

Charity Registration No. 1102474

Company Registration No. 05047081 (England and Wales)

**THE QUICKEN TRUST**  
**TRUSTEES' REPORT AND UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2015**

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COMPANIES HOUSE

# THE QUICKEN TRUST

## LEGAL AND ADMINISTRATIVE INFORMATION

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Director of development	Geraldine Booker	
Founder and consultant	Geoff Booker	
Trustees	John Caladine Ian Gardner Andrew Lightbown David Upfield Sarah Chapman James Fletcher	
Secretary	Geoff Booker	
Charity number	1102474	
Company number	05047081	
Principal address	West End Herstmonceux Hailsham East Sussex BN27 4NH	
Registered office	Chantry House 22 Upperton Road Eastbourne East Sussex BN21 1BF	
Independent Examiner	Nicholas Brown FCA DChA Plummer Parsons 18 Hyde Gardens Eastbourne BN21 4PT	
Bankers	CAF Bank Ltd 25 Kings Hill West Malling Kent ME19 4JQ	HSBC Terminus Road Eastbourne East Sussex BN21 3ND
Solicitors	Lawson Lewis Blakers 11 Hyde Gardens Eastbourne East Sussex BN21 4PP	

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# THE QUICKEN TRUST

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# THE QUICKEN TRUST

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 MARCH 2015

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The trustees present their report and accounts for the year ended 31 March 2015.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, applicable law and the Statement of Recommended Practice, "Accounting and Reporting by Charities", effective March 2005.

#### **Structure, governance and management**

The charity is a company limited by guarantee which was incorporated in England and Wales on 17 February 2004, and is governed by its memorandum and articles of association.

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

Simon Barnett	(Resigned 23 March 2015)
John Caladine	
Ian Gardner	
Andrew Lightbown	
Sharon Saunders	(Resigned 23 March 2015)
David Upfield	
Sarah Chapman	(Appointed 23 March 2015)
James Fletcher	(Appointed 23 March 2015)

Trustees are elected by the members by a majority vote in general meetings.

New trustees are identified as those with sufficient skills to serve the work of the trust both from a business and spiritual perspective. Suitable induction and training is provided as required.

None of the trustees has any beneficial interest in the company.

The day to day management of the trust is undertaken by Mr Geoff Booker and Mrs Geraldine Booker together with support staff overseen by meetings of trustees from time to time.

The trustees continually examine the major business and operational risks which the charity faces to ensure systems are established to enable regular reports to be produced so that necessary steps can be taken to lessen those risks.

#### **Objectives and activities**

The charity's objects as defined in its Memorandum and Articles of Association are;

- a) to advance the Christian faith in such parts of the world as the trustees may from time to time think fit and to fulfil such other purposes which are exclusively charitable according to the law of England and Wales and are connected with the charitable work of the Charity;
- b) to relieve persons who are in conditions of need or hardship or who are aged or sick and to relieve the distress caused thereby in such parts of the world as the trustees may from time to time think fit;
- c) to advance education in accordance with Christian principles by such means as the trustees may consider appropriate including by means of establishing and operating any educational establishment or establishments in such parts of the world as the trustees may from time to time think fit.

# **THE QUICKEN TRUST**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2015**

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The primary work of the trust is supporting the work of the Kabubbu Development Project (KDP). This is a company registered in Uganda as a company limited by guarantee and also registered as a NGO (Non Government Organisation). There is a separate Uganda Quicken Trust registered as a company limited by guarantee and a NGO.

The KDP own the land and construction works carried out within the Kabubbu village.

Both the KDP and Quicken Trust Uganda are involved in the relief of poverty, schooling, health and other needs in the Kabubbu village area.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

##### **Review of activities**

The Trust continues to focus its efforts on supporting the families and orphans of Kabubbu village in Uganda. It has sought to raise funds and encourage orphan sponsorship and support for the elderly to alleviate poverty and improve health in the Kabubbu area. All monies raised for specific projects or orphans have been allocated directly to those projects.

The main fund raising event was for a Maize Mill for the community of Kabubbu during the third quarter. This was promoted in all local print media with the intent to raise £7,500. This sum was fully achieved.

Participation in the Brighton Marathon, the Chari-Tea Party concept and relating to businesses and other entities also provide for general initiatives.

Awareness of the Trust's activities continues in the UK through radio and newspapers; working with UK schools assisting with Diversity and Racial Harmony education; speaking by invitation to churches, clubs, societies and organisations; networking and communicating with other similar charities and grant making trusts; encouraging volunteer groups to make educational visits to Kabubbu and assist with projects that meet the objectives of the charity through their networking of their visit and fundraising; regular contact with Ugandan local, district, regional and national resource providers and politicians; meetings with the British High Commissioner; regular communication with individual and corporate sponsors. The trustees and management of the Trust made ten individual visits to the projects in Kabubbu during the year.

