



Promoting Justice, Health, Education & Social Development

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CENTRAL AFRICA'S RIGHTS & AIDS (CARA) SOCIETY (A Company Limited by Guarantee)

TRUSTEES' REPORT & ACCOUNTS *FOR THE YEAR ENDED 31 MARCH 2014*

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COMPANIES HOUSE

Charity Registration No. 1135610

Company Registration No. 06673504 (England and Wales)

Company No. 06673504 - Charity No. 1135610 - HMRC No.: XT12788
OISC No. N200500010 - ICO No.: Z154587X - Debt Counselling Group Licence No. G900014

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CENTRAL AFRICA'S RIGHTS & AIDS (CARA) SOCIETY
(A company limited by Guarantee)

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees: Mr Abdilahi Dahir NUR, DIPSW BA (Hon's) LLM – Director
Mr Maximilien Ekoli LIONGO, BA (Hon's) PGCE – Director
Mr Nduli Marcel MBUIMA – Director
Mr Jean-Luis NGAMUNA-TAMPA, BSc (Hon's) – Director
Ms Constantine Anne WAYINU – Director

Secretary: Ms Almonda Bumi COLE, BA (Hon's)

Charity Number: 1135610

Company Number: 06673504

Registered Office: 18 - 22 Ashwin Street
Dalston
Hackney
London
United Kingdom
E8 3DL

Bankers: HSBC Bank PLC
160 Clapton Common
Stamford Hill
Clapton
London
E5 9AH

CENTRAL AFRICA'S RIGHTS & AIDS (CARA) SOCIETY
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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2014

TRUSTEES' REPORT

The trustees are delighted to present their report together with the annual financial statements of the charity for the year ended 31 March 2014.

The accounts have been prepared in line with the accounting policies set out in note 1 to the accounts and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

About the Charity

The Central Africa's Rights & AIDS (CARA) Society was established on 13th July 2003 to promote justice, health, education and social development as well as the interests of all its members and to advance their cause, and to bring together all Africans, refugees and asylum seekers in United Kingdom

CARA is a registered charity by the Charity Commission of England and Wales - Charity No. 1135610; a Company Limited by Guarantee Registered by the Companies House in England and Wales – Company Registration No. 06673504; a Charity Registered by Her Majesty's Revenues & Customs – HMRC No.: XT12788; Registered by the Information Commissioner's Office No.: Z154587X and exempted to provide immigration advice and services by the Office of Immigration Services Commissioner (OISC) - Ref. No.: N200500010.

Structure, Governance, Recruitment of Trustees and Management

CARA is a company limited by guarantee incorporated in England and Wales on 14/08/2008. The Company was registered as a charity with the Charity Commission of England and Wales on 21 April 2010 (Charity No. 1135610).

The trustees, for the purpose of company law, who served during the year, were:

Mr Abdilahi Dahir NUR, DIPSW BA (Hon's) LLM – Director

Mr Maximilien Ekoli LIONGO, BA (Hon's) PGCE - Director

Mr Nduli Marcel MBUIMA - Director

Mr Jean-Luis NGAMUNA-TAMPA – Director

Ms Constantine Anne WAYINU – Director

Ms Almonda Bumi COLE, BA (Hon's) – General-Secretary

None of the trustees has any beneficial interest in the company. All of the trustees are members of the Board of Directors of the company and guarantee to contribute £1.00 in the event of a winding up.

How We Are Structured Behind The Scenes

CARA is staffed and led by a group of unpaid volunteers. Through the training, information systems and operational support it provides, our charity is equipped to deliver the highest quality advice to members of the community and the public at large. In turn, service users' evidence through our surveys as well as one to one interviews alerts our company to widespread problems that require action at local, national and international levels.

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Type of Governing Document

Memorandum and Articles of Association incorporated on 14 August 2008 as amended by the Special Resolution adopted on 20 March 2010, as registered at the Companies House on 13 April 2010.

Appointment and Training of Trustees

CARA may, by ordinary resolution, appoint a person who should be both an adult and willing to be a director. Therefore s/he shall become a trustee or a member of the Board of Directors. A Board of Trustees, made up of six members, currently administers the charity.

Our Board of Trustees recruits new trustees to ensure that the board maintains an appropriate mix of skills and expertise that is appropriate to the current and developing needs of the charity. Our trustees are provided with sufficient information, training and assistance in order to ensure that they understand the charitable purposes of our charity, the current financial position and other current key issues. New trustees are given the governing document, most recent accounts and recent minutes of trustees' meetings. Resources are made available to meet training requirements of the trustees.

