

Company Number 3016170
Registered Charity Number 1052817

COMMUNITY HEALTH EDUCATION
AND RECONSTRUCTION TRAINING

(A Company limited by guarantee)

REPORT AND

UNAUDITED

FINANCIAL STATEMENTS

for the YEAR ended 30th APRIL 2005

Percy Westhead & Company
Chartered Accountants
Greg's Buildings
1 Booth Street
Manchester
M2 4AD



COMMUNITY HEALTH EDUCATION AND RECONSTRUCTION TRAINING

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COMPANY INFORMATION
for the YEAR ended 30th APRIL 2005

STATUS	The organisation is a charitable company limited by guarantee, incorporated on 31 January 1995 and registered as a charity on 12 February 1996.
GOVERNING DOCUMENT	The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.
COMPANY NUMBER	3016170
CHARITY NUMBER	1052817
REGISTERED OFFICE	3-5 St John Street Manchester M3 4DN
PRESIDENT	Denis Goldberg
SECRETARY	Isobel McVicar
BANKERS	HSBC Plc 25 Islington High Street London N1 9LJ
ACCOUNTANTS	Percy Westhead & Company Chartered Accountants Greg's Buildings 1 Booth Street Manchester M2 4AD

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COUNCIL MEMBERS REPORT for the YEAR ended 30th APRIL 2005

The Council Members present their report with the financial statements of the company for the year ended 30th April 2005.

Charitable Objectives

To preserve and protect the mental and physical health and assist with the education of people in what used to be called the Front Line States of Southern Africa to help with the alleviation of poverty in those countries. Effectively, at this moment we are helping to overcome the legacy of deprivation in the aftermath of apartheid in South Africa.

To achieve our objectives we have formed relationships with organisations in South Africa that carry out such activities. We have decided that we shall not open an office in South Africa, but give support to selected organisations there and thus save the enormous overheads involved. We shall carry out or commission evaluations of projects where necessary.

Introduction

The work of Community H.E.A.R.T. continued, the income of the organisation increased during this period by £48,997 to £129,360. This has been mainly due to the award of a grant for Rape Crisis Cape Town Trust from Comic Relief. In this financial year, 2004/5, we received the first instalment (£85,500) of a two-year grant to Rape Crisis Cape Town Trust. Overall regular donations through standing order remained the same, however one-off donations have decreased. We were unable to do any direct mail fund raising due to time spent on the Comic Relief application and this had an effect on one-off donations. The intangible donations of free office space, storage and shipping subsidy are taken into consideration in the accounts to give a true reflection of donations. The total intangible donations in the financial year were £10,678. This is down from the last financial year as two intangible donations of a paid staff secondment and a laptop computer for the use of the organisation were not made in this year. There were further donations in kind in the form of transportation by the distribution service of the Co-operative Group. The T&G trade union organised transportation of 12,000 Harry Potter books (generously donated by Bloomsbury) through the Ford Motor company. It is not possible to give an estimate of these intangible donations.

The expenditure of the organisation has increased by £71,670 to £140,570. This substantial increase is mainly due to the successful application to Comic Relief, which enabled us to make a substantial grant to Rape Crisis Cape Town. Intangible expenditure decreased by £10,000 in this year. Smaller direct grants to projects have remained at a similar level to the previous year. The donation to the Walter Sisulu project was collected during the previous financial year and paid out in this financial year which explains part of the difference between income and expenditure. Other increases in expenditure included the organisation renting storage space due to the site previously donated being redeveloped.

Work undertaken over the year includes the project work detailed below. Over and above this, we have continued to work with other organisations such as ACTSA Scotland and the Ikezi Project to access and send material aid in the form of books for schools. Medical journals donated by Jansen Cilag have been transported to South Africa and to MEDUNSA (Medical University of South Africa). We have also given advice to organisations wishing to send material aid in some of the processes. The organisation also supported the 10th Anniversary of Freedom in South Africa; this has led to new contacts which will be useful in carrying out our objectives. As part of the 10th Anniversary of Freedom in South Africa, Community H.E.A.R.T. was asked by the High Commission to take part in Network South Africa. The Director, Isobel McVicar, represented the organisation at these meetings. Towards the end of this financial period we also celebrated our 10th Anniversary.

We have also continued to work with Richmond ACTSA, Waltham Forrest ACTSA, Minorities of Europe, Nile books in the Isle of Wight and Local Authorities in the UK and have enhanced our communications with our sister organisation in Germany, Community H.E.A.R.T. e.V..

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Projects

Book and 10 Pence

This campaign has gone from strength to strength. The campaign has now sent 2 million books to set up school libraries in South Africa. In this financial year 250,000 books were shipped. These books were distributed in two South African provinces, the Eastern Cape and Gauteng (the most densely populated). The organisation has tried to ensure that all provinces of South Africa have been recipients of books over the period of the campaign. As the campaign has become known in South Africa the enormous need has become all too apparent. In many areas there are now waiting lists of schools wishing to access the next container of books to come to their area. Containers are being prepared for delivery to Erkurhuleni (Gauteng), Mbombela (Mpumlanga) and KwaZulu Natal in the first few months of the next financial year. The shipments to Erkurhuleni and Mbombela are being organised through Lewisham Metropolitan Borough Council and Wakefield Metropolitan District Council. These local councils have links with the South African local authorities receiving the books.