Awareness of the Trust's activities in Kabubbu continues through meetings with the High Commissioner for Kampala at the British High Commission in Kampala. She entertained a group of Girl Guides at her residence in July and also visited Kabubbu in October 2014 as Guest of Honour for the Kabubbu Awards Ceremony. We now have a positive relationship.

The Trust working environment continues to benefit from its relocation at the end of 2012 through the provision of an office in Herstmonceux of some 2,500 sq ft. The landlord has permitted the Trust to pay a reduced rent (commercially valued at £17,000 p/a) of £12,000 as the landlord's contribution to the work of the Trust. The landlord has also permitted the Trust to rent two office rooms on the first floor which reduces Quicken Trust net outgoings for rent to only £50 per month (£600 p/a) for the entire building. This should be taken into account when calculating the total costs of Trust administration. There are two additional rooms that could be let and consideration will be given to this. The additional letting of these two could give the Trust a total monthly income of £1,660; 66% greater than its rental outgoings for the entire building subject to maintaining current rent levels.

# THE QUICKEN TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2015

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The Trust total income for the year was £584,545 [down 3.72%] on the previous year (£2014, £607,132). This is accounted for to a large extent by a reduction in the Church & Community Centre Income of £9,868 [down 71.34%] (by £24,560) on the previous year because there was little promotion for this while the Trust is revising plans of the building. As such this has not dramatically affected support for the development of the community through education, health, welfare and so on as the voluntary income for such resourcing is £444,965 [down 0.55%] on the previous year (2014, £447,443) excluding Gift Aid returns.

The Trust is constantly mindful of pressure on the increases in general costs particularly for those over which it has little control. The Trust has taken steps during the year to minimise all significant costs with such support costs for 2015 reducing to £102,333 against 2014 costs of £109,076. This is a year on year reduction of 6.18%. It should be noted that total support costs for 2015 included an additional salary at £10,775 which means the Trust exercised considerable cost-saving exercises elsewhere and will continue to monitor such costs going forward.

It is worth noting that grants made specifically for administration costs plus the use of Gift Aid income for such general administration purposes means that the administration costs of the Trust are substantially met from sources other than taking such costs from regular or other one-off donations.

The administration work of the trust is dealt with at the Herstonceaux office by 4 paid staff as well as the unpaid services of Geoff and Geraldine Booker. The trust are grateful for the additional support of 12 volunteers in the UK and the wonderful sacrifice of many who travel to Uganda on educational and support trips each year. Last year 65 visited Kabubbu.

A special project fund established in 2013/14 continues to assist the wages of an office administrator. The position was filled in June 2014 and funds should be sufficient for at least another year.

The Trust is considering taking on the freelance consultancy services of a fundraising specialist for a six month period during 2015/16 to assist in creating grant applications. The costs of this position would be met by a donation from another trust.

The trustees are considering conducting a review of all aspects of trust activity during the coming year.

#### **What has been achieved**

At the start of the new academic year in February 2015 the Primary School had 559 pupils (up 39.05% on previous year) of whom 258 are in supported education (up 22.27%). A number of sponsored pupils completed primary education in November 2014 and have progressed to secondary education. Grade 1 and 2 passes at P7 exams were 46.15%, a decrease (down 23.08%) from 60% of those who sat their exams in November 2013. The new Head Teacher (appointed in February 2013) is dedicated to raising standards. The Nursery classrooms have proved popular and are preparing children for primary education. Sponsored pupil intake is limited to 30 per academic year along with 20 self-funded pupils. Supported literacy classes for P6 and P7 continue to assist the understanding of English to help pupils improve examination results.

Trust High School had 619 students (up 53.98%). 107 are in supported education (down 20.74%) through the Trust. The main student growth has come from marketing its service in the north of Uganda (Gulu and surrounds) where there is a large population of students at secondary school level and insufficient schools to cater for them. The school has continued to benefit from building works funded by the Trust to complete the necessary infrastructure. Paying students are only accepted if there are spare places left after accommodating the children in Kabubbu with supported education. Through the Head Teacher and his deputy there continues to be a positive sense of order and discipline to the school. A Chaplain for Trust High School gives spiritual oversight for the boarding students and the school in general. His responsibilities also include a Christian service each Sunday for the students, to reflect the faith foundation of the school, which is open to the wider community to attend.

