

**The Kenya Project Partnership**  
(company limited by guarantee)

Company No. 04970135

Charity No. 1104888

Report and Financial Statements: 19 November 2003 to 30 November 2004

The trustees present their annual report and the audited financial statements for the period ended 30 November 2004.

**Trustees**

The trustees who served throughout the period are as follows

C Trimble, R Paterson, D Baxter, A Wilson

**Secretary**

R Paterson

**Registered office**

The African Studies Centre, Free School Lane, Cambridge, CB2 3RQ.

**Bankers**

National Westminster Bank PLC, 166 Camden High Street, NW1 0NW.

**Auditors**

Given that gross income is less than £90,000 per annum, The Kenya Project Partnership does not require an independent audit.

The Kenya Project Partnership strives to achieve high levels of internal control.

**Statement of trustees' responsibilities**

United Kingdom company law requires the trustees' to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for that period.

In doing so the trustees are required to:

- 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
- and prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for the system of internal control, safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



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**Balance sheet - 30 November 2004**

	Note	Unrestricted Funds £	Restricted Funds £	Total £
<b>Incoming resources</b>				
Donations and grants		1,125	2,500	3,625
Activities for generating funds:				
- Kenya Project Partnership ball		-	7,525	7,525
Activities in furtherance of the charity's objectives generating funds:				
- Gifts in kind	3	-	60	60
<b>Total incoming resources</b>		<b>1,125</b>	<b>10,085</b>	<b>11,210</b>
<b>Resources expended</b>				
Costs of generating funds:				
- Kenya Project Partnership Ball		-	5,120	5,120
- Annual report		480	-	480
Costs of activities in furtherance of the charity's objects:				
- Sports day		-	1,520	1,520
- HIV/AIDS educational Programme		-	1,334	1,334
- Support costs for Kenya based programmes		307	-	307
- Gifts in kind	3	-	60	60
<b>Total resources expended</b>		<b>787</b>	<b>8,034</b>	<b>8,822</b>
<b>Net incoming resources</b>		<b>337</b>	<b>2,051</b>	<b>2,388</b>
<b>Total funds brought forward</b>		<b>-</b>	<b>-</b>	<b>-</b>
Total funds carried forward 5, 6		337	2,051	2,388

All of the preceding results from continuing activities.

There are no recognised gains or losses for the current year other than as stated above.

The surplus for the year for Companies Act purposes comprises the net incoming resources for the year and was £2,388.

**Statement of Financial Activities November 2004**

	Note	30 November 2004 £
<b>Current assets</b>		
Cash at bank and in hand		2,388
<b>Net current assets</b>		2,388
<b>Total assets less current liabilities</b>		2,388
<b>Net assets</b>		2,388
<b>Unrestricted funds</b>		
General		338
Designated		2,051
<b>Restricted funds</b>		2,388

These financial statements were approved by the Trustees in March 2005.

(a) For the year ended 30.11.04 the company was entitled to exemption under section 249A(1) of the Companies Act 1985. (In the case of charitable companies which are claiming partial exemption, the reference will be to section 249A(2)).

(b) Members have not required the company to obtain an audit in accordance with section 249B(2) of the Companies Act 1985;

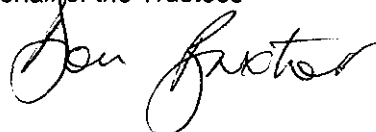
(c) The directors acknowledge their responsibility for:

- i. ensuring the company keeps accounting records which comply with section 221; and
- ii. preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit or loss for the financial year, in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company;

(d) The accounts have been prepared in accordance with the special provisions in Part VII of the Companies Act 1985 relating to small companies.

Signed on behalf of the Trustees

Don Baxter  
Trustee



28/9/05

The accompanying notes are an integral part of this balance sheet.

Notes to the accounts

Period ended 30 November 2004

**1. Accounting policies**

The financial statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2000) issued in October 2000, applicable United

Kingdom accounting standards and the Companies Act. The principal accounting policies adopted in the preparation of the

financial statements are described below.

Donations and grants

Income from donations and grants, including capital grants, is included when these are receivable, except as follows:

When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred in incoming resources until the pre-conditions for use have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions of entitlement, this income is included in incoming resources of restricted funds when receivable.

Gifts in kind

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects.

Interest receivable

Interest receivable is included when receivable by the charity

Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Tangible fixed assets

Individual fixed assets costing £1,000 or more are capitalised at cost. There are no such assets held.

Fund accounting

Funds held by the charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects in accordance with the charitable objects.

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

**2. Legal status of the charity**

The charity is a company limited by guarantee and has no share capital.

**3. Gifts in kind**

Gifts in kind represents sports t-shirts that was received and passed on as part of the sports day event. The value in the accounts

represents 60 t-shirts at a £1 valuation each.

**4. Staff costs and trustees' remuneration**

There are no employed members of staff in the period and no payments were made to any and the trustees did not receive any remuneration.

**5. Unrestricted funds of the charity**

<b>General reserve</b>	30 November 2004 - £ 338
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**6. Restricted funds**

	30 November 2004 - £
HIV Aids Program	1,166
Sports Day	885
<b>Total</b>	<b>2,051</b>

**7. Related parties**

The charity has a very close relationship with the Oxford University Kenya Project and the Cambridge University Kenya Project.

These are university societies to which the charity provides support. During the period the charity received £940 income from the Cambridge University Kenya Project.