Trustee Induction and Training

All Board of Trustees members must go through an induction process at the start of their work with our charity. This process aims to help them to familiarise with CARA's aims, objectives and structures, as well as the policies and procedures which are likely to be of relevance to their work. Our Board of Trustees meets approximately every three months, with day-to-day management delegated to a Coordinator. In addition, individual members of the Board of Trustees maintain regular contact with the Coordinator to supervise and assist when necessary in different areas of the charity's work.

Mission Statement

CARA's principles and vision statement include:

- 1.1. promoting health, education, social development and other charitable purposes such as advise, advocacy, information, referrals, immigration and welfare advise, drug misuse awareness, neighbourhood initiatives, community development, translation, interpretation, research and family mediation.
- 1.2. involving service users, especially those who are disadvantaged like disabled, older, children and young people, in the planning of services and improving the welfare of all the public.
- 1.3. empowering disadvantaged communities and all aliens to understand and integrate into the British society successfully and enabling African immigrants to understand British social policies very well in order to find ways of implementing them into the community.
- 1.4. valuing diversity, collaborative working/sharing of best practices, resources and providing training for professionals working with Central African community and helping in the rehabilitation of offenders and other disadvantaged disabled, old and young people; women victims of domestic violence and those who are pregnant and new mothers.

Objectives

CENTRAL AFRICA'S RIGHTS & AIDS (CARA) SOCIETY
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CARA's objectives are:

- (1) to relieve financial hardship by giving advisory and other charitable services such as money, food, clothing and housing to asylum seekers, refugees, offenders and those suffering from disabilities, sickness, old age, and joblessness;
- (2) to promote health and the relief of sickness of persons with diseases such as HIV/AIDS pandemic, STIs, TB, cancer and those suffering from the effects of physical, mental and learning disabilities through education, counselling, prevention awareness campaigns, access to medical facilities, support and the pursuit of healthy recreation, e.g. exercise and sport;
- (3) to advance education of the public by providing educational advisory and other services to parents/guardians and those in schools, colleges and universities (i.e. by setting up children's playgroups, parents/schools committees, research groups, work-related training, and providing links with job agencies;
- (4) the relief of unemployment for the benefit of the public in such ways as may be thought fit, including assistance to find employment;
- (5) to provide facilities for recreation and leisure time activities for people living in the area of benefit in the interests of social welfare who are in need of such facilities by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances with a view to improving the conditions of life of the said inhabitants;
- (6) the promotion of racial harmony;
- (7) to establish or to secure the establishment of a community centre and to maintain and manage, or to co-operate with any local statutory authority in its maintenance and management;
- (8) to further such charitable purposes for the benefit of the community and the public as the directors see fit;

Activities

CARA provides HIV/AIDS prevention, care and support, striving to reduce premature deaths, providing quality basic education for all, water and sanitation and helping the poor to know, understand and achieve their rights.

It is an independent international charity, which main activities include:

1. **HIV/AIDS:** prevention, care and support for those affected by HIV/AIDS through:
 - * *Outreach:* Distribution of free condoms and sexual health information about HIV/AIDS and other STIs;
 - * *Drop-in service:* Providing advice on sexual health issues and signposting to the relevant public services;
 - * *Campaigns:* Working with the communities to reduce the incidence of HIV, STIs and teenage pregnancy;
 - * *Support Group/Discussion:* Prevention, care and support for those affected by HIV/AIDS and their family;
 - * *Workshop/Seminars:* Empowering the poor people, especially women, to be in control of their sexual health;
2. **Health:** Striving to reduce childhood death and illness;
3. **Education:** Providing quality basic education for all, especially girls;
4. **Protection:** Protection for people affected by conflict, natural disaster and exploitation;

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5. **Translation & Interpretation Services** from and into English and more than 150 languages including French, Portuguese, Lingala, Kikongo, Somali, Kinyarwanda, Kirundi, Krio, Swahili, Shona, etc.
6. **Legal:** Helping the poor to know, understand and achieve their rights by providing information, counselling, community law centre, legal advice, advocacy and referrals on debt and money, immigration, employment, welfare, housing, etc;
7. **Volunteering:** Improve employability skills through provision of training on CV preparation, job application and job search skills, practical experience in basic office and customer services;
8. **Other charitable activities:** Disability awareness, Community Care, Community Relations, Cultural/Leisure activities, etc.