# **THE QUICKEN TRUST**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2015**

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A wide range of clubs are run by the pupils including a Scripture Union and a Scout Pack. The Girls' Volleyball team became the National Champions for the fourth year running and represented Uganda in the East Africa Post Primary Championships. The School Choir was not able to afford to compete in national competitions after coming third in a national school choir competition in 2013, the first time they had entered the competition. A visit by a UK Girl Guides group in July has created a Girl Guides group at the school.

In November 2014, 28 sponsored students (down 12.50% on 2013) took the Ugandan equivalent of GCSE with 17.85% gaining a Grade 1 or Grade 2 pass (down from 21% last year).

In November 2014, 6 sponsored students (down 57.14% on 2013) took the Ugandan equivalent of 'A' Level with 2 (33.33%) gaining grades high enough to qualify for university (up from 30% last year).

The KDP has three students on a Scholarship with Pestalozzi International Village in the UK.

THS was the Trust's main resourcing focus for 2014/15. A container funded by The Fonthill Foundation and goods resourced by Burgess Hill School for Girls left the UK in April 2015.

The Health Centre has continued to develop greater professionalism. It continues to treat approximately 1,500 patients a month depending on local conditions. Each patient contributes a small amount to the cost of a course of treatment. Supported children receive free treatment. The Ugandan government meets a small percentage of the Health Centre's costs and supports an immunisation programme although such funds are not always forthcoming and have to be met by the Trust. The Trust aims to meet any agreed budget deficit as well as agreed additional health needs as they arise.

The Kabubbu Development Project has continued its partnership with Mildmay Hospital and the AIDS Support Centre continues to treat up to 500 patients per month with ARVS.

The KDP and QT maintain a review of its financial status with the centre's expenses. Three day wards (men, women and children) have been created to enable enhanced treatment and also to serve as an income generator for the Centre. There are plans to introduce a small operations unit to encourage an additional income generating programme. A donation on ultra-sound equipment also helps bring in income. Such equipment is rare in a rural health centre and almost non-existent in major hospitals in Uganda. The cervical cancer screening programme, introduced into the Health Centre facilities during 2012/13 has proved effective. Cervical cancer is the most frequent cancer among women aged from 15 - 44 in Uganda.

The Kabubbu Parish Health Centre continues to be noted by the medical authorities in Wakiso District as a centre of excellence in its provision of health services.

The Family Support programme has continued to expand. More people are beginning to identify themselves as AIDS/HIV positive and as the stigma of shame associated with having AIDS has been reduced by a sensitisation programme and the recognition that the necessary drugs will be available at no cost in Kabubbu. Some 500 patients continue on the AIDS support programme (see above).

The Welfare programme also supports the elderly in the community through the 'Adopt-a-Granny' programme with 100 elderly receiving support. Since inception the Welfare programme has rebuilt or new-built more than 140 derelict houses for families including pit latrines and water harvesting facilities where required.

The Adult Literacy Centre and Library continues its adult and children's extra-curricular education programmes. Focus continues to be given to education in animal husbandry and management as part of a programme by Quicken Trust that has introduced additional livestock, agricultural and work initiatives. A detailed farming improvement programme is being funded by a UK company to increase crop yields for local subsistence farmers in their compounds. More than 150 farmers have been trained. This has produced substantial increases in crop yield from the same area of land, up to 10 times the amount produced from traditional farming methods, providing sufficient food for a family of four all year with additional crops to sell for the farmer to receive an income. This is a major step towards self-sufficiency and is being offered to all farmers in the community.

# THE QUICKEN TRUST

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2015**

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The community's Resort and Conference Centre project has hosted several local conferences during the year. Several independent travellers/businessmen, institutions and NGOs have used the facilities. The Trust continues its resource and training of the community for this project. The educational volunteer programme that uses some of the resorts resources, has resulted in several teams, particularly from UK schools, visiting and staying in Kabubbu to assist the community and Kabubbu schools in practical ways.

Fund raising for the Community Church and Community Centre to cater for the spiritual and life enhancing needs of the community has not been focussed on during this period but is to be regenerated during 2015. There is a specific need to provide a centre for spiritual needs through a church presence in the village centre as the current community church meetings are held in the dining hall of Trust High School which is outside of the village centre and is in a 'place of learning' which is a threatening environment for the uneducated adults in Kabubbu. There is also a need to provide an established centre for counselling of abused women and children, a youth centre free of gambling and drug abuse, a centre for family friendly entertainment and a general meeting place for community meetings. A freehold piece of land has been made available by a donor and over £60,000 has already been raised with an additional promise from a grant making trust for a further £25,000. Quicken Trust has made a further grant application to a different trust for up to £40,000 which is being considered by that trust during 2015/16 and the project should feature in the Trust's Christmas 2015 campaign to complete the necessary funding.

