997 and amended most recently in November 2020. The charity is governed by a Board of Trustees of the charity, and who are elected by the members at the AGM. Further reference and administrative information, including the names of the trustees, is shown on page 3.

Objects and Purpose

The aim of the Mamie Martin Fund is to advance the education of young women and girls in North Malawi, in schools and other educational institutions. This is achieved through working in partnership with the Synod of Livingstonia, a Synod of the Church of Central Africa Presbyterian (CCAP) and any other organisations or schools which MMF supports.

The charity seeks to ensure that:

- No girl who has secured a place in a secondary school should have to forfeit it because of poverty
- No girl can be discriminated against on grounds of religion or race
- By working together, the charity and partners will foster better understanding and co-operation between Scotland and Malawi
- All work is undertaken in a spirit of mutual trust and respect

Activities and achievements**Core Work of MMF**

Grants totalling £26,444 were made to the schools of the CCAP Synod of Livingstonia and partnership schools, which were split according to needs. This total is made up of £25,429 granted for the school fee bursaries and a further £1,015 for a Discretionary Fund.

In 2019/20 the Mamie Martin Fund supported 90 girls with core funding in the following secondary schools:

Bandawe Girls Secondary School (BAGSS)

Karonga Girls Secondary School (KAGSS)

Elangeni Secondary School (ELASS)

Embangweni Secondary School for Deaf Children

Mchengautuba Community Day Secondary School (MCDSS)

Note: As part of other funding we also support girls studying at St Mary's Girls' Secondary in Karonga

Alison Cameron Endowment Fund

A grant totalling £50,000 was received from the Scottish Government in August 2017 to set up the Alison Cameron Endowment Fund. This fund supports a further 23 girls through secondary education in our partner schools for four years and all 23 girls started in year 3 in September 2019. A further £50,000 was received from the Scottish Government in October 2018 towards this fund, taking the total to £100,000. This extra income supports a further 22 girls, who started in year 1 in September 2019. Overall, £20,581 of this grant has been spent this financial year.

Capacity Building

A grant of £9,423 was received from the Scottish Government International Small Grants Programme in April 2018. The majority of this was spent in the 2018-19 financial year, however the remaining underspend of £61 of this grant was spent this financial year.

Thompson Scholarships

In 2019, the Thompson Scholarships were created to recognise the work of Jack and Phyllis Thompson and be a mark of appreciation of their work in Malawi and their consistent support of education in Malawi. These scholarships were created in conjunction with the family of Jack and Phyllis Thompson and the Scottish Government. They support the education of an additional three girls through secondary education, who started school in September 2019. In this financial year £2,479 has been spent on these scholarships, and income of £6,505 has been recognised under deferred income.

Financial Review for the year to 31 July 2020

These accounts cover the 12-month period to 31 July 2020. The previous financial reporting period covered the 12-month period from 01 August 2018 to 31 July 2019.

There was a net decrease in funds of £8,839 during this period.

Incoming resources included regular donations of £ 31,252, including £4,316 in Gift Aid.

Income of £ 20,642 was recognised from qualifying expenditure relating to the Alison Cameron Endowment Fund and Scottish Government International Small Grants Programme. A total of £20,581 was expended from the Alison Cameron Endowment fund, and £61 from the Scottish Government capacity building grant. Total grant income recognised in the year was £ 23,121.

Resources expended are shown in Note 3 and include grants payable of £25,429 for the bursary fund and £1,015 for the Discretionary Fund as analysed in the Note.'

Movements in the various funds over the year are shown in note 7, which includes a description of each fund.

Total reserves of £ 30,803 of which £28,323 are held in the general unrestricted fund, which represents the free reserves of the charity.

Reserves policy

The Trustees aim to maintain reserves at a level sufficient to cover the costs of school fees for all currently supported girls for one academic term, and to meet salary and office costs for the administrators in Malawi and Scotland for three months.

The current cost of keeping a girl in school for one year is on average MK 300,153; which is between £305 and £354 per year (based on the lowest and highest exchange rates experienced in 2019/20). The charity currently supports 90 girls with core funding, thus a full year's commitment amounts to between £27,406 and £31,903. The cost for one term is currently around £9,500 and administrative costs for 3 months are approximately £3,000. On this basis the Trustees are satisfied that current reserve levels are adequate.

Signed on behalf of the Trustees:

Name:

Date:

Trustee:

**Report of the Independent Examiner
To the Trustees of the Mamie Martin Fund**

I report on the financial statements for the year ended 31 July 2020.

Respective responsibilities of the Management Committee and examiner

The trustees of the charity are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10 (1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44 (1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - To keep accounting records in accordance with Section 44 (1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - To prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulationshave not been met, or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Fiona Dempster, CA

Date

Director

Dempster Solutions Ltd.