We continue to look for organisations in each of the provinces that are able to handle the quantity of books. In each province the types of organisations are at different stages of development, however we have been able to use well-established partners in Gauteng and KwaZulu Natal, for example, to help with distribution to some provinces. The new link made in Mpumalanga has been through Wakefield Metropolitan District Council. We have also started to develop on the model set up last year with St. John's School Outreach programme. In this model a more advantaged school acts as the recipient, distributes the books to the disadvantaged schools and supports staff and pupils in developing their library and its use.

In this financial year we again worked with St Margaret's School Outreach Service in Johannesburg. On this occasion BBC Merseyside Radio did an appeal over the month of October. The books were earmarked for a township called Tembisa. The Outreach project organised interviews for the BBC reporters with children in local schools in Tembisa. The response was overwhelming. We were able to send 100,000 books which were distributed to 40 schools in Tembisa. This was a very successful appeal though we were unable to ask for the 10 pence contribution due to BBC regulations. This has also led to some discussions with Greater Manchester Radio to do a similar appeal for books. The success of this appeal over a short period of time created a lot of work. The FBU (Fire Brigade Union) were very helpful in asking the Fire Authority and their members to help with loading and unloading books. Without the help of the fire fighters in Gorton and Moss Side we would have had great difficulty in dealing with this amount of books. Our thanks goes to all those involved and to Alan Anderson, who organised help at very short notice. We also would like to thank all those in Merseyside who donated books and the staff at the BBC, Co-operative Group stores who had to deal with thousands of books during the month of October and the TA and others who helped get the books to Manchester.

We have also received some consignments of new books, which we try to allocate to different areas to ensure fairness. One of these was a huge consignment of 12,000 Harry Potter books donated by Bloomsbury, around half of these were sent to St. Margaret's Outreach and some of those were sent on to Gauteng Education Libraries Service. The rest will be distributed between the next consignments.

This work would not be possible without the help of those receiving the containers and distributing the books. Thanks must be given again to Gauteng Education Libraries Service, St Margaret's School Outreach Service in Johannesburg, Amatole Local Authority in the Eastern Cape, Erkurhuleni Municipality and Mbombela Municipality and E.R.I.C. (Education Resource Information Centre) in KwaZulu Natal for their dedicated work.

The campaign would also not be possible without all those who have donated books and 10 p's. Many tens of thousands of individuals have donated books and a number of organisations have shown unstinting support. Local ACTSA organisations, Woodcraft Folk have been collecting books for the campaign for many years and have given tens of thousands of books. Over the last few years we have also received books from local Oxfam shops. Many Local Authorities have supported the campaign; in this year Leicester and Leicestershire Councils took up the campaign aiming to collect a container load of books. Our successful work with organisations like

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Minorities of Europe and the West Midlands Probation Service based in Coventry also continued. This led to another container of books being sent from the Coventry area. Minorities of Europe have also encouraged others in the Midlands to get involved, which resulted in the participation of Warwickshire and Leicester in the campaign. As mentioned above Wakefield Metropolitan Council and Lewisham Metropolitan Borough Council were preparing and started the campaign in this financial year aiming to send 50,000 books early on in 2005/6.

Amba Forwarding, our shipping agent in the UK, and Safmarine have been invaluable to the campaign. The subsidised shipping costs over many years have greatly contributed to the campaign. Without this generous donation it would have been very difficult to have reached as many as 2 million books. The help and support of Kris and Kirti of Amba Forwarding and Charlie Pandey of Aqualink in South Africa has also ensured the shipping aspect of the campaign has gone smoothly.

There have been a number of people involved in volunteering for this campaign (see Volunteer heading).

Discussions with the Co-operative Group over the course of the last financial year resulted in their support for the campaign from April 2004. Their support is in the form of stores being used as collection points and the distribution service collecting the boxes of books. This support in the past and this year has led to the collection of 500,000 books. As with their support in the past a number of independent societies, Anglia, Ipswich & Norwich, Plymouth & South West, Midlands, West Midlands and Leeds, have also joined in with their support. This support is invaluable to the campaign and has in many cases allowed people in schools in rural areas to get involved.

On the 1st of April 2005 the South African High Commission hosted a celebration for Community H.E.A.R.T. to celebrate reaching the goal of 2 million books (this also coincided with our 10th anniversary). Our Honorary President, Denis Goldberg was the guest speaker. Around 200 supporters, individuals and representing supporting organisations, attended the event. At the event we launched the appeal for the third million books. Denis also took part in a number of other events to promote the work of Community H.E.A.R.T. during his visit. He was able to visit Coventry as the guest of Minorities of Europe and Manchester. His Manchester visit included a GMR BBC Radio interview, a civic reception at Manchester City Council and an event put on by North West UNISON. There are a number of opportunities that have arisen from discussions during his visit. Further discussions have taken place with Manchester City Council, North West UNISON and the South African High Commission about a potential project.

Thanks must be given to H.E. Lindiwe Mabuza for her support for the work we do and to the High Commission Staff involved in the 2 Million books event.

Rape Crisis Cape Town

In December 2004 we were informed that we had been successful in our application to Comic Relief for a grant for Rape Crisis Cape Town. The grant of £350,000 over 2 years starting in January 2005 will bring the total we have been able to donate directly to Rape Crisis Cape Town through grants from Comic Relief since 1997 to over £850,000. This has allowed RCCT to develop into the leading organisation in this particular field and enabled the organisation to continue and expand their work in the areas of counselling, external public awareness and training and advocacy. Community H.E.A.R.T. also received a donation of over £400 in the last financial year from an individual wishing to contribute to work being undertaken on the issue of rape in South Africa. This donation was added to the 1st instalment of the Comic Relief grant bringing the total donated to Rape Crisis Cape Town in this financial year to over £79,200. The application process was long and time consuming and would have been difficult to complete without the advice of Maria Weir, a Community H.E.A.R.T. supporter who gave her time and expert advice on the application for free.

