Classrooms for Malawi

Trustees Annual Report

2024 and Financial

Statement



Classrooms for Malawi – Trustees’ Annual Report and Financial Statement

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Our Strategy



Every child in Malawi will have access to a quality education in a safe and secure environment.



To provide a sustainable route out of poverty for the children of Malawi by creating a sustainable learning environment conducive to improved attendance, academic performance and aspiration – ultimately offering a sustainable route out of poverty.



Our guiding principle is that our work should be led by the expressed needs and aspirations of people and communities and the national priorities of Malawi. That work should be sustainable, innovative and be aware of and mitigate the impact on the environment.



To help children in Malawi find a sustainable route out of poverty through education. 

● Build and renovate classrooms in Malawi.

● Improve the learning environment for the education communities in Malawi via our 9 Pillars Strategic Plan.

● Raise targeted revenue to deliver our purpose.

● Support local initiatives that improve educational attainment and positively impacts on children in poverty.

● Develop effective partnerships in Malawi that deliver improved education outcomes.

● Raise our profile and leverage our good work to enable us to do more.

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A Letter from Our Chair 

Dear Colleagues and Friends,

As we come to the end of another accounting year, I am happy to report that our charity remains in a strong position with a secure outlook for the coming year and beyond. The year we have just completed is in effect the second year of recovery after the experiences of 2020 to 2022. I am pleased to note that we continue to see a gradual growth in terms of connections with supporters and donors and increased outcomes from our activities in Malawi. This is a very encouraging trend towards building back better and making small amounts go far, after the challenges we faced after the Covid outbreak. Our recent work on our Strategic Plan and Budget for the next two years also gives us assurance that the positive trends will continue over that period.

I wish to acknowledge the major contributions we have received in this last year which have allowed the charity to stabilize and indeed flourish.

I am very grateful to our Board members who have given of their free time and expertise to support our vision of giving every child in Malawi an opportunity of reaching their full potential, and for their continued support and commitment towards achieving that goal. Our Board office holders, as always, have been tremendous in delivering the day to day activities of our charity. I thank them. I would also like to highlight the input from our two new Malawi based Board members, Precious Mbale and Lucky Katundu. The first year as a new Trustee can be very daunting and I am grateful for their contributions via the Malawi team meetings in particular.

I want to pay tribute to the work of our wonderful volunteers, office based and remote. Their contributions continue to be an integral part of CfM and keep the CfM machine running smoothly and efficiently. I am pleased to see that the hard work, expertise and persistence of the grants team has been fruitful. This is a fitting reward for all the research and effort put into finding and applying for grants. Many thanks also to the runners who supported CfM at various events this year. Regular giving is an important income to all charities as it allows forward planning. My thanks go to all who play our monthly Lottery as well as our monthly donors. A special mention to all donors, supporters and grant givers who have contributed so generously this year through difficult financial times. Literally, we would not be able to carry out our projects or run our charity without this valuable support.

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Lastly, I would like to thank the work of our Country Facilitator Mr. Dezie Trigu. In the nicest possible way, Dezie has been described as the “glue” that keeps CfM together. His contribution in country cannot be understated. His many years of experience with CfM, complemented by his skills, knowledge and passion for our work have once again proved invaluable as we continue our journey of recovery. It is no surprise to us that the feedback form comments from the four teams that traveled to Malawi this year were highly complimentary of Dezie’s support, assistance and guidance provided to them during their stay.

As a volunteer led charity, the vast majority of the funds we receive go directly to bring about improvements in many of our 50 partner schools. This year alone we have carried out various supporting activities in 22 of the schools and 15 nurseries we have worked in since 2012. The interventions have varied from supplying soap to building a brand new 2 classroom block which incorporated a library for one of our secondary schools.

Thanks to our 9 Pillars approach our projects range across a number of essential improvement areas for schools, as identified by the Malawi Education Department

We have been able to provide the following this year -

• 3 new build classrooms

• 10 renovated classrooms

• 1 renovated dormitory block consisting of 5 rooms

• 1 new 4 pit latrine

• 5 classrooms fitted with electricity

• Provision of 140 desks/chairs

• Provision of 15 laptops

• Provision of 19 sewing machines

• 15 nurseries provided with soap.

• At 1 secondary school all pupils were provided with gender equality and health education training. The girls received reusable sanitary kits and the boys received a supply of soap.