23 Albert Place

Stirling FK8 2RF

Statement of Financial Activities for the year to 31 July 2020

	Note	Unrestricted funds £	Restricted funds £	Year to 31 July 2020 £	Year to 31 July 2019 £
Incoming Resources					
<i>Incoming resources from generated funds</i>					
<i>Voluntary Income:</i>					
Grants, donations and fundraising	2	30,459	23,121	53,579	76,870
<i>Pledges and legacies</i>	2	735	-	735	11,269
<i>Investment Income :</i>					
Bank interest received		58	-	58	49
Total Incoming Resources		31,252	23,121	54,373	88,188
Resources expended					
<i>Costs of generating funds</i>					
Costs of generating voluntary income		483	-	483	1,274
<i>Charitable activities</i>		42,088	-	42,088	42,614
<i>One off / Restricted Fund Projects</i>		-	20,642	20,642	22,649
Total Resources Expended	3	42,571	20,642	63,212	66,537
Net Incoming/(outgoing) resources		(11,319)	2,479	(8,839)	21,651
Net movement in funds		(11,319)	2,479	(8,839)	21,651
Balances brought forward		39,641	-	39,641	17,990
Balances carried forward		28,323	2,479	30,803	39,641

Balance Sheet at 31 July 2020

	Note	Year to 31 July 2020	Year to 31 July 2019
Current assets		£	£
Debtors	5	1,357	2,629
Cash at bank		80,761	104,575
		<u>82,118</u>	<u>107,204</u>
Creditors due within one year	6	51,315	67,562
Net current assets		30,802	39,642
Net assets		<u>30,802</u>	<u>39,642</u>
Funds:			
Designated funds	7	-	-
General fund	7	<u>30,802</u>	<u>39,642</u>
Total unrestricted funds		30,802	39,642
Restricted funds	7	-	-
		<u>30,802</u>	<u>39,642</u>

The accounts have been prepared in accordance with the Financial Reporting Standards for Smaller Entities (effective April 2008).

The accounts were approved by the Trustees on 31st January 2021 and are signed on their behalf by:

Trustee Name:

Date:

The notes on pages 10-13 form part of these financial statements.

Notes to the Accounts for the year ended 31 July 2020

1. Accounting Policies

Basis of accounting

The financial statements have been prepared on the historic cost basis and in accordance with the requirements of the Charities and Trustees Investment (Scotland) Act 2005, The Charities Accounts (Scotland) Regulations (amended 2010), the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Statement of Recommended Practice, Accounting and Reporting by Charities, issued in March 2005 (revised 2008).

Grants and Donations

Income from grants and donations is recognised when receivable provided any conditions for use of the funds have been fulfilled. Where a grant or donation is received for a specific purpose, it is included in deferred income and any unexpended portion is carried forward as a restricted fund.

Gift aid recoverable on donations is recognised in the year for which it is receivable.

Resources expended

All expenditure is accounted for on an accrual's basis.

Governance costs are those associated with meeting the statutory obligations of running a charity.

Taxation

The charity is exempt from corporation tax on its charitable activity. The charity is not registered for VAT and expenditure includes VAT where relevant.

Funds

Unrestricted funds can be used in accordance with any of the charitable objects of the charity at the discretion of the Trustees.

Designated Funds are set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds can only be used for particular purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular purposes.

Further explanation of the nature and purpose of each fund is set out in the notes to the financial statements.

Notes to the Accounts (continued)

2 Grants and Donations	Unrestricted funds	Restricted funds	Year to 31 July 2020	Year to 31 July 2019
	£	£	£	£
Grants Released to Income	-	23,121	23,121	34,089
Donations	26,143	-	26,143	38,722
Gift aid recoverable	4,316	-	4,316	4,059
Other Grants, Legacies & Endowments	735	-	735	11,269
Interest	58	-	58	49
Total Income	31,252	23,121	54,373	88,188

3 Resources expended	Charitable activities	One Off Projects	Costs of generating funds	Governance Costs	Year to 31 July 2020	Year to 31 July 2019
	£	£	£	£	£	£
Grants payable (see below)	26,444	-	-	-	26,444	29,151
Staff costs (note 4)	6,156	-	-	-	6,156	8,012
Office Costs - UK	2,232	-	483	2,836	5,551	5,082
Management Fees / Expenses Malawi	1,508	-	-	-	1,508	1,217
Insurance	433	-	-	-	433	427
Capacity Building Project	-	61	-	-	61	8,698
Alison Cameron Fund	-	20,581	-	-	20,581	12,891
Thomson Scholarships	2,479	-	-	-	2,479	-
One off projects/ Events	-	-	-	-	-	1,059
	39,252	20,642	483	2,836	63,212	66,537