South West UNISON officers visited RCCT during this financial year and made a direct donation of £1,000. The visit was organised through Community H.E.A.R.T.

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The Community H.E.A.R.T. Board of Trustees believes it is important that our donors and supporters be informed about the organisations and projects we support and therefore have included a report on the work of Rape Crisis Cape Town.

Background information on rape in South Africa

In South Africa there has long been a macho culture among all sections of society. Though the rights of women are enshrined in the constitution of the new South Africa, changing social attitudes is necessary to deliver real change on the ground. In 2002/3 there were 52,425 rapes reported in South Africa equal to 115.34 rapes per 100,000 of the population, of this figure 6,530 were in the Western Cape (the area where RCCT work) giving an incidence of 151.1 per 100,000. The police station with the highest number of reported rapes is Khayelitsha, Cape Town. (All are official figures from the South African Police Service) Added to this 45% of those arrested for rape tested HIV positive, 60% of cases are withdrawn by the survivor and 90% of rapists are known to the survivor (Star:Oct 2003). Furthermore it is estimated that only 1 in 15 rapes are reported.

In this context of this all aspects of the work undertaken by Rape Crisis Cape Town is extremely important, meeting the needs of survivors and their families both in terms of counselling and advocacy, raising public awareness of the issues surrounding rape and lobbying for changes in the law.

The work of Rape Crisis Cape Town

During the period we have supported RCCT the organisation expanded and now has three offices in Observatory, Khayelitsha and Heideveld. Each area has its own community dynamics and the work and the projects in these areas are implemented according to the community needs and dynamics.

The campaign involves developing policies and carrying out work in the following:

- **Counselling** - provides for survivors' immediate needs through support groups, long-term, short-term, HIV counselling and treatment groups for child sexual abuse survivors.
- **Training** - Members in counselling and public speaking provides immediate needs of survivors and empowers women, training health and criminal justice professionals reduces secondary victimisation and raises awareness of the issues.
- **Public Awareness** - raising issues in communities in schools, churches, CBOs and others.
- **Lobbying** - address relevant legislation and policy; monitors implementation with network partners and advance women's rights, empower women.
- **Advocacy** - pre-trial consultation with survivors enhances their control over the court process, reduces secondary victimisation and develops and maintains relationships with identified police stations and trauma room volunteers.

The main objectives:

- Work towards eradicating rape and challenge and confront violence with a focus on rape;
- Operate through an integrated approach;
- Understand and work towards addressing identified community needs, address socio-economic conditions within the community and understand and endeavour to address and meet the needs of survivors;
- Challenge gender, sexual, race, cultural, religious and gender-cultural norms and stereotypes;
- Get the community to recognise the prevalence of rape and empower the women in the community;
- Identify general and specific needs of rape survivors and the resources available in the surrounding areas through research;
- Improve access to justice and state services;
- Target the youth in particular, around issues of gender equality and violence against women; and
- Stimulate debates in media about the position of women in South African society.

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External Public Awareness and Training Activities

For their external public affairs activities they provide training for police officers, prosecutors, police, doctors and nurses. They help to train medical students and student nurses, social workers, etc. Training is also offered to members of similar organisations. Public awareness work includes public lectures, meetings at schools, colleges and universities as well as media campaigns to raise the issue of the desperate need to ensure women's rights to live free of harassment and violence are respected. In the year 2004/5 RCCTT aim to train 375 pupils in local schools.

Advocacy

RCCT makes an important contribution in lobbying the government at every level for the provision of facilities to assist survivors of sexual assault and rape. The organisation is recognised by the government for the expertise it provides in its area of work and is noted for the contributions made in the formulation and implementation of laws. During 2004/7, RCCT plans to make submissions and share information on the following legislation Sexual Offences, Trafficking, Victims Charter, Child Justice Bill, Firearms Control Act, Liquor Bill, CEDAW shadow report.

Advocacy also takes the form of working with women and supporting them through cases brought against the perpetrators of violent sexual crime. Over 2005/7, RCCT plan to support 30 survivors per annum through the process pre-trial consultations.

Counselling

RCCT has continued the counselling service. Counselling is provided in the short term based on a maximum of 12 sessions, telephone counselling is also provided. During 2004/7, RCCT plan to counsel 240 survivors per annum in each of the three offices.

In 2002 RCCT set up a support group for survivors who have experienced multiple or continuous traumas and long term counselling sessions were also initiated at this time. These are new services introduced for survivors requiring on-going support due to lack of availability of services in the area.

Abject poverty is a major issue Khayelitsha and Heideveld areas and in these specific areas, economic empowerment projects have been implemented to address this issue. This has been in response to the needs of the community, members and clients in these particular areas. Members and volunteers also gain work experience through sessional employment with RCCT. The experience of this sessional work has led to full time employment with other organisations for some members and volunteers.

One of the projects to be undertaken by RCCT during the time of this grant is the Speak Out project which will involve survivors speaking out about their experiences. It is hoped this will be a major tool in raising awareness. This should be launched some time toward the end of 2005.