We are very pleased to have been able to continue to work with key partners both in Malawi and here in the UK. These include Orbis Africa, Bananabox Trust, Ekwaiweni Tafika Sports Academy, Days for Girls and Mary’s Meals. We have supported and benefitted from our membership of the Scotland Malawi Partnership, the Malawi

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Scotland Partnership and the Scottish International Development Agency. I thank each one for their cooperative work with us for the benefit of the children of Malawi.

As always, we have benefitted from the direct support of teams traveling to Malawi to engage and support partners there for the mutual benefit of both partners. As always, our traveling teams were varied:

• St Thomas Acquinas Secondary, Glasgow worked in partnership with Mang’omba Primary School.

• Princethorpe College, Rugby visited their partner school: Lauderdale Primary School

• Renfrewshire Council Building Services Malawi Team worked in partnership with Ngumbe CDSS.

• Celtic FC Foundation, Glasgow worked in partnership with Masalani CDSS.

In total 90 individuals traveled to Malawi this year as part of a team. I wish to express our thanks for everything they did both in raising the funds for their CfM projects as well as their welcome interactions with the school communities in Malawi.

Our projects provided employment to 149 people, 22 of whom were women. The projects benefited a total of 2065 young people (1145 male and 920 female).

I finish by recognising the very significant impact of the support given by the local education departments and school communities in Malawi to both our visiting partner teams and our Country Facilitator Dezie Trigu. I am very grateful and appreciative of that support.

Thank you to everyone who has helped in any way in helping us to deliver our vision. Our work continues and through that work we will tackle the challenges each child faces in Malawi by providing a chance to reach their full potential through education.

James Kelly, Chair

Classrooms for Malawi

30th September 2024

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Trustees Annual Report

We look back at our achievements. Real progress has been made thanks to the hard work and dedication of our team in Malawi, our loyal supporters in the UK and the commitment of our office volunteers in Scotland.

**Projects Overview**

A summary of our projects over the year are shown below, followed by some more details on each project.

| **Project**  | **District**  | **Partner**  | **Work completed** |
| --- | --- | --- | --- |
| Namadzi CDSS  | Chiradzulu  | Penicuik High School | Renovation/balance of payment to CfM |
| Carers Training ECDCs  | Blantyre Rural  | Rotary Lancashire Phase 4 | 2-week Training Course  |
| All Schools/Nurseries | All Areas  | Donations/Appeal  | Soap Distribution |
| Ngumbe CDSS  | Blantyre Rural  | Donations/Appeal  | Sanitary Products and Education |
| Chilangoma PS  | Blantyre Rural  | Hillpark Secondary School | 2 classrooms /library room renovations. |
| Nansato PS  | Shire Highlands  | Dunblane BBs  | Roof of Mary's Meals Block /Latrines Repair |
| Katete PS  | Blantyre Rural  | Kilsyth BBs  | 5 classrooms renovated/Electicity 9 classrooms |
| 15 Nurseries  | Various  | Rotary Lancashire Phase 5 | WASH programme / 4 renovations |
| Ngumbe CDSS  | Blantyre Rural  | Lindsay Family  | 30 Bunk beds, 60 Matresses |
| Bright Future  | Blantyre Rural  | Classrooms for Malawi | Kitchen/Community Hub completion  |
| Ngumbe CDSS  | Blantyre Rural  | Grant application  | Science block-new build |
| Namadzi CDSS  | Chiradzulu  | Penicuik High School | Renovate block 3 |
| Masalani CDSS  | Chiradzulu  | Bannerman HS – Celtic FC Foundation | 2 Crm Block new build (Incls library)/2 Crm Block Renovations |
| Mang'omba PS  | Blantyre Rural  | St Thomas Acquinas HS | Renovations-Block 1 /2 Crms |
| Makalanga PS  | Blantyre Rural  | Princethorpe College | Block 1/ 2 Crms Renovations |
| 15 Nurseries  | Various  | Rotary Lancashire Phase 6 | WASH/3 Renovations |
| Lauderdale  | Mulanje - Blantyre Rural | Princethorpe College | New Desks/Sports Kits |