Grants payable :	Unrestricted Funds	Restricted Funds	Year to 31 July 2020	Year to 31 July 2019
	£	£	£	£
<i>Synod of Livingstonia</i>				
Bursaries	25,429	-	25,429	28,458
Discretionary Fund	1,015	-	1,015	693
Total grants payable	26,444	-	26,444	29,151

Notes to the Accounts (continued)

4 Staff details	Year to 31 July 2020 £	Year to 31 July 2019 £
Staff costs		
Administrator - UK	4,430	6,422
Administrator - Malawi	1,726	1,590
	<u>6,156</u>	<u>8,012</u>

In addition to the above, an amount of £4,016 was paid to UK staff from the Alison Cameron Fund and Thomson Scholarships. Total UK staff costs were £8,446. In addition to the above, an amount of £1,237 was paid to Malawi staff from the Alison Cameron Fund and Thomson Scholarships. Total Malawi staff costs were £2,963.

The average number of staff employed during the year, on a headcount basis, was as follows:

Administrator - Scotland	0.5	0.5
Administrator - Malawi	0.5	0.5
Total	<u>1.0</u>	<u>1.0</u>

Trustee expenses

Included within governance costs are £2,373 paid to Trustees. This was split £1,124 for the trip to Malawi and £1,249 in relation to training, travel and other general costs incurred by trustees.

5 Debtors due within one year	Year to 31 July 2020 £	Year to 31 July 2019 £
Gift aid receivable	1,194	2,466
Prepayments	164	163
Total	<u>1,357</u>	<u>2,629</u>

6 Creditors due within one year	Year to 31 July 2020 £	Year to 31 July 2019 £
Accruals	1,043	1,073
Deferred income	50,273	66,489
Total	<u>51,315</u>	<u>67,562</u>

Deferred income is made up as follows :	Year to 31 July 2020 £	Year to 31 July 2019 £
Balance brought forward from previous period	66,489	47,115
New long term grants/ endowments received in the period	6,905	57,001
Grants released to income in period	(23,121)	(37,627)
Balance carried forward	<u>50,272</u>	<u>66,489</u>

Notes to the Accounts (continued)

7 Movement on Funds

Note:	Movement in Resources			Year to 31 July 2020 £
	Year to 31 July 2019 £	Incoming £	Outgoing £	
Restricted funds:				
Scottish Government IDF (a)	-	61	(61)	-
Alison Cameron Fund (b)		20,581	(20,581)	-
Total restricted	-	20,642	(20,642)	-
Unrestricted funds:				
Designated gift aid fund (c)	-	4,316	(4,316)	-
General fund	39,641	29,416	(38,255)	30,802
Total unrestricted	39,641	33,732	(42,571)	30,802
Total funds	39,641	54,374	(63,212)	30,802

- (a) A Capacity building grant totalling £9,423 was received from the Scottish Government International Development Fund in April 2018. Qualifying expenditure of 9,423 has been incurred, including a final amount of £61 in the period to 31 July 2020 and the equivalent grant income relating to this expenditure has been recognised in the accounts for this period.
- (b) A grant totalling £50,000 was received from the Scottish Government in August 2017 to set up the Alison Cameron Fund. A further £50,000 endowment was received in the year to July 2019. Qualifying expenditure of £20,851 was incurred in the period to 31 July 2020 and the equivalent grant income relating to this expenditure has been recognised in the accounts for this period. A balance of £42,384 remains in deferred income at July 2020.
- (c) Thompson Scholarships totalling £6,505 were received during the year. Income of £2,479 was released to the Profit & Loss account in the year to July 2020 based on specific expenditure in the year although these funds are not restricted. A balance of £7,488 remains in deferred income at July 2020.
- (d) A sum of £400 was received during the year to provide sanitary wear to students. No expenditure was incurred in the year and so the full £400 sanitary fund remains in deferred income at Jul 2020.
- (e) The designated gift aid fund uses gift aid received on donations to meet administrative costs of the charity.

8 Analysis of Net Assets Between Funds

	Restricted Funds £	General Fund £	Total Funds at 31 July 2020 £	Total Funds at 31 July 2019 £	Movement in period £
Debtors	-	1,357	1,357	2,629	(1,271)
Bank and cash	50,272	30,488	80,761	104,575	(23,814)
Creditors & Accruals	-	(1,043)	(1,043)	(1,073)	30
Deferred Income	(50,272)	-	(50,272)	(66,489)	16,216
Total funds at 31 July 20	-	30,803	30,803	39,642	(8,839)