It is hoped that work can begin on the foundations of this facility during the latter part of 2015/early 2016.

General aspects include:

The spiritual needs of the community which have been helped through further grants to assist church fabric, literature and worship resources.

The Kabubbu Development Project has made available allotments for up to 100 families to rent annually for a peppercorn rent from its land bank. These are either families dispossessed by landlords or who have insufficient land access of their own to grow sufficient crops to feed their families. There has been some take-up but not as high as expected. This programme will develop in the next year or so.

The police station in Kabubbu continues to reduce incidences of petty crime but the police resources are limited. Meetings between KDP staff supported by Quicken Trust staff and relevant authorities in Wakiso District continue to seek to improve this service.

The general development of management skills and resources was helped through a continuing series of seminars throughout the year on basic management and budgeting for the Heads of Department. This seeks to bring greater management understanding and training to the senior employees particularly the Executive Director and the Heads of Department. The secretary is providing more dedicated support to the Executive Director and some administration procedures are being gradually moved from the QT office to the KDP office.

The Executive Director visited the UK in October/November 2014 on a Commonwealth Scholarship for a four week period and undertook a range of courses in London on finance and management as well as on mediation. He also acted as a focus for several meetings with donors and supporters.

A second series of seminars held in January 2015 brought greater understanding to more than 80 members of staff (of faith and no faith) on the Christian principles that undergird the Kabubbu Development Project and the Christian based support of Quicken Trust.

The year saw the first of the Kabubbu students who went to university, completing their degree courses and returning the village. They have filled roles with the KDP in accountancy, clinical specialists, nursing, secondary school teaching and farming specialists. Other students returning from their university courses will be considered for other roles thereby returning their years of educational support by giving their new skills back to the village to seek a better future for it.



# THE QUICKEN TRUST

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2015

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#### Performance and plans for next financial year

##### 1. Primary School:

- a) Maintain and improve on the excellence achieved to date
- b) Select an additional 30 children to be supported to start their education at Nursery level
- c) Refine and enhance the literacy programme for the P6 and P7 pupils to assist their understanding of English to enable better understanding of examination questions which are in English to improve pass levels of their examinations
- d) Review staff skills and performance
- e) Continue to assist the development of an agricultural project to train young children in best practices growing staple foods

##### 2. Secondary School:

- a) Maintain and improve on the excellence achieved to date
- b) Evaluate the number of students at the start of the school year
- c) Ensure supported children have priority placement
- d) Review staff skills and performance
- e) Continue the infrastructure development of the school to meet government criteria and curriculum
- f) Equip the school library with greater range of books
- g) Assist the development of sports
- h) Assist the development of music, dance and drama
- i) Assist the development of an agricultural project to train teenagers in best practices growing staple foods

##### 3. Health and AIDS Support Centres:

- a) Maintain and improve on the excellence achieved to date
- b) Continue nurse and midwife training to maintain current high standard of medical knowledge
- c) Evaluate review of maternity and delivery facilities to enhance resources
- d) Upgrade facilities especially immediate post-natal maternity care
- e) Review and revise where necessary needs associated with reducing maternal and infant mortality rates
- f) Encourage UK organisations to assist with the supply of medical resources
- g) Develop the resources that will bring a financial income to the Centre to help defray costs

##### 4. Adult Literacy & Library:

- a) Continue the development on the promotion of adult literacy
- b) Further develop a programme of improved vegetable growing techniques for local farmers
- c) Review the creation of a structured learning facility
- d) Assist the development of literacy programmes
- e) Continue the development of skills training particularly of the women to assist them in meeting the needs of their families through paid work

##### 5. Agriculture:

- a) Continue to expand the education programme for animal husbandry and management
- b) Review animal management and evaluate whether to resource additional animals for food and income provision
- c) Complete the creation of land use to create allotments and a model farm to educate and promote better crop husbandry and management
- d) Make available additional farmland to grow maize and similar crops to ensure food security for the project's schools and the wider community
- e) Further enhance the Foundations for Farming programme to more members of the wider community (numbers currently in review) to significantly increase maize production per acre
- f) Further develop the progress of trained community members who have received Foundations for Farming training as mentors to assist the 150+ trained farmers
- g) Review and experiment with crops other than maize for Foundations for Farming
- h) Consider the creation of a grain storage barn and a training centre subject to sufficient funds being raised

