



**ROPE CHARITABLE TRUST**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2010**

**Charity Registration No 1069608**

**Company Registration No 3524732 (England & Wales)**

# ROPE CHARITABLE TRUST

## INFORMATION

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|--------------------------------|--|
| <b>Trustees</b>                | Andrew Burton - Chairman<br>Sheila Crouch<br>Graham Fairbairn<br>Tony Houghton<br>Kathy Nussbaum<br>Stuart Reid<br>Peter Wiles<br>Michael Wood       |
| <b>Chief Executive Officer</b> | Graham Fairbairn   |
| <b>Secretary</b>               | Beth Jong  |
| <b>Charity Number</b>          | 1069608  |
| <b>Company Number</b>          | 3524732  |
| <b>Registered office</b>       | Fairway House<br>Rear of 64-66 High Street<br>Great Missenden<br>Bucks<br>HP16 0AN   |
| <b>Auditors</b>                | Summers Morgan<br>Sheraton House, Lower Road<br>Chorleywood<br>Herts<br>WD3 5LH  |
| <b>Bankers</b>                 | Lloyds TSB Bank PLC<br>34 Moorgate<br>London<br>EC2R 6PL<br><br>CAF Bank Ltd<br>25 Kings Hill Avenue<br>Kings Hill<br>West Malling, Kent<br>ME19 4JQ |

# ROPE CHARITABLE TRUST

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# ROPE CHARITABLE TRUST

## TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2010

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The Trustees of the Charity present their Annual Report and the financial statements for the year ended 31 March 2010.

### Objects of the charity

The objects of the Charity are to advance and promote the Christian faith and the relief of poverty. It aims to help the very poor throughout the world where little or no other help is available. This help is given regardless of religion, class, age or race. The Charity operates in approximately 40 countries primarily through national partners (ROPEholders) who administer funds and care for the poor at grass roots level. ROPEholders account for the funds spent on a quarterly basis. There were 50 active ROPEholders at the end of March 2010.

The Charity's **mission** is to inspire passion against the injustice of global poverty and oppression, converting this passion to righteous concern and this concern into action through personal giving to enable change in the lives of individuals who have few other options for survival.

### Our values:

- Our activities are led by the Compassion of Christ;
- We will adhere to Christian principles in all that we do;
- We will conduct our work to help change lives in an holistic and sustainable manner;
- We believe that all people are equal and we will treat them so;
- We will hold ourselves accountable for the achievement of our mission; and
- The administration of the Charity will be fully transparent.

### Developments during the period

During the year, our ROPEholders from India, Costa Rica, Congo and Ghana visited the UK which provided an opportunity for face-to-face discussion with our staff and to fully update our understanding of work ongoing in these countries. In addition, supporters of ROPE were able to make visits to ROPEholders and their projects in India, Cameroon, Kenya, Mongolia, Nepal and South Africa.

Individual grants were made to 19 emergency and development opportunities including response to situations following floods, earthquake, diarrhoea epidemic and cyclone damage. ROPE raised funds for the emergency following the Haitian Earthquake, working in partnership with Samaritans Purse.

Work overseas is progressing and developing to meet more and more needs; some of the projects during the past year are as follows:



Women here are engaged in training at the Women's Vocational Training Centre in Gilgit, Pakistan. The centre is held in high regard and has begun to employ some of the women who had previously trained. The women learn to make, market and sell handicrafts and clothing. ROPE covers the salaries of the principal, two trainers and one master trainer at the centre.

## ROPE CHARITABLE TRUST

### TRUSTEES' REPORT CONTINUED FOR THE YEAR ENDED 31 MARCH 2010

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- Cameroon – Our ROPEholder is working in Bamenda particularly helping widows and orphans. ROPE helps to fund many children whose circumstances would otherwise not permit their continued education. The Hope for Widows and Orphans ministry also aims to empower widows, who found themselves on the outside of the community, being maltreated;
- Colombia – help includes feeding approximately 100 people and providing school uniforms for children so that they can attend school for education;
- India – one of our projects aims to provide literacy for 86 children and their inclusion in formal education; good health through nutrition; first aid for medical emergencies; self-help groups and eradication of child labour;
- Mongolia – funding from ROPE provided three Gers (semi-permanent tent homes fit for the Mongolian winters) to widows and their families;
- Peru – support for families living in extreme poverty in overcrowded conditions in the outskirts of Lima, where provision of food, medicine, clothing and school supplies has helped improve their circumstances and also enable starting some small businesses; and
- Uganda – providing education; and income generation through a piggery, apiary and chicken rearing helping 30 people to gain self respect and earn to provide for their families.