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Ntenjera Blantyre Rural Donations/Appeal Sanitary Products + Education

| Bongwe Nursery  | Blantyre Rural  | Grant Kitchen Table/Hamlett Family | Renovations Wall/Crm |
| --- | --- | --- | --- |
| Ngumbe CDSS  | Blantyre Rural  | Renfrew BS Team  | Renovation of Dorm/New Crm Design and Craft |
| Nyambabwe  | Blantyre Urban  | Our Lady and St Chad HS | Various |
| Ngumbe CDSS  | Blantyre Rural  | Gordon Burgin  | New Cooking Pots |
| Chihame  | Mzuzu  | Cardinal Hume HS  | Desks |
| Nansato PS  | Blantyre Rural  | Dunblane BBs  | Desks |
| Nansomba  | Mulanje - Blantyre Rural | Lenzie Academy  | Various |
| Emazinyeni  | Ekwendeni  | Wiliamwood HS  | 4 pit Latrine -Boys. |
| Sanitary Packs  | Various  | Grants  | Sanitary Packs Roll Out Programme |

Carers’ Training at ECDCs

With funding from the Rotary Foundation, District 1190 (Kirkham & Rural Fylde, Lunesdale, Workington Derwent and Furness Peninsula), the Association of Early Childhood Development in Malawi (AECDM) conducted a two-week Early Childhood Basic training for 27 participants. The participants were drawn from the following nursery schools: Mzedi Butao (5), Kachere (1), Madulira (2), Mang’omba (3), Mbinda (5), Mpunga (3), St Mary’s Chemusa (3), Bright Future (4) and Joshua Foundation (1).

The overall objective of the training was to provide the 27 caregivers with adequate theoretical and practical skills to plan developmentally appropriate activities that will enhance children’s development in their nursery schools. Participants also managed to develop quality learning and play materials.

Pre- and post- test analysis revealed that there was a great change in knowledge because of the training.

Handwashing Support

Following the cholera outbreak in Malawi in 2022, CfM launched an appeal to be able to distribute soap for handwashing to every school where CfM have worked since 2012. The purpose was to improve hygiene and help prevent the spread of the disease.

There are currently a total of 50 schools and nurseries across Malawi (35 primary and secondary schools and 15 nursery schools) where CfM has worked. The plan was to provide every location with three cartons of soap with 30 bars of soap in each carton.

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A total of 4500 bars of soap for over 37,000 pupils: this would be sufficient to support hand washing at a school for three months.

The mutual beneficial friendship and collaboration with sister charity Mary’s Meals was a substantial help in reaching the more outlying and inaccessible locations.

Ngumbe CDSS Menstrual Education and Kit Distribution

CfM and Mangoplus Days for Girls provided training on menstrual health and reproductive biology to boys and girls at Ngumbe CDSS. In addition the form 1 and 2 girl students all received sanitary kits which included reusable sanitary pads and other health related items.

Chilangoma PS

Our partner school Hillpark Secondary Glasgow visited Chilangoma PS in the summer of 2023. They assisted and funded the renovation of 2 classrooms in Block 1 at the school and repainted the 2015/16 CfM classroom block and rehabilitated the mini library.

Nansato PS

With the support of the 25th Stirling (Dunblane) Boys Brigade, through their Raise the Roof fundraising activities, we were able to repair the roof at the Mary’s Meals kitchen at Nansato Primary and renovate the building.

Katete PS

Our partner group Kilsyth BBs again visited their partner school Katete PS in the summer of 2023. While there they funded and assisted with the renovation of a 2 classroom block and repainted the CfM block which had been renovated in 2018.They also funded the provision of electricity to all 9 classrooms at the school. While there they distributed the gifts from St Anthony’s PS Rutherglen of notebooks and pencils for every child in the school.

Wash Programme for 15 Nurseries

With funding from The Rotary International District 1190, CfM provided each of the 15 nursery schools with: 2 water tap buckets, 2 basins and 90 bars of soap.

The second component of this phase comprised the renovation of Pit latrines, classrooms and kitchen repair in four of the nursery schools supported by this group.

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Ngumbe CDSS

This project provided 30 bunk beds and 60 mattresses for one of the Dormitories at Ngumbe CDSS. The funds were provided by the Lindsay family of Dunkeld and followed their visit to the school in 2022.They fundraised through their Beds for Ngumbe appeal.

Bright Future Nursery

After a 2-classroom block was built by CfM in 2017, the community worked to build a multi-purpose building hub to facilitate storing food, cooking meals for the children and act as a preparation room for the caregivers. The community were unable to complete the project. After raising funds via an Afternoon Tea event CfM helped complete the kitchen and community hub.

**Fundraising**

We are most grateful to all who supported our fundraising activities throughout the year.