# THE QUICKEN TRUST

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2015**

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### **6. Church:**

- a) Review existing resources and for congregational and personal spiritual development
- b) Continue to provide facilities to promote the Gospel to the wider community
- c) Continue to provide facilities and resources for training Pastors
- d) Review and further develop Alpha Groups and the Simple Church concept
- e) Encourage the church to speak into women and child abuse cases
- f) Promote the necessary funding requirements to extend to a Community Church linked to a Community Centre

### **7. Community Housing:**

- a) Provide additional houses as requested by sponsors or funded through volunteers and assigned to the neediest
- b) Release more community housing for teachers and nurses

### **8. Welfare:**

- a) Review research data
- b) Evaluate how to meet basic needs from research
- c) Continue to ensure every household has mosquito nets
- d) Continue to provide improved sanitation within the community through pit latrines with each house build/rebuild
- e) Continue to meet the needs of the elderly
- f) Further promote the programme to counter women and child abuse

### **9. Visiting Kabubbu:**

- a) Assist the community in a continuing education process to best use their resource
- b) Encourage the maintenance of the number of educational volunteer groups and educational visits
- c) Encourage greater use of the resource by local organisations/individuals
- d) Encourage Resort Centre to seek additional income sources utilising existing resources
- e) Continue the refurbishment and maintenance programme
- f) Encourage more groups of volunteers and visitors to Kabubbu during the year
- g) Finalise the development of a dedicated Resort Centre website

### **10. General:**

- a) Continue to support the Kabubbu Development Project in its aim of achieving self-sufficiency through management education
- b) Continue to review budget processes with Executive Director and Heads of Departments
- c) Assist the KDP to increase its contribution to total costs from the 16% currently achieved
- d) Assist in an evaluation process for the administrative support needs of the organisation
- e) Continue working with Ugandan national, regional and local government to encourage them to improve (as in previous years) the infrastructure to the community, in particular:
  - (i) Piped water
  - (ii) Road improvement
  - (iii) Uninterrupted electricity supply
- f) Assist the community through achieving vocational training in various work skills and initiatives coupled with management education to develop and successfully run small businesses
- g) Review the potential for the Kabubbu schools that were on the British Council Global School Partnerships programme to gain the most possible through seeing if the relationship can be continued to previous or new UK schools

### **Public benefit**

The trustees consider that the objectives and activities as described above fulfill the requirements of the Charity Commission's public benefit disclosure.

### **Financial review**

There was a deficit for the year on the General Fund of £6,891.

# THE QUICKEN TRUST

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2015**

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### **Reserves policy**

It is the policy to ensure there are monies on General Fund to meet 3 months operating expenditure which is being maintained. All monies given specifically for Kabubbu are always submitted to the Kabubbu Development Project.

### **Asset cover for funds**

Notes 10 and 11 sets out an analysis of the assets attributable to the various funds and a description of the trusts. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

### **Statement of Trustees' responsibilities**

The trustees, who are also the directors of The Quicken Trust for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

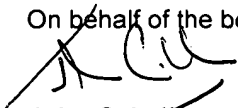
In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

On behalf of the board of trustees



**John Caladine**

Trustee

Dated: 21 November 2015

# THE QUICKEN TRUST

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE QUICKEN TRUST

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I report on the accounts of the charity for the year ended 31 March 2015, which are set out on pages 10 to 19.

### Respective responsibilities of trustees and examiner

The trustees, who are also the directors of The Quicken Trust for the purposes of company law, are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011, the 2011 Act, and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination being a member of the Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;

have not been met, or

- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Nicholas Brown FCA DChA

Chartered Accountant  
Plummer Parsons  
18 Hyde Gardens  
Eastbourne  
BN21 4PT

Dated: 25/11/15

# THE QUICKEN TRUST

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2015

	Notes	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
<b>Incoming resources</b>					
Incoming resources from generated funds					
- Voluntary income		192,299	330,196	522,495	551,309
- Activities for generating funds		-	1,588	1,588	4,487
- Investment income		11,818	-	11,818	819
Incoming resources from charitable activities					
- Visiting Kabubbu income		-	48,644	48,644	50,517
<b>Total incoming resources</b>	<b>3</b>	<b>204,117</b>	<b>380,428</b>	<b>584,545</b>	<b>607,132</b>
<b>Resources expended</b>					
Costs of generating voluntary income		6,507	-	6,507	2,784
Charitable activities					
- Grants and donations		38,306	381,528	419,834	368,122
- Other Kabubbu costs		16,608	51,917	68,525	58,696
- Support costs		91,558	10,775	102,333	109,076
Governance costs		7,701	-	7,701	11,322
<b>Total resources expended</b>	<b>4</b>	<b>160,680</b>	<b>444,220</b>	<b>604,900</b>	<b>550,000</b>
<b>Net incoming/(outgoing) resources before transfers</b>		<b>43,437</b>	<b>(63,792)</b>	<b>(20,355)</b>	<b>57,132</b>
Transfers between funds		(50,328)	50,328	-	-
<b>Net (expenditure)/income for the period/ Net movement in funds</b>		<b>(6,891)</b>	<b>(13,464)</b>	<b>(20,355)</b>	<b>57,132</b>
Fund balances at 1 April 2014		34,365	87,684	122,049	64,917
<b>Fund balances at 31 March 2015</b>		<b>27,474</b>	<b>74,220</b>	<b>101,694</b>	<b>122,049</b>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# THE QUICKEN TRUST