New Ugandan project fully funded by ROPE – the beneficiaries are three groups of 10 participants engaged in bee keeping, pig farming and chicken rearing.

There are too many projects to mention them all in this report but details of initiatives supported are regularly updated on the Charity's website at [www.ropo.org.uk](http://www.ropo.org.uk) and in the quarterly newsletter Press Relief available on request or via the website.

ROPE's annual conference for supporters was held in May to provide a comprehensive overview of the organisation and its current activities. Our ROPEholder from Colombia, Simon Walsh, explained the difficulties of living with poverty and how that can be addressed through children's education.

# ROPE CHARITABLE TRUST

## TRUSTEES' REPORT CONTINUED FOR THE YEAR ENDED 31 MARCH 2010

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A new range of Christmas cards and new Lifeline Gifts were made available at Christmas and income from these exceeded that of the previous year.

### Organisation

ROPE Charitable Trust is a Christian charity and was incorporated as a company limited by guarantee in March 1998. The Charity was founded in 1991 by Michael Wood with a vision to make a difference for suffering people and the poorest of the world.

The Trustees who served during the year ended 31 March 2010, who are also directors for the purpose of Company law, are listed in the Information section on page 2. None has any beneficial interest in the Company, all are members and each one guarantees to contribute £1 in the event of a winding up. They met on five occasions to formally discuss and progress the activities of the Charity and additionally met together for prayer and other discussions.

Trustees are appointed at General meetings of the Charity following recommendations by existing Trustees. Trustees are empowered to invest and disinvest the Charity's funds in furtherance of the Charity's objects. The revised Memorandum and Articles of Association, adopted in December 2008, require a third of directors to retire by rotation at each Annual General Meeting.

The Charity is closely related to Friends of ROPE (Registered Charity No 292451) which previously met the administrative costs for operating the ROPE Charity. Friends of ROPE was merged with the main ROPE Charity in March 2010, to simplify administration and improve transparency of activities. Further details are provided in the section on the following page explaining the Merger of ROPE with Friends of ROPE.

The Charity is based in Great Missenden, Buckinghamshire where its offices are located. There were some staff changes during the year including the retirement of Sylvia Cook who had been the Office Administrator and Secretary since ROPE was founded in 1991. We wish Sylvia a very happy retirement following her move to Wales. We were delighted to welcome Beth Jong as our Administration and Supporter Relations Manager in November 2009 and Beth has quickly settled into her new role.

The Charity continues to be extremely well supported by a large group of volunteers who willingly support the staff. We are very grateful for all of their contributions in a wide range of services to ROPE.

### Risk management

The Trustees have a risk management strategy which comprises:

- An ongoing review of the risks faced by the Charity; and
- Established procedures to mitigate the risks identified.

The main actions taken during the past year to reduce risk and improve the Charity's operations are:

- Staff training and development;
- Merger of ROPE with Friends of ROPE to reduce administrative work and providing greater flexibility for the Charity's future;
- Further improvement of accounting procedures and consolidation of accounts within ROPE;
- Recruitment of a new staff member and plans to increase further;
- Receipt and investment of additional funds from a significant legacy; and
- General improvement in operating procedures.

# ROPE CHARITABLE TRUST

## TRUSTEES' REPORT CONTINUED FOR THE YEAR ENDED 31 MARCH 2010

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### Financial review

The past year has seen a continuation of the global recession and financial uncertainties. During this time, many charities have been affected by lower incomes and had to reduce their activities. ROPE has seen a very small reduction in income which has not required a curtailment of its activities. Whilst income and grants to ROPEholders have seen some reduction, this has been limited and our hopes are that the level of activity for the past year can be at least maintained and hopefully increased as we progress in the coming year.

Towards the end of the financial year, the Charity received a significant legacy. The final amount receivable is uncertain as a number of assets need to be realised before the final position is clear. The financial statements reflect an amount of £500,000 of which £400,000 was received just prior to the financial year end. These funds have initially been allocated to a Designated Development Fund and the Trustees will develop plans for the use of these funds over the coming year.