We were delighted to host our 9th Gala Ball. During this period, we also promoted our Christmas Fundraiser, ‘Light Up a Classroom’, as well as a Spring Raffle. We are pleased to say that our weekly lottery continues to grow.

As always, we are grateful to our volunteer grant writers and to the following Trusts who entrusted us to diligently make a difference: Kitchen Table Charites Trust, The Miss K. M. Harbinson Charitable Trust and Allan and Nesta Ferguson Charitable Trust and the Rotary Club of Lunesdale District 1190.

Many thanks to all our walkers and runners and to all those who donate on a monthly basis.

**Our Governance**

During the period, there have been no changes to our governance.

**Financial Review**

The charity incurred a net deficit of £5,639 for the year ended 30 September 2024 (2023: surplus of £28,419).

At 30 September 2024, total reserves stood at £45,391 (2023: £51,030), with £33,857 of these being unrestricted general reserves (2023: £27,669), £298 being designated funds (2023: £630) and £11,235 being restricted reserves (2023: £22,731).

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**Reserves Policy**

As a dynamic organisation relying almost entirely on individual giving, we need to hold adequate reserves so that we can react to challenging economic times and unexpected opportunities in Malawi.

The Trustees consider it prudent for Classrooms for Malawi SCIO to maintain operational unrestricted reserves (defined as unrestricted net current assets) so that in the event of a substantial reduction in income, then UK office expenditure may be covered for a period of at least 3 months. For the year ended 30 September 2024, three months core running costs equalled £27,789. At 30 September 2024, unrestricted free reserves stood at £33,857, therefore the Trustees are confident that this policy is currently being met.

It is our aim to grow our reserves substantially in the next three to five years as will be required from the year-on-year growth that Classrooms for Malawi SCIO has experienced since its inception. At the same time, we always aim to maximise the money we can spend now to provide a sustainable route out of poverty.

**Investment Policy**

The Charity’s cash reserves are very modest and in view of the importance of having immediate access to liquid working capital, we utilise an interest-bearing current account. In view of the modest level of reserves, the Trustees take a very conservative view on investing liquid assets outside of the established banking system.

**Ethical Policy**

The Trustees have a duty under charity law to maximise Classrooms for Malawi's income and thereby maximise expenditure on our charitable objectives. However, it is essential we do not allow any third party to bring our name into disrepute. We have an ethics policy which makes sure ethical considerations are considered when deliberating opportunities, for example when deciding whether to accept or refuse a donation or participate in partnerships with other organisations.

**Environmental Policy**

We recognise we have a responsibility to minimise our impact on the planet and use resources wisely. We are currently developing a corporate social responsibility policy, which, when ready, will incorporate an environmental policy and help to embed green initiatives across Classrooms for Malawi SCIO in a more consistent and accountable way.

**Going Concern**

The Trustees have reviewed the Charity's financial position. As a result of its review, the Trustees believe that the Charity is well placed to manage operational and financial risks successfully.

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Accordingly, Classrooms for Malawi SCIO has a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus, Classrooms for Malawi SCIO continues to adopt the going concern basis of accounting in preparing the annual accounts.

**Structure, Governance and Management**

**Governing Document**

The charity is controlled by its Constitution, and constitutes an incorporated charity.

Classrooms for Malawi SCIO operates as a registered charitable incorporated organisation with the Office of Scottish Charity Regulator (OSCR) and does not consist of subsidiaries or other connected organisations.

**Board of Trustees**

The governing body of Classrooms for Malawi is a Board of Trustees. Trustees serve an initial term of three years and are eligible for reappointment.

The Board’s principal responsibilities include determining and implementing the overall strategy, policies, direction and goals of Classroom for Malawi SCIO; protecting and promoting the identity and values of the charity; and fulfilling out statutory responsibilities. Where necessary, the Board delegates certain functions to employees, contractors and volunteers.

**Trustees’ Responsibilities**

The law applicable to charities in Scotland requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, 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; ● state whether applicable accounting standards have been followed; and ● prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps to prevent and detect fraud and other irregularities.

Financial statements are published on the organisation’s website (www.classroomsformalawi.co.uk) in accordance with legislation in the UK governing the preparation and dissemination of financial statements, which may vary from

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legislation in other jurisdictions. The Trustees’ responsibilities also extend to the ongoing integrity of the financial statements.