## BALANCE SHEET

AS AT 31 MARCH 2015

	Notes	2015 £	£	2014 £	£
<b>Fixed assets</b>					
Tangible assets	7		1,184		2,222
<b>Current assets</b>					
Debtors	8	15,694		56,869	
Cash at bank and in hand		149,638		135,357	
		<u>165,332</u>		<u>192,226</u>	
<b>Creditors: amounts falling due within one year</b>	9	<u>(64,822)</u>		<u>(72,399)</u>	
<b>Net current assets</b>			<u>100,510</u>		<u>119,827</u>
<b>Total assets less current liabilities</b>			<u>101,694</u>		<u>122,049</u>
<b>Income funds</b>					
Restricted funds	10	74,220		87,683	
Unrestricted funds	10	27,474		34,366	
		<u>101,694</u>		<u>122,049</u>	


The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2015. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for 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 incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The accounts were approved by the Board on 21 November 2015

  
John Caladine  
Trustee

  
David Upfield  
Trustee

Company Registration No. 05047081 (England and Wales)

# THE QUICKEN TRUST

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

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### 1 Accounting policies

#### 1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE, effective April 2008), the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

#### 1.2 Incoming resources

Gifts, donations, legacies and other forms of voluntary income are recognised as incoming resources when received, except insofar as they are incapable of financial measurement. Donations and gifts towards accommodation and other costs for those visiting Kabubbu are recognised on receipt of the money. Gift Aid Tax recovered under gift aid is accrued within the accounts as received and credited to the General fund as per information provided on promotional material.

Monies received for travel flights from those travelling to Kabubbu to provide support services and for educational visits are recognised when the trip takes place as is the corresponding expenditure. Where monies are received in the period prior to the trip, they are deferred and released in the following year when the trip takes place.

#### 1.3 Resources expended

Expenditure is included on an accruals basis and allocated to the appropriate cost centre. Expenditure for charitable activities includes grants given, other direct charitable costs such as the direct costs of groups visiting Kabubbu to provide support and the purchase of equipment, and the support costs in carrying out the activities such as administration. In addition, there are cost centres for fundraising and governance costs, which are the costs incurred in the strategic management of the charity and of complying with constitutional and statutory requirements.

#### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computers and equipment	33.3% on a straight line basis
Motor vehicles	20% on a straight line basis

Fixtures, fittings and equipment above £1,000 are capitalised.

#### 1.5 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

# THE QUICKEN TRUST

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

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### 1 Accounting policies

(Continued)

#### 1.6 Funds

##### Unrestricted funds

###### General fund

This fund received all undesignated monies and oversees the day-to-day operations of the charity. It supports various projects in Kabubbu as required from time to time.

###### Designated fund:

###### Travel bond

The sum of £20,000 is set aside in a designated fund to provide a guarantee for Kent County Council and others as required in the event of the provider of travel arrangement or Quicken Trust being unable to meet their obligations to volunteers on visits to Kabubbu.

###### 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.

The restricted funds are:

###### Visiting Kabubbu fund:

This fund records monies received for travel flights to Kabubbu and the corresponding expenditure.

###### Church and Community Centre fund:

A fund to raise money to send to Kabubbu for the construction of a Church and Community Centre.

###### Community Development fund:

This fund is for monies received for the Kabubbu Development Project which go towards the various Kabubbu projects, including Education, Welfare, Orphan Family Support and Health or to be spent more generally in Kabubbu for its development.

###### Special projects

This relates to a special gift to enable the trust to employ an office manager in 2014/15.

### 2 Taxation

The Quicken Trust is a registered charity and its charitable activities are considered exempt from United Kingdom Taxation.