Abadala

We have continued our work with Abadala. The Friends of Abadala have continued to pursue donations and paid the money to Community H.E.A.R.T. Abadala support an old people's home in a Cape Town township, which is a part of the Ikamva la Bantu group of projects. Abadala is a small organisation and so administering the donations would not be cost effective. Working in this way allows all the money donated to go to the project and allows us to be informed of work being done which could help inform some of our other projects. As with many projects in South Africa AIDS is becoming a major issue. Many of the senior citizens are finding they have to help support their families that are being devastated by the pandemic.

We are kept informed of the work through comprehensive annual and financial reports from Ikamva la Bantu.

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Discussions with Abadala during this financial year led to an agreement that Community H.E.A.R.T. will receive 10% of donations as an administration fee. This will still allow all donations to go directly to the project as all gift aided donations attract 28 pence in the pound from the Inland Revenue.

During the period, £2,527 was transferred to Ikamva Labantu, this included Gift Aid on the donations made.

Nurses Project

The South African Nurses Association was set up by Mmapula Tladi-Small under the umbrella of Community H.E.A.R.T.. There was no project work done through this organisation in this financial year.

Siyazenzela

Southern Africa is the worst affected area by the HIV/AIDS pandemic. Though much has been publicised about the level of the incidence in the area, the repercussions of the pandemic on development work and the lives of people within local communities is less well known. The vastly growing number of children orphaned by AIDS related deaths is having a devastating effect on local communities unless work is undertaken to ensure these children, some of the potential doctors, nurses, teachers and engineers of the future, are cared for and kept within the education system.

The extended family in South Africa has, in the past, cared for orphaned children, but in the circumstances of vastly increasing numbers of orphans, the extended family has become overburdened. Older children are increasingly being left to take care of siblings and, in some cases, children have to fend for themselves. In this situation local people are starting to set up projects to resolve this situation.

This HIV/AIDS project was set up to address the issue of AIDS orphans in a new and innovative way. A Crisis Centre, based at Siyazenzela, had been set up to care for children on a short-term basis until they could be settled back into the community. The Centre provided a warm and loving environment for the children at a very distressing time. Cluster foster homes staffed by foster mothers from the community would become the children's home when they leave the Crisis Centre.

The project would also provide the training and outreach support for the foster mothers and the families and community development outreach workshops about HIV/AIDS would be provided to start to educate local people about the issues and challenge the prejudice and discrimination against those affected.

People in the local communities put the project, in rural KwaZulu Natal, together. The area has very little in the way of infrastructure; people live in small clusters of houses far from the urban centres which makes accessing their rights, amenities and information extremely difficult, the project also provides advice on accessing right, amenities and information.

During this financial year the project was faced with the problem of relocating. The site was sold by the landlords and Siyazenzela had to find a new home. The organisation has found a new home but this has put back some of the work they were trying to undertake. This has clearly been a difficult period however people in the local community involved in setting up the project are keen to progress the project from their new site.

During this financial year Community H.E.A.R.T. was asked by UNISON South West Region for information on AIDS projects with a view to raising funds. They were able to raise £1,000. Two UNISON SW officers visited the project (already moved to the new site) and presented a £1,300 cheque to the project. Since their visit SW UNISON have approached an employer in Bristol to launch a pilot project, "An Hour for Africa". Employees will be asked to give an hours pay through the employer salary system. All funds raised will go to Siyazenzela.

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The Pin Project

Community H.E.A.R.T. has worked with this project in the past. The project is based in KwaZulu Natal and is also set up to help families affected by HIV/AIDS. This project is organised grandmothers who have been left to bring up the grandchildren who have been orphaned due to the HIV pandemic. The grandmothers make beaded pins (a traditional jewellery in the area). This provides them with an income to supplement their income. The grandmothers meet regularly to do the work and to discuss the organisations direction. The project also supports the families during what can be difficult periods and are setting up educational support for the children. The organisation has just started to support grandmothers in another local area.

Alice Serle, who helped set up the project, approached Community H.E.A.R.T. to ask if we could take some of the information about the project to festivals and conferences we attended and raise donations through Community H.E.A.R.T.. During this financial year £160 was raised including gift aid.

We have also agreed to donate books to the local library used by the Pin Project.

We have also encouraged the Pin Project and Siyazenzela to meet and discuss issues.

Walter and Albertina Sisulu Documentary

Community H.E.A.R.T. was approached to access funds for a documentary about Walter and Albertina Sisulu documentary. The makers of the documentary envisage it being used as an educational tool in South Africa and other parts of the world community. As an important player in the struggle against apartheid and an avid anti-racist, it is important that the life, actions and thoughts of Walter Sisulu are recorded and reach a broad base of people. Community H.E.A.R.T. raised donations through the trade union movement. At the end of the last financial year we had raised £2,500. The Board agreed Community H.E.A.R.T. should make a further donation of £1,000. £3,500 was transferred to the production company in June 2004. Both the President, Denis Goldberg and chairperson have viewed the completed work.

Fundraising

1 Trade Unions and Payroll Giving

We have received donations in a number of forms from trade unions. We receive regular donations from a number of trade unions branches and regions. These regular donations are very important to ensure the projects supported and Community H.E.A.R.T. can plan for the future. Thanks to all those trade union branches, regions and members who have made these regular contributions over a number of years. We hope in the next financial year to increase the number of regular donations we receive through the trade unions. A number of discussions with branches and regions that are taking place at present.