Day to Day Management of the Charity

Major financial and policy decisions are made by the trustees who are responsible for overall strategy, operations and activities of the charity. The charity is staffed and led by a group of unpaid volunteers who are coordinated by the trustees and have the responsibility for programme planning and implementation.

What We Do

CARA provides free, confidential and impartial advice to help people resolve their problems. We are equipped to deal with any issue, spanning from debt and employment to housing and immigration and everything in between. During 2013/2014 we have helped hundreds of service users with hundreds of problems. But we are not just here for times of crisis – we also use service users' stories anonymously to campaign and push for policy changes that benefit the population at local, national and international levels.

Risk Management

The Trustees have reviewed the major risks to which the charity is exposed and a risk register has been established which is reviewed and updated periodically. Major risks are those that negatively impact on the charity's ability to achieve its aims and meet the expectations of its beneficiaries and funders and the financial stability of the charity.

The Board of Trustees continues to keep under review the major risks to which CARA may be exposed. These have been identified as:

External Risks: The significant external risk is that of funding. The Board of Trustees has developed a Reserves Policy to address any sudden withdrawal of core funding and we are seeking to increase our reserves in future years.

Internal Risks: Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of service for all operational aspects of the charitable company. These procedures are kept under constant review by the Board of Trustees to ensure they continue to meet the needs of the charity.

Where appropriate, we have systems and procedures in place in order to mitigate the risks, which our organisation faces. Internal control risks are minimised by implementation of procedures and a clear structure of delegated authority. Therefore, since our charity continues to face serious financial problems, the Board of trustees plans to develop diversified funding streams and to set up a reserve that shall be in line with the reserves policy.

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How the Charity Works

In order to fulfil the task of providing its charitable activities and services, our organisation undertakes consultations with its beneficiaries, service users and members of the community. These consultations take place in a variety of settings, e.g. organising information seminars, one to one interviews, meetings and AGM. As CARA provides HIV/AIDS prevention, care and support, striving to reduce premature deaths, providing quality basic education for all, water and sanitation and helping the poor to know, understand and achieve their rights, our Board of directors set the strategic direction for our charity's work, which is carried through with the assistance of volunteers who have been crucial to taking forward the charity's work.

How The Public Knows Us

We do this through face-to-face, over the phone, in our monthly newsletters, through our website and weekly email. We also offer face-to-face advice and services from many other locations across London, including community centers, doctors' surgeries, courts, detention centres and prisons.

Volunteering

As a result of lack of funding at local and national level, CARA has been relying solely on volunteers to carry out its work in the community and campaigning at local, national and international levels.

We are grateful to be working in communities with a strong sense of giving back to the community and a keen interest in advancing the work that CARA does in making a difference in the lives of the less fortunate and underprivileged members of our communities – notably the lonely, the elderly, the sick, the disabled as well as asylum seekers, refugees and unemployed. We deeply value our volunteers and their talents. We have seen from firsthand experience the lasting impact volunteering has made in both the lives of the volunteer themselves as well as in the lives of the less fortunate and underprivileged members of our communities. And at CARA, as a matter of principle, we encourage our volunteers to share their experience (even though this is not mandatory). We have noted from our data collection system that our volunteers worked more than 14,500 hours from April 1st 2013 to March 31st 2014.

Training Report

CARA activities and services are underpinned and delivered by a team of well trained volunteers. We have seen many of these volunteers gain paid employment after a successful tenure at CARA.

As a community organisation, we strive to attract and involve a wide range of people members of the communities as advisers and other volunteers. This year, however, we have found ourselves training a significantly higher number of younger people than the previous year. Our volunteers contribute to CARA by investing their time, energy and enthusiasm. Our gratitude goes to the experienced volunteers who have supported and assisted all our trainees in their transition from trainee to advisers.

We aim to continue to improve service user's employability skills through the provision of different trainings on CV preparation, job application and job search skills.

In Kind Direct & Giving World Online

From April 1st 2013 to March 31st 2014 our charity was sourced £1,261.00 in goods valued at over £2, 500.00. The goods received have all been donated to persons in need and those who have found themselves in a destitute situation. More than 500 people have benefited from goods obtained from In-kind direct and Giving World Online during this period.