**Recruitment and Appointment of New Trustees**

When recruiting new Trustees, the Board gives regard to the skills, knowledge and experience required for the effective administration and direction of the SCIO with a particular focus on financial management, international development, compliance, income generation and communications. We regularly review the skills, expertise and contribution of our Trustees to identify gaps and development needs.

Classrooms for Malawi SCIO operates an equal opportunities and diversity policy and encourages applications from diverse backgrounds to reflect the nature of our work and our primary beneficiaries. Trustees are appointed following open promotion of vacancies. Interviews are conducted by the Chair and other Trustees as required. New Trustees are required to sign the Trustee Handbook containing a declaration of interests, anti-bribery policy, fit and proper person’s declaration, and our Code of Conduct and Safeguarding policy.

All new Trustees receive a structured induction programme that covers all aspects of the role, and an overview of the organisation. Trustees receive a comprehensive induction pack prior to commencement.

**Key Management Remuneration**

The charity is managed by its Trustees, who work on a voluntary basis and receive no salary or remuneration.

Classrooms for Malawi has one paid member of staff. Salaries are reviewed annually by the Board of Trustees who decide on the level of remuneration to be awarded.

**Gender Pay Reporting**

During the year ended 30 September 2024, Classrooms for Malawi SCIO employed one full- time member of staff and is a proud supporter of the Living Wage. As such, there is no disparity between gender pay within our organisation.

**Risks**

**Principal Risks and Uncertainties**

Responding to the educational needs of the children of Malawi involves financial and operational risk taking. Classrooms for Malawi take the management of risks very seriously and have a clear organisational policy and associated framework and procedures in place to ensure risks are anticipated and mitigated effectively and consistently.

From a financial perspective, the Charity manages its risk by keeping a prudent level of reserves in place and ensuring that expenditure is always matched by income. This is monitored very closely, and projects are not started unless there is every reasonable expectation that money will be in place throughout the lifespan of the project. Our cash

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reserves are held with reputable banks and controls are in place to reduce the possibility of theft or fraud.

Health and safety are of paramount concern. Whilst in the UK this risk is easily managed, the nature of the work we undertake in Malawi by our employees, volunteers and visitors means that our policies and safeguards are more challenging to implement. We continue to follow a risk assessment framework with a constant focus on monitoring this area annually in a bid to improve our processes.

**Risk Framework and Controls**

Our wider assurance framework includes our in-depth policies on risks, incident reporting, anti-fraud, bribery and corruption, management of complaints and grievances, safeguarding and raising concerns (whistleblowing). These policies ensure that, where incidents give rise to risks, these are identified, acted on swiftly and reported according to our regulatory responsibilities.

**Roles and Responsibilities**

Our Board of Trustees is responsible for ensuring that Classrooms for Malawi has robust and effective risk management processes and assurance functions in place.

**Safeguarding and Code of Conduct**

Classrooms for Malawi works to uphold the fundamental rights of all children – and we are committed to keeping children safe from harm and abuse. Children and young people are at the centre of everything we do.

We take our responsibility to safeguard all people who come into contact with Classrooms for Malawi, including our own staff and volunteers, extremely seriously.

Classrooms for Malawi has a zero-tolerance approach to child abuse. Non-compliance with our child safeguarding policy is subject to disciplinary action, including dismissal.

As an organisation with both a UK and an international purpose, Classrooms for Malawi will not tolerate any sexual harassment or misconduct. We are committed to promoting an organisational culture in which all staff and volunteers feel safe to speak up and we address all cases of sexual harassment and misconduct in line with our policies and commitments.

Moving forward, we will have a comprehensive range of checks in place to safeguard staff, volunteers and the people we help. Our safeguarding policies can be found on our website.

Our policies clearly state that all safeguarding concerns are logged, investigated and escalated as appropriate.

Our practice is to report incidents to the relevant authorities at the time these occur, including to OSCR. This includes referrals made to the police and other statutory

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authorities. To date, we have received no such reports and no referrals have been made.

Our safeguarding procedures have been reviewed and updated in the past 12 months.

**Charities (Protection and Social Investment) Act 2016 Statement**

The charity is not required to report under this Act, as Classrooms for Malawi is a Scottish Charitable Incorporated Organisation. We do so for the sake of readers of these accounts from England and Wales, and since we believe this represents best practice with regard to disclosing our approach to fundraising, since this is such a significant source of income.