The consortium, Interact for Change, involving three other charities UNISON Welfare, Terence Higgins Trust and Shelter in a payroll giving scheme, has not had the success that was initially envisaged. It was agreed a review of the consortium and its effectiveness was necessary. Following the review, it was agreed by all parties that those already giving donations will be able to continue but there will be no further pursuance of donors through this organisation. Community H.E.A.R.T. received £3,040 from this fund in the year 2004/5. There will continue to be funds from this area on a gradually decreasing basis.

A further donation of £625 came through the UNISON Welfare from late donations that came in from the sponsored Bike Ride.

2 Individual Donations

We have a number of individuals that give regular donations and have done so over a number of years. These donations and one-off individual donations brought funding of just under £20,000 into the organisation. The amount claimed for Gift Aid amounted to £2,375. Further work was carried out to ensure that as many individuals as possible completed gift aid forms and some backdating of Gift Aid will be claimed in the next financial. Further work will be carried out in the next financial year to increase regular individual donations.

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3 Schools and other donations

Donations from schools and other organisations for the Book and 10 Pence amounted to over £5,000.

4 Direct Mail

We are still working with JAMM Print and Production. This organisation does direct mail appeals for us. An account is held jointly with them from which they cannot draw without our signature. There is now a database of donors of around 1,800. Due to pressure of work Community H.E.A.R.T. has not carried out a direct mail in this year, however we intend to in the next financial year. Community H.E.A.R.T. will keep under review this way of doing direct mail shots and look at other more cost effective methods of contacting supporters and raising donations through appeals.

5 Large Donations

Community H.E.A.R.T. received the first instalment of a large donation from Comic Relief, a grant making bodies in this financial year. We received £85,500 of the £350,000 grant. The grant is to support the work of Rape Crisis Cape Town. Of the £85,500, £78,828.50 is allocated to RCCT with the remainder going to administrative costs in the UK for Community H.E.A.R.T.

Volunteers

The work undertaken by Nat and Elsa Perez in packing and sorting books and organising the packing of the containers had been invaluable in the past. This work and expertise is truly invaluable and they have continued to give help in the book campaign, sorting and packing the books being collected by Lewisham Council for Erkurhuleni and coming to Manchester to help with sorting and packing. Others have also given freely of their time and energy including many of the UNISON Manchester Branch Officers and staff who have helped with deliveries of books, driving vans and loading containers, in particular, Pete Banks, Brian Stangoe, Tony Caffrey and Jim Mackrell. Kate (a retired Branch Officer) and Gerry Farrell have increased their contribution both collecting and packing and sorting a few days every week.

As said earlier in the report the support of the volunteers from the Manchester Fire Service has also been invaluable for the Book and 10 Pence campaign. Alice Serle and Sonia McCann and teachers and pupils from Levenshulme High School also helped to sort and pack books for the campaign.

Many people have given of their time and energy to support Community H.E.A.R.T. not least the teachers, parents, staff and members in schools, the churches, young peoples' organisations and others who have collected books. Many ACTSA members around the country who have supported the book campaign for many years including ACTSA Waltham Forrest, Richmond and Leicester. ACTSA Scotland members and supporters who worked on the books collected in Scotland. Trade union branches have also been active in supporting the Book and 10 Pence campaign.

Mmapula Tladi-Small has also been of great help to the organisation both in her work with the South African Nurses Association but also for her willingness to help in the office in whatever could be most helpful. As a Board Member her expertise and enthusiasm will enable the organisation to develop in the future.

Staffing

Terri Fanning, clerical/administrative worker, left the organisation in August 2004. We would like to record our thanks to Terri for her work for the organisation. The organisation has taken on casual staff from time to time. We have not taken on any clerical staff on a part-time basis since Terri left the organisation but hope we will be able to in the future due to the workload.

Premises

The office space is donated by the UNISON Manchester Branch and therefore reduces the overheads of the organisation. The Manchester Branch also donated storage space in the basement which we use during periods when we have an excess of books. All these donations are accounted for as intangible donations. Our thanks go to the Manchester Branch activists and members for this valuable contribution to the organisation. It is likely

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the Manchester Branch will be moving premises in the next financial year but have agreed Community H.E.A.R.T. will be accommodated within the new premises.

During this financial year it was necessary to rent storage space. The space donated last year has been redeveloped and therefore is no longer available. The space is suitable for packing and sorting and the site has facilities which are suitable for the kind of work we do. The lease has been taken on for a year and has been fully utilised.

Grant Making Policy

The previous Director was authorised to make grants within the aims and objectives of the organisation in consultation with the chair and members of the Board of Directors. Grants directly from Community H.E.A.R.T. funds are a small percentage of the total grants paid. We ask that financial and annual reports are made available to us. We do not make grants for individuals.

The major grant during this year was to Rape Crisis Cape Town given under the agreed criteria with Comic Relief (the grant making body).

We have made a number of small grants to organisations which we have supported in the past. We have not been able to make any grants to new organisations in this year as the organisations funds have been totally committed to projects we already support.

Risk Assessment

The organisation has relied to large extent on a relatively small number of regular donations, occasional donations and major contributions from a very small number of organisations. The work that has been undertaken in fundraising has been concentrated on a narrow base. The risk is that one major donor pulling out will make a major difference to the funds of the organisation and our ability to continue with all our projects.

As the reputation of the organisation has grown in Southern Africa, the number of requests for material and financial support has risen. The organisation therefore needs to look at broadening the funding base of the organisation and ensuring regular donations.