# THE QUICKEN TRUST

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

### 3 Incoming resources

	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
<b>Voluntary income</b>				
General donations	124,637	46,298	170,935	104,823
Education	-	177,819	177,819	175,676
Welfare	-	35,056	35,056	39,046
Health	-	41,285	41,285	92,153
Orphan family support	-	19,870	19,870	10,735
Special Projects	-	-	-	25,000
Church and Community Centre	-	9,868	9,868	34,428
Tax refunds	67,662	-	67,662	69,448
	<u>192,299</u>	<u>330,196</u>	<u>522,495</u>	<u>551,309</u>
<b>Activities for generating funds</b>				
Brighton Marathon	-	425	425	2,527
Other marathons and fundraising events	-	1,163	1,163	1,960
	<u>-</u>	<u>1,588</u>	<u>1,588</u>	<u>4,487</u>
<b>Investment income</b>				
Interest received	198	-	198	111
Rental income (Upstairs Offices)	11,620	-	11,620	708
	<u>11,818</u>	<u>-</u>	<u>11,818</u>	<u>819</u>
<b>Incoming resources from charitable activities</b>				
Kabubbu travel flights	-	48,644	48,644	50,517
	<u>-</u>	<u>48,644</u>	<u>48,644</u>	<u>50,517</u>
<b>Total incoming resources</b>	<u>204,117</u>	<u>380,428</u>	<u>584,545</u>	<u>607,132</u>

# THE QUICKEN TRUST

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

### 4 Total resources expended

	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
<b>Costs of generating voluntary income:</b>				
Promotional and marketing costs	5,952	-	5,952	2,412
Bike ride and marathon fundraising	555	-	555	372
	<u>6,507</u>	<u>-</u>	<u>6,507</u>	<u>2,784</u>
<b>Charitable activities: grants</b>				
General gifts and donations	38,306	70,815	109,121	80,934
Education	-	179,427	179,427	164,034
Welfare	-	48,814	48,814	47,308
Health	-	67,472	67,472	67,233
Orphan family support	-	15,000	15,000	8,613
	<u>38,306</u>	<u>381,528</u>	<u>419,834</u>	<u>368,122</u>
<b>Charitable activities: other Kabubbu costs</b>				
Kabubbu travel	-	51,557	51,557	41,265
Other Kabubbu related costs	16,608	360	16,968	17,431
	<u>16,608</u>	<u>51,917</u>	<u>68,525</u>	<u>58,696</u>
<b>Charitable activities: support costs</b>				
Salaries	26,524	10,775	37,299	29,137
Staff healthcare and welfare	5,035	-	5,035	4,889
Telephone and internet	2,788	-	2,788	4,015
Office rent	12,000	-	12,000	12,442
Office utilities	2,836	-	2,836	3,863
Administrative assistance	2,490	-	2,490	2,565
Printing, postage and stationery	8,955	-	8,955	7,998
Travelling and motor expenses	15,106	-	15,106	17,992
Hospitality, entertaining and refreshments	323	-	323	125
Property and equipment maintenance	1,472	-	1,472	9,220
Website and IT maintenance	6,287	-	6,287	8,274
Collection agency costs	763	-	763	652
Insurance	3,574	-	3,574	3,660
Training	792	-	792	1,103
Depreciation	1,038	-	1,038	1,470
Miscellaneous expenses	1,575	-	1,575	1,671
	<u>91,558</u>	<u>10,775</u>	<u>102,333</u>	<u>109,076</u>

# THE QUICKEN TRUST

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

### 4 Total resources expended

(Continued)

	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
<b>Governance costs:</b>				
Legal and professional fees	-	-	-	250
Accountancy and payroll	5,281	-	5,281	5,941
Auditors' remuneration	214	-	214	3,479
Independent Examination	1,800	-	1,800	-
Consultancy	64	-	64	1,400
Bank charges	342	-	342	252
	<u>7,701</u>	<u>-</u>	<u>7,701</u>	<u>11,322</u>
<b>Total resources expended</b>	<u>160,680</u>	<u>444,220</u>	<u>604,900</u>	<u>550,000</u>

### 5 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year. Fees were paid to the firms of Mr Caladine and Mr Barnett (see related parties).

### 6 Employees

#### Number of employees

The trust is wonderfully served by volunteers and some administrative work has been outsourced.

The average monthly number of employees during the year was:

	2015 Number	2014 Number
Support staff	<u>4</u>	<u>4</u>
<b>Employment costs</b>	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Salaries	37,299	28,319
Social security costs	-	818
	<u>37,299</u>	<u>29,137</u>

There were no employees whose annual emoluments were £60,000 or more.