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203 Volunteers Gained As Much As They Gave

Volunteers make up 100 per cent of CARA work force, and, without them our work would grind to a halt. Our volunteers provided us the capacity to run our charity's services, and this has proven to be a huge comfort for our service users.

People's Time & Skills Used To Best Effect

Because of our expertise, experience and workforce over the years, our service users have, rightly so, certain expectations whenever visiting CARA. And funders have expectations about the speed with which our service users' cases should be concluded. We always strive to meet these expectations, and it's meant the creation of new volunteer roles. Assessors', for example, make an initial diagnosis of a client's problem to ensure they get the most appropriate service, while 'information assistants' might be on hand to provide a steer for those who are essentially able to help themselves. With new roles come new learning needs and we have developed modular training programmes to meet these.

Networking and partnership

Since our charity cannot do it alone and most funders are looking towards organisations to work together to provide value for money, we are in discussions with existing partners and looking out for new partners in order to strengthen our charitable work.

We work in partnership with other community organisations in order to meet the needs of our target groups. We run hosts of projects with other partners and are developing others. For example, we have worked with a wide range network of local, regional and national organisations, including the World Association of Non-Governmental Organizations (WANGO), Stop TB Partnership, HM Revenue & Customs (HMRC), Fundraising Standard Board, The Information Commissioner's Office (ICO), AdviceUK, Money Advice Trust, Office of Immigration Services Commissioner (OISC), London Voluntary Service Council, National Council for Voluntary Organisations (NCVO), Hackney Council for Voluntary Sector (HCVS), Hackney Voluntary Action (HVA), Hackney Homes, City and Hackney NHS PCT, and the Hackney African Forum (HaAFO).

This is a network of information, advice and specialist advisors in Hackney and across the UK and worldwide who are committed to independent free advice. It has been independently inspected to ensure that both the running of CARA and its advice delivery is of a consistently high standard. We are seeking to get the Legal Services Commission 'Quality Mark' at the specialist level, as this shall be our client's guarantee of quality assured services. We are grateful for the support received from our main funders Awards for All, Hackney Councils, Hackney PCT, Hackney Business Link, Hackney African Forum (HaAFO) and for the support made by the public and our members through memberships and donations. A thank you is also always owed to any future donor to CARA. Anyone interested in sponsoring CARA could contact us on +44 (0) 844 478 0015 - Mob: +44 (0) 795 695 2645 - Fax: +44 (0) 872 115 8436 -Email: info@cara-online.org.

Achievements and Performance

We will like to stress that in spite of its name, CARA is not only Central African organisation but it is an all inclusive organisation which doors are open to people of all nationalities. This is reflected in the different national groups that use our charity's services.

During 2013/2014, 21,894 people received information, assistance and advice and different services from our charity and many members of the community and the public have benefited from our projects. People from different sub-Sahara Africa as well as those from the Caribbean, European, Turkish and Asia have all benefitted from CARA's services and assistance. There were 2118 adults, 564 children and young people and 735 new arrivals who have all benefited from different CARA's projects.

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CARA provided HIV/AIDS prevention, care and support, striving to reduce premature deaths, providing quality basic education for all, water and sanitation and helping the poor to know, understand and achieve their rights. This is by providing the following services:

1. **Advice and Information:** Targeted outreach and provided information, advice, guidance, advocacy and referrals on debt, immigration, employment, welfare, housing, homelessness, CV writing, job search, STIs, HIV/AIDS, TB, cancer, diabetes, stroke, heart diseases, mental health illnesses, healthy eating, Giving Up Smoking, free condoms, drug misuse, domestic violence, family mediation, testifying in court, translation, interpretation, overseas aid, water and sanitation for lonely, needy old people, disabled and underprivileged children and other persons. We found our experience of delivering targeted service and support to connect with isolated new arrivals and immigrants living in isolation, especially very new arrivals and immigrants living in isolation, very rewarding. It enabled us to cultivate a practical working relationship with vulnerable individuals or families in settings they treated as theirs and therefore safe. Consequently we were able to build trust, confidence and understanding of the challenges and also respond to emerging issues. Such outreach visits always graduated to drop-in visits.
2. **Health promotion:** Emphasis on STIs, HIV / AIDS, TB, cancer, diabetes, drug misuse awareness and prevention messages through workshops / seminars, drama, distribution of free condoms and sexual health advice leaflets;
3. **Education:** CARA empowered the children, parents as well as any adult by helping them to reach their potentials, i.e. by equipping them with school fees as well as the right skills and knowledge that help to transform their lives.
4. **Translation & Interpretation Services:** We provided CERTIFIED OFFICIAL TRANSLATIONS of various documents such as Marriage Certificates, Birth Certificates, Passports, Naturalisation Certificates, etc. nationwide. Translations/interpretations are done from and into English and more than 150 languages, including French, Portuguese, Lingala, Kikongo, Somali, Kinyarwanda, Kirundi, Krio, Swahili, Shona, etc. We take requests over the telephone, fax, email and can post back translated documents anywhere in the United Kingdom. This service is provided to an extensive list of NGOs and Government bodies, Councils, Businesses and individual all over the United Kingdom. Our translations are recognised by Government Departments, Councils, Courts, Embassies, Consulates, etc. We provided the following translation/interpretation services: Certified Translation, Legal Translation, Commercial Translation, Technical Translation, Language Interpretation, Editing and Proofreading, Website Localisation and Document Services.
5. **Multi agency working relation:** Our experience of working with other agencies also confirmed the need to actively engage with other service providers if we are to address the multiple problems and barriers to access.
6. **Support groups:** This activity enabled us to facilitate the creation of social networks so as to reduce isolation and to provide valuable alternatives to the extended family settings to which African families are familiar and also to run domestic violence workshops including counselling.
7. **Research Project:** We are currently running a research project for wider public attention in relation to the issues of ritual child abuse through our work with women and children as well as faith communities.
8. **International projects:** CARA was involved in the relief of poverty, Africa development, international development, provision of sponsorship, disaster management and also provided aid relief for the poor, supported communities to better withstand disaster by equipping them with the right information and skills needed in order to overcome these problems.

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External Factors affecting achievement of charitable objectives

The lack of funding over the past year has been a substantial barrier in delivering CARA's charitable objectives. It has made it difficult, and at times impossible, to meet CARA's many objectives and this, it must be admitted, has therefore affected the performance of our charity.

Plans for the future

Objectives for 2014/2015 & Strategic Development

We are working on securing the needed funds from a number of potential bodies to enable CARA to continue to provide the same support and services to its members as well as to the wider community and the public. Our focus for the coming months include co-leading the local fight against economic deprivation. We aim to achieve this by broadening our service users' access to mainstream services as well as by amplifying the voice of the African refugees, asylum seekers and other migrants.

Our charity wishes to be exempted at OISC Level 3 as well as to have specialist immigration advisers to represent service users at bail and appeal hearings before an Immigration Judge at the First-tier Tribunal (Immigration and Asylum Chamber). We aim to secure funding that will allow us to employ both a Solicitor and a Barrister whose task will include dealing with our service users on a full-time basis. As the cost of providing legal advice and services does not go away, we wish to have continued support from the Central and local governments as well as our members of the public in the future.

Other future plans will include:

- Raising the standard of living of individuals through training in skills that will help them and their families to be self reliant and capable for better jobs.
- Increase awareness on health and social inclusions and encourage individuals to improve their wellbeing by organising workshops and focus groups.
- Increase the involvement of youth in activities that improve their understanding of their culture, through reading and writing of their cultural language.
- Develop a programme for work with street kids in Africa.
- Reduce crime through activities that raise awareness of the dangers involved and how best to deny or avoid violence.

Public Benefit Statement

Our Board of Trustees has a duty to report on how our charity's activities deliver benefits to the public. The sections of this Report above entitled "Objectives and Activities" and "Achievements and Performance" set out CARA's objectives and report on the activities and successes in the year to the 31st of March 2014. The section entitled "Future Plans: Objectives for 2014/2015" explains the plans for the next financial year. The work of CARA benefits the community and members of the public in both Africa and the UK.

CARA's trustees have considered this matter and concluded that:

1. the benefits are for the public, are not unreasonably restricted in any way;
2. the aims of the organisation continue to be charitable;
3. there is no detriment or harm arising from the aims or activities; and
4. the aims and the work done give identifiable benefits to individuals in need;

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Financial Review

CARA relies on its members and the generosity of good-willed individuals to carry out its work in United Kingdom and Africa. As such, we are grateful to our funders, donors and other stakeholders who have supported us in the past and those who continue to support our projects.

