



Trustees' Annual Report for the period

		Period start date		Period end date	
From	3rd	July	2009	To	2nd July 2010

Section A Reference and administration details

Charity name Aquinoe Learning Centre Charitable Trust

Other names charity is known by ALC

Registered charity number (if any) 1109906

Charity's principal address
 82 Nortons Way
 Five Oak Green
 Tonbridge
 Kent
Postcode TN12 6TF

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Ms Jean Thompson	Chair		
2	Mrs Linda Baverstock	Treasurer		
3	Mrs Tina Panton	Secretary		
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted 4 th December 2004 amended 14 th May 2005
How the charity is constituted (eg. trust, association, company)	Unincorporated Association
Trustee selection methods (eg. appointed by, elected by)	Appointed

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. 	<p>The Trustees do not consider there to be any financial risks in the work undertaken. Funds are only committed and sent to ALC once they have been raised. We do not take out loans to finance any of the work.</p>
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Summary of the objects of the charity set out in its governing document

To advance education in Kenya by providing access to education for all children regardless of financial, physical, sensory or learning difficulties in particular by supporting the work of The Aquinoe Learning Centre in Kitale Kenya and also by promoting a sponsorship programme for individual children

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

We have continued to keep in mind the Charity Commission's guidance on public benefit and focussed our activities in providing money to enable the school to continue its work helping all children regardless of ability. By paying the salaries of specialist teachers and offering vocational courses at the school we are enabling the children to reach goals that would not otherwise be available to them.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Charity continues to be supported by volunteers in the form of friends and family who have assisted the Trustees to prepare and enable our events to take place.

Three volunteers have travelled from the UK to Aquinoe to help with a variety of activities at the school, one in November 2009 and two in February 2010.

The Trustees visited the school in May this year and were able to see for themselves the work that has taken place in respect of the renovation and building of classrooms, completion of the boys' dormitory and resource centre. It is encouraging to see the courses which are now undertaken at the school for the benefit of all children which accords with the Trustees' objectives.

The Occupational Therapist and teachers of children with Special Needs greatly benefit from the facilities in the new resource centre, and it was a delight to see how the children are increasing their development as a result of this facility.

Summary of the main achievements of the charity during the year

This year our income totalled £16,528.31. This figure included the sum received from our Charities Gift Aid reclaim for 2008/2009 but our reclaim for the current year of £1764.70 will go into the figures for next year.

- 1) The money shown in our figures for this year has been raised from the following:
 - a) Specific generous one-off donations from individual supporters and organisations
 - b) Regular donations to general funds
 - c) Regular donations to sponsor individual children
 - d) Sponsored events where ALC has been named as the beneficiary:
 - i) Christmas raffle - £163
 - ii) Pampered Chef event - £129
 - iii) 60th birthday donations - £1,275
 - iv) 65th birthday donations - £1,440
 - v) Half marathon - £480
 - vi) Boys' Brigade fundraising - £188
 - e) Selling donated goods at boot fairs - £578.80
 - f) Annual quiz evening - £445
 - g) Sale of goods designed and hand made by one of the Trustees - £1,643.50
- 2) We have also received the following donations:
 - a) Books from a variety of publishers and other donors
 - b) Free transportation of some goods to Kenya
 - c) Sports equipment
 - d) Library equipment to set up classification and lending systems
- 3) With the income we have, amongst other things:
 - a) Continued to pay salaries of specialist teachers and occupational therapist
 - b) Transferred money for specific pupils from individual sponsors
 - c) Completed the internal work required in the resource centre
 - d) Commenced the building of a dormitory for the youngest children
 - e) Continued with the water conservation projects
 - f) Purchased a generator
 - g) Bought national curriculum books
 - h) Purchased bookshelves to start a library which has now been opened for use by the pupils and staff
 - i) Purchased additional mosquito nets
- 4) One of the Trustees made a presentation to students at Cambridge University; it is hoped that funds might be donated through CUSAFE (Cambridge University Southern African Fund for Education)
- 5) During their visit in May the Trustees set up a book classification and lending system. A retired teacher was trained as the librarian, and two class 7 pupils will assist as Library Monitors.

Section E

Financial review

Brief statement of the charity's policy on reserves

As always we aim to have minimal reserves after the transfer of funds to ALC. The transfers take place to coincide with the start of each school term. A transfer was made just after the year end on 9th July 2010

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Trustees give their time voluntarily and receive no financial remuneration.

Section F

Other optional information

Section G**Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Ms Jean Eleanor Thompson	
Position (eg Secretary, Chair, etc)	Chair	
Date	16 th August 2010	