**Fundraising Approach**

We rely on a number of different fundraising approaches in order to raise funds cost effectively from a range of sources, raising awareness of our work and allowing supporters to contribute in ways that are most appropriate for them. This includes fundraising face-to-face; through letters, emails, and online; from events and community fundraising; from philanthropists, trusts, foundations and corporate partners.

**Fundraising on our Behalf**

We engage supporters of Classrooms for Malawi to be advocates of the charity, and to speak to potential supporters. As a result of these conversations, many are inspired to start a regular gift, generating significant income that we direct to providing a suitable learning environment for the children of Malawi.

Whilst we encourage fundraisers to act on our behalf and operate with the integrity and accountability that a charity such as Classrooms for Malawi deserves, we are not responsible for any actions that may bring the Charity’s name into disrepute. To this end, we ask that all fundraisers act in a transparent manner and seek advice from official personnel when required.

**Monitoring of Fundraising Activities and Protecting People in Vulnerable Circumstances**

We have policies in place, endorsed by our Board of Trustees which govern our fundraising activities, whether they are carried out internally or through our funders. We have a comprehensive quality control framework in place to monitor the behaviour our fundraisers, as well as the conversations they have on our behalf with both supporters and members of the public. This includes the monitoring of outcomes, complaints and remedial actions. Our aim is to ensure that potential supporters feel informed, genuinely thanked and inspired by their conversation, regardless of its outcome.

We are committed to ensuring that we always treat the public sensitively and respectfully, taking special care to protect people who may find themselves in

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vulnerable circumstances. Our fundraising policy, signed by all Classrooms for Malawi volunteers, contains a section dedicated to making fundraisers aware of the signs of potential vulnerability in anyone they speak to on our behalf, as well as the steps we expect them to take on the rare occasions when they do have concerns.

This approach has been developed in consultation with safeguarding staff and is in line with the requirements of the Charities (Protection and Social Investment) Act 2016, as well as with the IOF’s Treating Donors Fairly Guidance, and the Direct Marketing Association’s Guidelines for Dealing with Vulnerable Consumers.

**Complaints**

We have a robust and well-established complaints procedure. During the last financial year, we received no complaints from members of the public about our fundraising activities.

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**Independent Examiner’s Report to the Trustees of Classrooms for Malawi**

I report on the accounts for the year ended 30 September 2024 set out on pages eighteen to twenty-eight.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

In connection with my examination, no matter has 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 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and

- to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations

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.

David Nicholls FCCA

The Association of Chartered Certified Accountants

Brett Nicholls Associates

Herbert House

24 Herbert Street

Glasgow

G20 6NB

Date: .............................................

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**Accounts for the Year Ending 30 September 2024 Statement of Financial Activities**

**Unrestricted Funds**

**Restricted Funds**

**2024 Total Funds**

**Unrestricted Funds**

**Restricted Funds**

**2023 Total Funds**

**Notes £ £ £ £ £ £**

**INCOME FROM**

Donations and legacies 2 15,735 67,914 **83,649** 56,898 35,790 92,688 Other trading activities 3 21,414 - **21,414** - - - Investment income 4 454 - **454** 107 - 107

**Total** 37,603 67,914 **105,517** 57,005 35,790 92,795

**EXPENDITURE ON**

Raising funds 5 8,508 - **8,508** 2,416 - 2,416 Charitable activities: 6

Building projects in Malawi 31,075 71,573 **102,648** 22,409 39,551 61,960 **Total** 39,582 71,573 **111,156** 24,825 39,551 64,376

**Net income/(expenditure)** (1,979) (3,659) **(5,639)** 32,180 (3,761) 28,419 Transfers between funds 7,837 (7,837) **-** (26,492) 26,492 - **Net movement in funds** 5,858 (11,496) **(5,639)** 5,688 22,731 28,419 **RECONCILATION OF FUNDS**

Total funds brought forward 28,299 22,731 **51,030** 22,611 - 22,611 **Total funds carried forward** 34,157 11,235 **45,391** 28,299 22,731 51,030

This statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities in both years.