Reserves Policy

We seek to have sufficient funds in hand to be able to function for 3 months. It is difficult to mention a specific sum because the amount we need is determined not only by fixed overheads, rent etc and salaries but by variable timing of gifts of books and PC's and therefore the amount of shipping we shall need to undertake.

Responsibilities of Directors

Company law requires the directors to prepare financial statements for each financial year that give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the year then ended.

In preparing those financial statements that give a true and fair view, the directors should follow best practice and:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare financial statements on the going concern basis unless it is appropriate to assume that the company will continue on that basis

The directors are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985.

COMMUNITY HEALTH EDUCATION AND RECONSTRUCTION TRAINING

(A Company limited by guarantee)

COUNCIL MEMBERS REPORT for the YEAR ended 30th APRIL 2005

The directors are also responsible for safeguarding the assets of the charitable company and hence for taking any reasonable steps for the prevention and detection of fraud and other irregularities.

Organisational Structure

The board of directors shall be made up of not less than 4 and no more than 10 members. The board will be able to appoint any member to the board to fill a casual vacancy or by way of addition to the board in accordance with the memorandum and articles of association.

The Directors (Council Members)

Directors, who are also trustees under charity law, who served during the year and up to the date of this report were as follows:

Mr B F Filling
Mr R Bruce
Mr I I Perez
Mr J McFadden
Mr J McGhee
Mr M Malik
Ms M Tladi-Small
Ms J Sawyer
Ms L Richards
Ms M Dunn (from 6th December 2004)

Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 30th April 2005 was ten. The directors have no beneficial interest in the charitable company.

Approved by the board on *27th January 2006* and signed on its behalf



Mr I I Perez
Director

COMMUNITY HEALTH EDUCATION AND RECONSTRUCTION TRAINING

(A Company limited by guarantee)

Accountants' report to the members on the unaudited accounts of Community Health Education and Reconstruction Training

We report on the accounts for the year ended 30th April 2005 set out on pages 13 to 20.

Respective responsibilities of the directors and reporting accountants

As described on pages 10 and 11 the directors are responsible for the preparation of the accounts, and they consider that the charitable company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

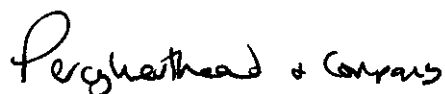
Basis of opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the charitable company, and making such limited enquiries of the officers of the charitable company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

Opinion

In our opinion

- (a) the accounts are in agreement with the accounting records kept by the charitable company under section 221 of the Companies Act 1985; and
- (b) having regard only to, and on the basis of, the information in those accounting records:
 - (i) those accounts have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Act; and
 - (ii) The charitable company satisfied the conditions for exemption from an audit of the accounts for the year specified in section 249A(4) of the Act as modified by section 249(5) and did not, at any time within that year, fall within any of the categories not entitled to the exemption specified in section 249B(1).



Percy Westhead & Company
Chartered Accountants
Greg's Buildings
1 Booth Street
Manchester
M2 4AD

Date: 7.2.2006

COMMUNITY HEALTH EDUCATION AND RECONSTRUCTION TRAINING

(A Company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES (incorporating an Income and Expenditure Account) for the YEAR ended 30th APRIL 2005

	<u>Notes</u>	<u>2005</u> <u>Restricted</u> <u>Funds</u> <u>£</u>	<u>2005</u> <u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>2005</u> <u>Total</u> <u>Funds</u> <u>£</u>	<u>2004</u> <u>Total</u> <u>Funds</u> <u>£</u>
Incoming resources					
Donations, legacies and similar incoming resources		6,225	23,667	29,892	43,609
Activities in furtherance of the charity's objects:					
Grant giving	2	78,829	6,671	85,500	-
Book and 10 pence appeal		2,880	-	2,880	10,335
Activities to generate funds:					
Investment income		-	410	410	369
Intangible income		-	10,678	10,678	26,050
Total incoming resources		<u>87,934</u>	<u>41,426</u>	<u>129,360</u>	<u>80,363</u>
Resources expended					
Cost of generating funds:					
Fundraising and publicity		-	5,569	5,569	8,606
Direct charitable expenditure:					
Grants payable	7	87,559	-	87,559	8,699
Book and 10 pence appeal		31,011	-	31,011	30,414
Other projects		-	6,224	6,224	6,495
Support costs		-	6,333	6,333	6,814
Management and administration		-	3,874	3,874	7,872
Total resources expended	6	<u>118,570</u>	<u>22,000</u>	<u>140,570</u>	<u>68,900</u>
Net income/(expenditure) for the year	8	(30,636)	19,426	(11,210)	11,463
Other recognised gains and losses					
Unrealised gains/(losses) on exchange		-	114	114	(147)
Net income/(expenditure) for the year before transfers		(30,636)	19,540	(11,096)	11,316
Transfers between funds	13	<u>30,190</u>	<u>(30,190)</u>	<u>-</u>	<u>-</u>
Net movement in funds		(446)	(10,650)	(11,096)	11,316
Funds at 1st May 2004		<u>5,687</u>	<u>32,439</u>	<u>38,126</u>	<u>26,810</u>
Funds at 30th April 2005		<u>5,241</u>	<u>21,789</u>	<u>27,030</u>	<u>38,126</u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 13 to the financial statements.