During the year to 31 March 2010, income comprised (i) donations to ROPE of £476,000 (2009: £484,000); (ii) Friends of ROPE donations of £185,000 (2009: £112,000); and (iii) legacies amounting to £523,000 (2009: nil). With the merger of Friends of ROPE into ROPE during the year, the Friends of ROPE donations figure of £185,000 requires some further explanation; donations from supporters were £105,000 (2009: £55,000), donated services were £4,000 (2009: £4,000) and £76,000 (2009: £40,000) was provided by Friends of ROPE from previous year's reserves (a further £13,000 was received in 2009 from interest and other income).

Further details of the support from Friends of ROPE are provided in the section below explaining the Merger of ROPE with Friends of ROPE.

The level of grant support provided through our network of ROPEholders around the world was below last year due to the small reduction in income and a small increase in reserves of £18,000 (2009: £8,000 reduction in reserves). Grant support was £567,000 compared with £597,000 last year, five per cent lower. The level of reserves is retained at approximately six months of grant expenditure from unrestricted funds and is kept under review by the Trustees.

The allocation of grants has been partly re-balanced with Africa 41 per cent (2009: 32 per cent), the Americas 10 per cent (2009: 10 per cent), Asia 45 per cent (2009: 49 per cent) and Europe & Middle East 4 per cent (2009: 9 per cent).

At the year end, total funds amounted to £786,000 (2009: £184,000), including the Designated Development Fund of £500,000 (2009: nil), reserves available for future distribution of £184,000 (2009: £176,000) and restricted funds of £102,000 (2009: £8,000) which now includes the Friends of ROPE Fund.

### Merger of ROPE with Friends of ROPE

The Trustees of the (ROPE) Charity and the Trustees of the related charity Friends of ROPE resolved in 2009 to merge the two charities in order to simplify administration and improve transparency of activities. This merger was completed in March 2010.

For the period from April 2009 to November 2009, Friends of ROPE met all of the administrative costs for operating the ROPE Charity. In December 2009, two members of staff transferred from Friends of ROPE to ROPE and the other two employees of Friends of ROPE completed their service for ROPE – we thank them for their dedicated service given over many years.

During 2009, a new restricted fund was established within ROPE to meet the administrative costs of the Charity; this is called the Friends of ROPE Fund. All donations given specifically to meet the administrative costs of the Charity are allocated to this new restricted fund. From December 2009, all administrative costs were met by the Friends of ROPE Fund.

# **ROPE CHARITABLE TRUST**

## **TRUSTEES' REPORT CONTINUED FOR THE YEAR ENDED 31 MARCH 2010**

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The separate charity Friends of ROPE provided £83,000 to meet administrative costs for the period to November 2009 and the remaining funds of that charity amounting to £10,000 were donated to the new restricted fund within the ROPE Charity. This completed the activities of the charity Friends of ROPE and after completion of its final accounts; that charity will be wound up.

During the year ended 31 March 2010, the new restricted Friends of ROPE Fund received donations of £98,000 (including £10,000 from the Friends of ROPE charity). After meeting administrative costs of £36,000 and taking account of legacies allocated to the Friends of ROPE Fund of £23,000 (see note 5 to the financial statements), reserves carried forward were £85,000.

### **Plans for the future**

Following receipt of the significant bequest in March 2010, the Trustees are developing plans for use of this Development Fund in the coming years, with a view to widening the scope and reach of the Charity's activities.

The Trustees are planning to increase the number of ROPE days where members of ROPE can present its activities and provide opportunities for donors to contribute towards its work. In addition, special events and presentations to supporters will provide increased understanding of ROPE's work.

The Charity's website and networking sites will be fully updated to improve communication and enable ROPE to widen its reach to donors of all ages. Also all communication materials will be brought up-to-date to facilitate the promotion and future development of the Charity.

The Trustees are seeking to increase ROPE's role in meeting the needs of the very poor and will develop its arrangements with ROPEholders to meet these growing needs.

### **Disclosure of information to auditors**

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

### **Auditors**

In accordance with section 485 of the Companies Act 2006, a resolution proposing that Summers Morgan be reappointed as auditors of the Company will be put to the Annual General Meeting.

On behalf of the Board of Trustees

### **Andrew Burton**

Chairman of Trustees

Dated: 21 December 2010

## **ROPE CHARITABLE TRUST**

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2010**

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Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial period, which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period.