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**Balance sheet to 30 September 2024**

**Unrestricted**

**Funds Restricted 2024 Total Funds 2023 Total Funds**

**Notes £ £ £ £**

**FIXED ASSETS**

Tangible assets 9 298 - **298** 630

**CURRENT ASSETS**

Debtors 10 1,112 - **1,112** 4,234 Cash at bank and in hand 35,739 11,235 **46,974** 49,688

Total current assets 36,851 11,235 **48,086** 53,922

**CREDITORS**

Amounts falling due within one year 11 (2,993) - **(2,993)** (3,522) Net current assets 33,858 11,235 **45,093** 50,400

Total assets less current liabilities 34,156 11,235 **45,391** 51,030 **Net assets** 34,156 11,235 **45,391** 51,030

**FUNDS** 12

**Unrestricted funds:**

General reserves 33,857 27,669 Designated reserves 298 630 **Restricted funds** 11,235 22,731

**Total funds 45,391** 51,030 The financial statements were approved by the Board of Trustees on 26 June 2025 and were signed on its behalf by:

Michael Cunningham

**Trustee**

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**Cashflow Statement at 30 September 2024**

**RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM 2024 2023 Notes £ £**

**Net income for the year (5,639) 28,419 Adjusted for:**

Depreciation charges 9 **332 210** Decrease/(increase) in debtors 10 **3,122 -** (Decrease)/increase in creditors: amounts falling due wthin one year 11 **(529) 1,469**

**Net cash provided by operating activities (2,714) 30,098**

**STATEMENT OF CASH FLOW 2024 2023 Notes £ £**

**Cash flow from operating activities**

Net cash provided by operating activities **(2,714) 30,098**

**Cash flow from investing activities**

Purchase of tangible fixed assets **- - Net cash provided by investing activities - - Change in cash and cash equivalents in the reporting period (2,714) 30,098** Cash and cash equivalents at the beginning of the reporting period **49,688 19,590 Cash and cash equivalents at the end of the reporting period 46,974 49,688**

The notes on pages 21 -28 form part of the Financial Statements.

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**CLASSROOMS FOR MALAWI**

**ACCOUNTS TO 30 SEPTEMBER 2024**

**NOTES TO THE ACCOUNTS**

1. ACCOUNTING POLICIES

a) Scope and basis for the financial statements

The financial statements have been prepared under the historical cost convention, and are in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and republic of Ireland (FRS 102) (the SORP), FRS 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities and Trustee Investment (Scotland) Act 2005 and UK Generally Accepted Accounting Practice.

The functional currency of Classrooms for Malawi SCIO is GBP because that is the currency of the primary economic environment in which the organisation operates. After reviewing the charity’s forecast and projections, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis of preparation of the financial statements as discussed in the Trustees’ Report at page 16. Classrooms for Malawi SCIO constitute a public benefit entity as defined by FRS 102. In the application of the charity’s accounting policies, which are described in this note, trustees are required to make judgements, estimates and assumptions that affect the application of policies and reported amounts in the financial statements. The areas involving a higher degree of judgement, or areas where assumptions or estimates were significant to the financial statements are described at (j) below.

b) Fund Accounting

General funds are unrestricted funds that are available for use at the discretion of the Trustees in furtherance of the general charitable objectives, and that have not been designated for other purposes. Designated funds comprise unrestricted funds that have been set aside for a particular purpose by the Trustees. Restricted funds are funds that are to be used in accordance with specific restrictions imposed by donors or that have been raised by the charity for a particular purpose. Such donations are principally for international building and renovation purposes. Costs are charged against the specific fund in line with donor wishes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

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c) Incoming resources

All income is accounted for when Classrooms for Malawi SCIO has entitlement to the funds, the amount can be quantified, and receipt of the funds is probable. Where income is received in advance of providing goods and/or services, it is deferred until Classrooms for Malawi SCIO becomes entitled to that income. Donations include all income received by the charity that is made on a voluntary basis and is not conditional on delivery of certain levels or volumes of service or supply of charitable goods. The Classrooms for Malawi Trustees’ annual report and financial statement includes grants from institutions, corporates and major donors that provide core funding, or are of a general nature. Gifts for onward distribution are included at fair value and are recognized as income and stock when they are received from donors and in expenditure when they are distributed to beneficiaries. Gifts in kind include educational materials. Our volunteers play a vital role in the activities of the charity, including as community fundraisers and ambassadors. However, in accordance with the SORP, no monetary value has been attributed to their contribution and been included in these accounts. Grants from agencies and foundations, corporates and trusts have been included as ‘Income from charitable activities’ where these grants specifically outline the goods and services to be provided to beneficiaries. For these performance related grants, in the absence of specific milestones to determine entitlement, income is recognized to the extent that resources have been committed to the specific programme, as this is deemed to be a reliable estimate of the right to receive payment for the work performed. In this case, cash received in excess of expenditure is included as a creditor (as deferred income) and expenditure in excess of cash included as a debtor (as accrued income). All restricted project funds are held in separate bank accounts, and any interest income arising on such funds held is treated as unrestricted to offset international bank charges.