As many other charities, CARA too continue to endure financial constraints for the next financial year. However, in – spite of these constraints, we aim to continue to provide our charity's service users with services that meet their needs, wishes and wants. We are currently exploring ways to review our business plans as well as new fundraising strategies to enable us to continue with our services.

Special Acknowledgements: Our charity is deeply grateful to its trustees, volunteers, members, and public donors, notably Come Correct (or CCard) scheme, Brook, Mrs Amanda Levete, the Hackney African Forum (HaAFO), Awards for All, Hackney Councils, Hackney PCT, Hackney Business Link, Middlesex Legal Centre, CASA UK, AdviceUK and OISC for their contributions and invaluable input for CARA's development.

Our total income for the year was up from £33,992 to £62,591 for last year while total expenditure for the year was £63,586 compared to £33,379 for the previous year. The major sources of income received during the year were from online donations from members of the public. A total of £62,591 unrestricted income was received during the year from donations from the general members of the public.

Reserves Policy

CARA's Board of Trustees established a Reserves policy requiring that unrestricted funds not committed or invested in tangible fixed assets are equivalent to at least three months of operating expenses. The purpose of the reserve is to give our charity a reasonable degree of security and enable our organisation to manage unforeseen events as well as to provide some comfort to service users and major donors with respect to continuity of services and security that CARA's activities will proceed as planned. As at 31 March 2014, free reserves were £270 and the desired level of reserves is £25,000. We will still continue to make lots of efforts in order to build the reserves to our desired level.

Asset Cover for Funds

Note 5 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.

This report was approved by our charity's Board of Trustees.



Mr Jean-Luis NGAMUNA-TAMPA - Director

Dated: 12/12/2014

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2014

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Secretaries and Administrators.

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:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- 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 qualified statement

In connection with my examination, no matters have come to my attention:

1. which gives me reasonable cause to believe that in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached for the year ended 31 March 2014.



C. Nodoro, FCCA, ACIS, MBL (unisa)
Globalco Services Limited
65 Bicknoller Road
Enfield
EN1 3NW

Date: 12th day of December 2014

CENTRAL AFRICA'S RIGHTS & AIDS (CARA) SOCIETY
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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2014

	Notes	Unrestricted Funds £	Restricted Funds £	2014 Total Funds £	2013 Funds £
<u>Incoming Resources</u>					
<u>From Generated Funds</u>					
Voluntary Income	2	<u>62,591</u>	<u>-</u>	<u>62,591</u>	<u>33,992</u>
Incoming resources from charitable activities		-	-	-	-
Total Incoming Resources		<u>62,591</u>	<u>-</u>	<u>62,591</u>	<u>33,992</u>
<u>Resources Expended</u>					
Cost of Generating Funds					
Cost of generating voluntary income	3	14,028	-	14,028	1,019
Charitable Activities	3	46,807	-	46,807	31,320
Governance Costs	3	<u>2,751</u>	<u>-</u>	<u>2,751</u>	<u>1,040</u>
Total resources expended		<u>63,586</u>	<u>-</u>	<u>63,586</u>	<u>33,379</u>
Net Income for the year/ Net movement in funds	6	(995)	-	(995)	613
Fund balances brought forward		1,768	-	1,768	1,155
Balances carried forward		<u>773</u>	<u>-</u>	<u>773</u>	<u>1,768</u>

CENTRAL AFRICA'S RIGHTS & AIDS (CARA) SOCIETY
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BALANCE SHEET AS AT 31 MARCH 2014

	Notes	2014 £	2013 £
Fixed assets			
Tangible fixed assets	8	<u>703</u>	<u>899</u>
		703	899
Current assets			
Cash at bank and in hand		270	869
Creditors:			
Amounts falling due within one year	7	<u>(200)</u>	<u>-</u>
Net current assets		<u>70</u>	<u>869</u>
Net assets		<u>773</u>	<u>1,768</u>
Funds			
Unrestricted funds	5	<u>773</u>	<u>1,768</u>
		<u>773</u>	<u>1,768</u>

The company is entitled to exemption from audit under section 477 (2) of the Companies Act 2006 for the year ended 31 March 2014.