In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the financial statements comply with the applicable law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees confirm that this Annual Report and the financial statements comply with the statutory requirements and the charity's governing documents.

# **ROPE CHARITABLE TRUST**

## **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ROPE CHARITABLE TRUST**

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We have audited the financial statements of ROPE Charitable Trust for the year ended 31 March 2010 set out on pages 12 to 18. These financial statements have been prepared in accordance with the accounting policies set out on pages 14 and 15.

This report is made solely to the charitable company's members, as a body, in accordance with Section 495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of Trustees and auditors**

As described in the Statement of Trustees' Responsibilities on page 9, the Trustees, who are also the directors of ROPE Charitable Trust for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for satisfying themselves that the Charity's accounts give a true and fair view.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, have been prepared in accordance with the Companies Act 2006 and give a true and fair view. We also report to you whether in our opinion the information given in the Trustees' Report is consistent with the financial statements.

In addition we report to you if, in our opinion, the charity has not kept adequate accounting records, if we have not received all the information and explanations we require for our audit, or if certain disclosures of trustees' benefits, remuneration, pensions and compensation for loss of office specified by law are not made.

We read the Trustees' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

### **Basis of Opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the Trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance as to whether the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

## **ROPE CHARITABLE TRUST**

### **INDEPENDENT AUDITORS' REPORT (CONTINUED) TO THE MEMBERS OF ROPE CHARITABLE TRUST**

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#### **Opinion**

In our opinion:

- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- the financial statements have been prepared in accordance with the Companies Act 2006;
- the financial statements give a true and fair view of the state of the Charity's affairs as at 31 March 2010 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; and
- the information provided in the Trustees' Report is consistent with the financial statements.

**Nicholas Corden ACA**

**Summers Morgan  
Chartered Accountants  
Statutory Auditor**

Sheraton House, Lower Road  
Chorleywood  
Hertfordshire  
WD3 5LH

Dated: 21 December 2010

# ROPE CHARITABLE TRUST

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2010

|  | Notes | Friends of ROPE     |                     | ROPE                  |                     | Total<br>2010<br>£ | Total<br>2009<br>£ |
|--|-------|---------------------|---------------------|-----------------------|---------------------|--------------------|--------------------|
|  |       | Donated<br>services | Restricted<br>funds | Unrestricted<br>funds | Restricted<br>funds |                    |                    |
|  |       | 2010<br>£           | 2010<br>£           | 2010<br>£             | 2010<br>£           |                    |                    |
| <b>Incoming resources</b>                          |       |                     |                     |                       |                     |                    |                    |
| Voluntary income:                                  |       |                     |                     |                       |                     |                    |                    |
| Donations  |       | 86,366              | 98,073              | 301,830               | 174,412             | 660,681            | 595,985            |
| Legacies   | 2     | -                   | -                   | 522,968               | -                   | 522,968            | -                  |
| Investment income - interest<br>receivable         |       | -                   | 2                   | -                     | -                   | 2                  | 867                |
| <b>Total incoming resources</b>                    |       | <b>86,366</b>       | <b>98,075</b>       | <b>824,798</b>        | <b>174,412</b>      | <b>1,183,651</b>   | <b>596,852</b>     |
| <b>Resources expended</b>                          |       |                     |                     |                       |                     |                    |                    |
| <b>Costs of generating funds</b>                   |       |                     |                     |                       |                     |                    |                    |
| Fundraising and donor support                      | 3     | 5,479               | 5,122               | -                     | -                   | 10,601             | 8,679              |
| <b>Charitable activities</b>                       |       |                     |                     |                       |                     |                    |                    |
| Africa   |       | 31,545              | 12,837              | 137,251               | 50,537              | 232,170            | 193,774            |
| Americas   |       | 7,897               | 3,214               | 29,322                | 17,692              | 58,125             | 60,065             |
| Asia   |       | 34,264              | 13,943              | 107,795               | 96,176              | 252,178            | 291,057            |
| Europe & Middle East                               |       | 3,331               | 1,356               | 19,769                | 63                  | 24,519             | 52,135             |
| <b>Total charitable expenditure</b>                | 4     | <b>77,037</b>       | <b>31,350</b>       | <b>294,137</b>        | <b>164,468</b>      | <b>566,992</b>     | <b>597,031</b>     |
| <b>Governance costs – audit fees</b>               |       | <b>3,850</b>        | -                   | -                     | -                   | <b>3,850</b>       | 3,700              |
| <b>Total resources expended</b>                    |       | <b>86,366</b>       | <b>36,472</b>       | <b>294,137</b>        | <b>164,468</b>      | <b>581,443</b>     | <b>609,410</b>     |
| <b>Net incoming resources before<br/>transfers</b> |       | -                   | 61,603              | 530,661               | 9,944               | 602,208            | (12,558)           |
| <b>Gross transfers between funds</b>               | 5     | -                   | 22,968              | (22,968)              | -                   | -                  | -                  |
| <b>Net movement in funds</b>                       |       | -                   | 84,571              | 507,693               | 9,944               | 602,208            | (12,558)           |
| Fund balances at 1 April 2009                      |       | -                   | -                   | 176,002               | 7,770               | 183,772            | 196,330            |
| <b>Fund balances at 31 March 2010</b>              |       | <b>-</b>            | <b>84,571</b>       | <b>683,695</b>        | <b>17,714</b>       | <b>785,980</b>     | <b>183,772</b>     |