COMMUNITY HEALTH EDUCATION AND RECONSTRUCTION TRAINING

(A Company limited by guarantee)

BALANCE SHEET
As at 30th APRIL 2005

	<u>Notes</u>	<u>£</u>	<u>2005</u> <u>£</u>	<u>2004</u> <u>£</u>
Tangible fixed assets	9		1,151	1,480
Current assets				
Debtors	10	2,376		5,579
Cash at bank and in hand		<u>25,489</u>		<u>33,005</u>
		27,865		38,584
Creditors amounts falling due within one year	11	<u>1,986</u>		<u>1,938</u>
Net current assets			<u>25,879</u>	<u>36,646</u>
Net assets	12		<u>27,030</u>	<u>38,126</u>
Funds				
Restricted funds			5,241	5,687
Unrestricted funds:				
General funds			<u>21,789</u>	<u>32,439</u>
Total funds	13		<u>27,030</u>	<u>38,126</u>

The company is entitled to exemption from audit under Section 249A(1) of the Companies act 1985 for the year ended 30th April 2005.

The members have not required the company to obtain an audit of its financial statements for the year ended 30th April 2005 in accordance with Section 249B(2) of the Companies Act 1985.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective June 2002).

Approved by the board on *27th January 2006* and signed on its behalf by

1. I. Perez

Mr I I Perez
Director

COMMUNITY HEALTH EDUCATION AND RECONSTRUCTION TRAINING

(A Company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS for the YEAR ended 30th APRIL 2005

1. Accounting policies

- (a) The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002). They follow the recommendations in the Statement of Recommended Practice, Accounting and Reporting by Charities (issued in October 2000) and the Companies Act 1985.
- (b) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Intangible income is recognised as an incoming resource where the provider of the service has incurred a financial cost. Volunteer time is not included in the financial statements.
- (c) Grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable, unless they relate to a specific future period, in which case they are deferred.
- (d) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.
- (e) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity.
- (f) Staff costs and overhead expenses are allocated to activities on the basis of staff time spent on those activities.
- (g) The costs of generating funds relate to the costs incurred by the charitable company in raising funds for the charitable work.
- (h) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered. Resources expended are allocated to the particular activity where the cost relates directly to that activity.

Management and administration costs include the management of the charitable company's assets, organisational management and compliance with constitutional and statutory requirements.

- (i) Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its expected useful life. The depreciation rates in use are as follows:-

Office equipment	15% reducing balance basis
Computer equipment	25% reducing balance basis

Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities.

- (j) Grants payable are made in accordance with the stated objectives of the charitable company.
- (k) Monetary assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the average rate of exchange for the year. Exchange differences are taken into account in arising at the net incoming resources for the year.

COMMUNITY HEALTH EDUCATION AND RECONSTRUCTION TRAINING

(A Company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

for the YEAR ended 30th APRIL 2005

2. Grants

	<u>2005</u>	<u>2005</u>	<u>2005</u>	<u>2004</u>
	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>	<u>Total</u>
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Comic Relief	<u>78,829</u>	<u>6,671</u>	<u>85,500</u>	<u>-</u>
	<u>78,829</u>	<u>6,671</u>	<u>85,500</u>	<u>-</u>

3 Intangible income

The cost of shipping books and computers to South Africa is subsidised and consequently Community H.E.A.R.T. only pays one half of the actual cost. The company occupies premises donated by the UNISON Manchester Branch. Since these are expenses which would otherwise be incurred they have been brought into the financial statements in full, and have been shown as intangible income and expenditure as follows:

	<u>2005</u>	<u>2004</u>
	<u>£</u>	<u>£</u>
Shipping/Storage	6,678	8,050
Premises	4,000	4,000
Staff secondment	-	13,000
Laptop	-	1,000
	<u>10,678</u>	<u>26,050</u>

4. Staff costs and numbers

Staff costs were as follows:-

	<u>2005</u>	<u>2004</u>
	<u>£</u>	<u>£</u>
Salaries and wages	19,472	17,749
Social security costs	<u>1,637</u>	<u>1,359</u>
	<u>21,109</u>	<u>19,108</u>

No employee earned more than £50,000 during the year (2004 – none).

The average weekly number of employees (full-time equivalent) during the year was as follows:-

	<u>2005</u>	<u>2004</u>
	<u>No.</u>	<u>No.</u>
Projects	0.31	0.25
Book and 10 pence appeal	0.63	0.75
Support	<u>0.31</u>	<u>0.50</u>
	<u>1.25</u>	<u>1.50</u>

5. Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

COMMUNITY HEALTH EDUCATION AND RECONSTRUCTION TRAINING

(A Company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
for the YEAR ended 30th APRIL 2005

6. Total resources expended

	<u>Fundraising and Publicity</u> £	<u>Grants Payable</u> £	<u>Book & 10 pence Appeal</u> £	<u>Other Projects</u> £	<u>Support</u> £	<u>Management and Administration</u> £	<u>2005 Total</u> £	<u>2004 Total</u> £
Grants payable	-	87,559	-	-	-	-	87,559	8,699
Staff costs	2,638	-	10,555	5,277	2,639	-	21,109	19,108
Staff secondment (UNISON)	-	-	-	-	-	-	-	13,000
Freelance workers	-	-	103	-	-	-	103	-
Publications	-	-	-	-	40	-	40	142
Travelling expenses	273	-	339	590	16	401	1,619	1,344
Events	823	-	-	-	-	-	823	125
Fundraising	118	-	-	-	-	-	118	1,375
Printing, postage and stationery	1,617	-	205	248	52	14	2,136	1,074
Premises	-	-	8,355	-	1,333	1,333	11,021	4,000
Telephone, E-mail and fax	-	-	-	-	1,105	-	1,105	827
Volunteers' expenses	-	-	128	-	-	-	128	61
Shipping, storing and package	-	-	11,294	-	-	-	11,294	15,253
Accountancy	-	-	-	-	-	1,493	1,493	1,457
Bank charges	-	-	-	109	37	-	146	95
Sundries	-	-	32	-	19	160	211	3
Computer costs, web & IT	100	-	-	-	374	-	474	387
Legal and professional	-	-	-	-	718	15	733	755
Council members' expenses	-	-	-	-	-	129	129	765
Depreciation	-	-	-	-	-	329	329	430
Total resources expended	<u>5,569</u>	<u>87,559</u>	<u>31,011</u>	<u>6,224</u>	<u>6,333</u>	<u>3,874</u>	<u>140,570</u>	<u>68,900</u>