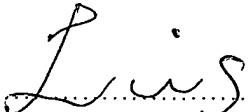
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2014 in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for:

- Ensuring that the company keeps accounting records which comply with Section 386 of the Companies Act 2006 and
- Preparing financial statements which give a true and fair view of the state of affairs of the company at the end of each financial year and its profit and loss account for the financial year in accordance with the requirements of Section 393 and which otherwise comply with the requirements of the Companies Act 2006 relating to company accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the board of directors on 12/12/2014
and were signed on their behalf by

.....Jean-Luis Ngamuna- Tampa - Director

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2014

1. Accounting Policies

1.1 Basis of preparation

The accounts have been prepared under the historic cost convention.

The charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cash flow statement on the grounds that it is a small charity.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

1.2 Incoming resources

All incoming resources are reflected in the accounts when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

1.3 Resources expended

All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent to the use of the resource.

1.4 Fixed assets and depreciation

Fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost over the useful life of the assets as follows:

Computer equipment – over two years.

1.5 Fund accounting

Unrestricted funds are expendable at the discretion of the directors in furtherance of the objects of the organisation. The fund comprises the accumulated surpluses and deficits of unrestricted income and expenditure.

CENTRAL AFRICA'S RIGHTS & AIDS (CARA) SOCIETY
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2014 (continued)

2. Voluntary income

	Restricted	Unrestricted	Total 2014	Total 2013
	£	£	£	£
Donations				
Members of the public	<u>62,591</u>	<u>-</u>	<u>62,591</u>	<u>33,992</u>

3. Resources expended

	Fundraising	Education	HIV/AIDS Awareness	Advice & Advocacy	Disability Awareness	Governance	Total 2014	Total 2013
	£	£	£	£	£	£	£	£
Publishing & distribution	-	21	32	74	85	-	212	631
Publicity	77	258	349	904	995	-	2,583	6,274
Telephone	62	124	124	433	433	62	1,238	1,426
Rent	372	372	372	1,303	1,303	-	3,722	3,722
Accountancy	-	-	-	-	-	575	575	200
Stationary & Postage	37	43	43	151	151	6	431	725
Travel & subsistence	65	5	528	301	151	-	1,050	823
Medical fees	-	-	-	653	-	-	653	929
Condom distribution	-	-	-	-	-	-	-	-
Volunteer training & welfare	-	-	5,841	3,894	-	-	9,735	4,931
Subscriptions	-	-	-	-	-	342	342	266
Fees	-	7,714	-	-	-	-	7,714	4,026
Advocacy, Advice counselling	1,308	2,615	2,615	9,154	9,154	1,308	26,154	-
Other administration costs	199	342	342	4,094	1,197	155	6,329	6,478
Insurance	-	-	-	-	-	223	223	233
Depreciation	80	160	160	561	560	80	1,601	1,475
Hardship alleviation	-	-	1,024	-	-	-	1,024	1,241
Total resources expended	<u>2,200</u>	<u>11,654</u>	<u>11,430</u>	<u>21,522</u>	<u>14,029</u>	<u>2,751</u>	<u>63,586</u>	<u>33,379</u>

CENTRAL AFRICA'S RIGHTS & AIDS (CARA) SOCIETY
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2014 (continued)

4. Staff costs

The company had no paid staff during the year.

5. Analysis of assets between funds

	Restricted	Unrestricted	Total Funds
	£	£	£
Cash	-	703	703
Current liabilities	-	(200)	(200)
Fixed assets	-	270	270
	<u>-</u>	<u>773</u>	<u>773</u>

6. Movement in Funds

	At 31 March 2013	Incoming Resource	Outgoing Resources	Transfers	At 31 March 2014
	£	£	£	£	£
Restricted funds	-	-	-	-	-
Unrestricted funds	1,768	62,591	63,586	-	773
	<u>1,768</u>	<u>62,591</u>	<u>63,586</u>	<u>-</u>	<u>773</u>

7. Creditors falling due within one year

	At 31 March 2014	At 31 March 2013
Accruals and other	<u>200</u>	<u>-</u>

CENTRAL AFRICA'S RIGHTS & AIDS (CARA) SOCIETY
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2014

8. Fixed assets

Office Equipment

	2014 £	2013 £
Cost		
At the start of the year	5,619	3,822
Additions during the year	1,405	1,797
Disposal in the year	-	-
	<u>7,024</u>	<u>5,619</u>
Depreciation		
At the start of the year	4,720	3,246
Charge for the year	1,601	1,474
Disposal in the year	-	-
	<u>6,321</u>	<u>4,720</u>
Net book value 31 March 2014	<u>703</u>	<u>899</u>
Net book value 31 March 2013	<u>899</u>	<u>576</u>