# THE QUICKEN TRUST

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

### 7 Tangible fixed assets

	Computers and equipment £	Motor vehicle £	Total £
<b>Cost</b>			
At 1 April 2014 and at 31 March 2015	11,138	17,097	28,235
<b>Depreciation</b>			
At 1 April 2014	8,917	17,096	26,013
Charge for the year	1,038	-	1,038
<b>At 31 March 2015</b>	<b>9,955</b>	<b>17,096</b>	<b>27,051</b>
<b>Net book value</b>			
At 31 March 2015	1,183	1	1,184
At 31 March 2014	2,221	1	2,222

### 8 Debtors

	2015 £	2014 £
Income tax recoverable	11,664	33,803
Prepayments	4,030	23,066
	<b>15,694</b>	<b>56,869</b>

### 9 Creditors: amounts falling due within one year

	2015 £	2014 £
Taxes and social security costs	395	-
Accruals	4,800	7,680
Other creditors	233	-
Deferred income	59,394	64,719
	<b>64,822</b>	<b>72,399</b>

Deferred income relates to monies received for trips to Kabubbu received in the financial year but relating to trips after the year end.

# THE QUICKEN TRUST

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

### 10 Movement in funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				
	Balance at 1 April 2014	Incoming resources	Resources expended	Transfers	Balance at 31 March 2015
	£	£	£	£	£
<b>Unrestricted funds</b>					
General fund	14,365	204,117	(160,680)	(50,328)	7,474
Travel bond	20,000	-	-	-	20,000
	<u>34,365</u>	<u>204,117</u>	<u>(160,680)</u>	<u>(50,328)</u>	<u>27,474</u>
<b>Restricted funds</b>					
Visiting Kabubbu fund	-	48,644	(51,556)	2,912	-
Church and Community Centre fund	50,127	9,868	-	-	59,995
Community Development fund	12,557	321,916	(381,889)	47,416	-
Special Projects fund	25,000	-	(10,775)	-	14,225
	<u>87,684</u>	<u>380,428</u>	<u>(444,220)</u>	<u>50,328</u>	<u>74,220</u>
<b>Total funds</b>	<u>122,049</u>	<u>584,545</u>	<u>(604,900)</u>	<u>-</u>	<u>101,694</u>

Note:

- The sum of £50,328 was transferred from the General fund to the Visiting Kabubbu fund and the Community Development fund to finance excess expenditure over income.

# THE QUICKEN TRUST

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

### 11 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31 March 2015 are represented by:			
Tangible fixed assets	1,184	-	1,184
Current assets	91,112	74,220	165,332
Creditors: amounts falling due within one year	(64,822)	-	(64,822)
	<u>27,474</u>	<u>74,220</u>	<u>101,694</u>

### 12 Financial commitment

The Trust entered into a 5 year lease with Mr and Mrs Booker on 14 September 2012 for the property Beards Building West End, Herstmonceux, at a reduced rental of £12,000 pa against a market rent of £17,300 pa. Under the terms of the lease any rental income received from the upstairs accommodation can be added to the rent paid to the Bookers. However, the Bookers have waived any entitlement to this.

### 13 Related parties

The charity was under the control of its directors throughout the year.

Mr Geoff Booker and Mrs Geraldine Booker (members of the trust) are Directors of the Kabubbu Development Project a company registered in Uganda which is a NGO (Non Government organisation).

During the year the GB Trust, a trust whose trustees are Mr G Booker, Mr J Caladine and Mr I Gardner donated the sum of £8,200 (2014: £19,500) to the funds of the Quicken Trust.

Health and travel insurance funded by the GB Trust is paid on behalf of Mr and Mrs G Booker to cover their stays in Uganda at a cost of £4,749 (2014: £4,375).

Rent of £12,000 (2014: £12,442) was paid to Mr Geoff Booker and Mrs Geraldine Booker for provision of office facilities against a commercial valuation of £17,000. Mr Geoff Booker received £nil (2014: £1,200) for professional fees for consultancy.

The flights and accommodation costs of Mr Booker and Mrs Booker of £8,240 (2014: £8,478) are covered by donations from the Bookers and from the GB Trust and included in the General Fund. Mr Booker was reimbursed mileage in the year of £1,932 (2014: £1,790).

Neither Mr nor Mrs Booker were paid salaries from the Quicken Trust.

Mr J Caladine and Mr I Gardner (trustees) and Mr G Booker (a member of the trust) are members of The Quicken Trust - Uganda a company registered in Uganda and is a NGO (Non Government Organisation).

Mr J Caladine is a director in Caladine Limited who received professional fees of £5,281 (2014: £5,941).

Mr S Barnett (trustee) is a director of Advantage Technologies Limited which provided IT goods and services of £1,745 (2014: £3,899).