COMMUNITY HEALTH EDUCATION AND RECONSTRUCTION TRAINING

(A Company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
for the YEAR ended 30th APRIL 2005

7. Grants payable	<u>2005</u>	<u>2004</u>
	£	£
Rape Crisis	79,232	-
Abadala (Ikamva Labantu)	2,527	4,699
Siyazenzela	1,300	2,000
Others	<u>4,500</u>	<u>2,000</u>
	<u>87,599</u>	<u>8,699</u>
 8. Net incoming/(outgoing) resources for the year	 <u>2005</u>	 <u>2004</u>
	£	£
This is stated after charging:		
Council members' expenses	129	765
Depreciation	329	430
Reporting accountants' remuneration	<u>1,492</u>	<u>1,457</u>

Two council members received reimbursed expenses in the year to cover travel costs incurred in carrying out work towards the objects of the charity and travel to and from council meetings.

COMMUNITY HEALTH EDUCATION AND RECONSTRUCTION TRAINING

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NOTES TO THE FINANCIAL STATEMENTS for the YEAR ended 30th APRIL 2005

9. Tangible fixed assets

	<u>Computer Equipment</u> £	<u>Office Equipment</u> £	<u>Total</u> £
COST			
At 1 st May 2004 and at 30 th April 2005	<u>5,004</u>	<u>1,626</u>	<u>6,630</u>
DEPRECIATION			
At 1 st May 2004	3,932	1,218	5,150
Charge for the year	<u>268</u>	<u>61</u>	<u>329</u>
At 30 th April 2005	<u>4,200</u>	<u>1,279</u>	<u>5,479</u>
NET BOOK VALUE			
At 30 th April 2005	<u>804</u>	<u>347</u>	<u>1,151</u>
At 30 th April 2004	<u>1,072</u>	<u>408</u>	<u>1,480</u>

All tangible fixed assets are used for direct charitable purposes.

10. Debtors

	<u>2005</u> £	<u>2004</u> £
Income Tax reclaimable	2,376	4,329
Other debtors	<u>-</u>	<u>1,250</u>
	<u>2,376</u>	<u>5,579</u>

11. Creditors: amounts falling due within one year

	<u>2005</u> £	<u>2004</u> £
Sundry creditors	494	481
Accruals	<u>1,492</u>	<u>1,457</u>
	<u>1,986</u>	<u>1,938</u>

COMMUNITY HEALTH EDUCATION AND RECONSTRUCTION TRAINING

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NOTES TO THE FINANCIAL STATEMENTS for the YEAR ended 30th APRIL 2005

12. Analysis of net assets between funds

	<u>2005</u> <u>Restricted</u> <u>Funds</u> £	<u>2005</u> <u>General</u> <u>Fund</u> £	<u>2005</u> <u>Total</u> <u>Funds</u> £
Tangible fixed assets	-	1,151	1,151
Current assets	5,241	22,624	27,865
Current liabilities	-	(1,986)	(1,986)
Net assets at 30th April 2005	<u>5,241</u>	<u>21,789</u>	<u>27,030</u>

13. Movements in funds

	<u>At</u> <u>1st May</u> <u>2004</u> £	<u>Incoming</u> <u>resources</u> £	<u>Resources</u> <u>expended</u> £	<u>Transfers</u> <u>between</u> <u>funds</u> £	<u>At</u> <u>30th April</u> <u>2005</u> £
Restricted funds					
Rape Crisis	220	78,989	(80,232)	1,023	-
Abadala	-	2,800	(2,527)	-	273
Book & 10 pence appeal	-	2,879	(31,011)	28,132	-
Maths & Science Bus	841	-	-	-	841
Nurses Project	76	-	-	-	76
Ububele	932	-	-	-	932
Siyazenzela	452	1,170	(1,300)	-	322
R. Shankland	427	594	-	-	1,021
Walter Sisula	2,503	(38)	(3,500)	1,035	-
Other Projects	236	1,540	-	-	1,776
Total restricted funds	<u>5,687</u>	<u>87,934</u>	<u>(118,570)</u>	<u>30,190</u>	<u>5,241</u>
Unrestricted funds					
Soweto Schools	20	-	-	-	20
General fund	<u>32,419</u>	<u>41,540</u>	<u>(22,000)</u>	<u>(30,190)</u>	<u>21,769</u>
Total funds	<u>38,126</u>	<u>129,474</u>	<u>(140,570)</u>	<u>-</u>	<u>27,030</u>

Purposes of funds:

Funds are used for the purposes specified by the funders, as highlighted in the council members' report on pages 2 – 11.

All funds in deficit at the year end have been subsidised through general fund.