d) Resources expended and basis of allocation of cost

All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all costs related to the category. Expenditure on raising funds is that incurred in seeking voluntary income and does not include the costs of disseminating information in support of the charitable activities. Expenditure on charitable activities are costs incurred directly and specifically in the furtherance of Classrooms for Malawi’s charitable objectives, along with associated support costs. Support costs are those which provide indirect support to front-line output provision; examples include, but are not limited to, staff and governance costs. Support costs not attributable to single activity have been allocated on basis consistent with identified cost drivers for that cost category such as staff time and expenditure. Classrooms for Malawi– trustees’ annual report and financial statement

e) Tangible fixed assets and depreciation

All expenditure of a capital nature on project development overseas is expensed as incurred, as are tangible items of expenditure in the UK more than £100. Depreciation

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is provided from the time assets are available for use at rates calculated to write off the costs on a straight-line basis over their useful economic lives as follows: − Computer equipment and software – 4 years.

f) Financial instruments

Financial assets and financial liabilities are recognized when Classrooms for Malawi SCIO becomes a party to the contractual provisions of the instrument. All financial assets and liabilities are initially measured at transaction price (including transaction costs). Classrooms for Malawi SCIO only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measure at their settlement value. Trade and other debtors are recognized at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Creditors and provisions are recognized where Classrooms for Malawi SCIO has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognized at their settlement amount after allowing for any trade discounts due.

g) Provisions

Provisions for liabilities are recognized when Classrooms for Malawi SCIO has a legal or constructive financial obligation, for which a measurable future outflow of funds is probable.

h) Foreign currencies

Monetary assets and liabilities are translated into sterling at the exchange rate ruling on the balance sheet date. Foreign exchange gains are recognized as other income and foreign exchange losses are recognized in the consolidated statement of financial activities within the relevant charitable activity expenditure for the period in which they are incurred.

i)Taxation

Classrooms for Malawi SCIO is a registered charity and is thus exempt from tax on its charitable activities. The charity also falls below the VAT registration threshold for income from taxable supplies and is therefore not registered for VAT.

j) Accounting estimates and judgments

In the application of the charity’s accounting policies described above, the Trustees are required to make estimates, judgements and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. These estimates, judgements and assumptions are made based on a combination of

Classrooms for Malawi – Trustees’ Annual Report and Financial Statement

past experience, professional expert advice, and other evidence that is relevant to the particular circumstance. The following areas are considered to involve the critical judgements and sources of estimation uncertainty when applying the charity’s accounting policies:

Cost allocation Costs not attributable to a single activity are allocated or apportioned to activities on a basis consistent with identified cost drivers for that cost category. This methodology requires a judgement as to what are the most appropriate bases to use to apportion support costs; these are reviewed annually for reasonableness.

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**Classrooms for Malawi**

**Notes to the Accounts (continued)**

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**Classrooms for Malawi**

**Notes to the Accounts (continued)**

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**Classrooms for Malawi**

**Notes to the Accounts (continued)**

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**Legal and Administration**

Board of Trustees

James Kelly (Chair)

David Morley (Vice Chair)

Michael Cunningham (Treasurer) first elected 22 September 2022 Patricia Duffy (Secretary)

Precious Mbale (appointed 26 September 2023)

Lucky Katundu (appointed 26 September 2023

Maureen Casey (appointed 26 September 2023)

Julie Minal (appointed 26 September 2023)

Registered Office and Principal Address

2 Kirkwood Street, Rutherglen, Scotland

G73 2SL

Contact Details

Telephone: 0141 571 8505

Email: info@classroomsformalawi.org

Website: www.classroomsformalawi.org

Registered Charity Number

SC048091

Independent Examiner

David Nicholls FCCA

Brett Nicholls Associates

Herbert House, 24 Herbert Street

Glasgow

G20 6NB

Bankers

Barclays Plc.

12 Churchill Place Canary Wharf London

EH14 5HP

Thank You

A huge thank you to our volunteers and supporters who dedicate their time, energy and resources to the advancement of Classrooms for Malawi’s cause - that every child in Malawi has access to a suitable learning environment.

Classrooms for Malawi – Trustees’ Annual Report and Financial Statement