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

In order for all income given to ROPE to be used for its charitable activities, the cost of support for the Charity up to 30 November 2009 was donated by Friends of ROPE (Registered Charity No 292451) and is included in Donated services in the statement above.

There are no other gains or losses other than the result for the year.

All activities of the Charity are classed as continuing.

# ROPE CHARITABLE TRUST

## BALANCE SHEET AS AT 31 MARCH 2010

|   | Notes | 2010           |                       | 2009           |                       |
|---|-------|----------------|-----------------------|----------------|-----------------------|
|   |       | £              | £                     | £              | £                     |
| <b>Fixed assets</b>                                   |       |                |                       |                |                       |
| Tangible assets                                       | 8     |                | -                     |                | -                     |
| <b>Current assets</b>                                 |       |                |                       |                |                       |
| Debtors   | 9     | 160,978        |                       | 47,798         |                       |
| Cash at bank and in hand                              |       | 628,181        |                       | 135,974        |                       |
|   |       | <u>789,159</u> |                       | <u>183,772</u> |                       |
| <b>Creditors: amounts falling due within one year</b> | 10    | <u>(3,179)</u> |                       | <u>-</u>       |                       |
| <b>Net current assets</b>                             |       |                | <b>785,980</b>        |                | <b>183,772</b>        |
| <b>Total assets less current liabilities</b>          |       |                | <u><b>785,980</b></u> |                | <u><b>183,772</b></u> |
| <b>Income funds</b>                                   |       |                |                       |                |                       |
| Restricted funds                                      | 11    |                | <b>102,285</b>        |                | <b>7,770</b>          |
| Unrestricted funds:                                   |       |                |                       |                |                       |
| Designated funds – Development                        | 12    |                | <b>500,000</b>        |                | -                     |
| Other charitable funds                                |       |                | <b>183,695</b>        |                | <b>176,002</b>        |
| <b>Total funds</b>                                    |       |                | <u><b>785,980</b></u> |                | <u><b>183,772</b></u> |

The financial statements were approved by the Board on 21 December 2010

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**Andrew Burton**  
**Chairman of Trustees**

# ROPE CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010

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### 1 Accounting policies

#### 1.1 Basis of preparation

The financial statements are prepared under the historical cost convention.

The financial statements have been prepared in accordance with applicable accounting standards, the Companies Act 2006 and the Charities SORP 2005.

#### 1.2 Incoming resources

Voluntary income is received by way of gifts and donations and is included in full in the Statement of Financial Activities when receivable. The Charity receives substantial assistance by way of donated facilities and services, primarily from Friends of ROPE, who met the administrative costs of operating the Charity up to 30 November 2009. The estimated value of this assistance is shown separately as "donated services" in the Statement of Financial Activities. The value of services provided by volunteers has not been included in the financial statements because that value cannot be reasonably quantified in financial terms.

Restricted funds are subject to specific conditions by donors on how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements

Income tax recoverable in relation to donations received under Gift Aid is recognised at the time of the donation.

Legacies from a person's death estate are recognised when the amounts are known and become receivable.

#### 1.3 Resources expended

Support costs, which were partly paid by Friends of ROPE, are allocated to individual charitable activities on a pro rata basis.

Grants payable are recognised when paid, unless there is an earlier unconditional obligation to make payments. In cases where bank to bank transfers are made to the accounts of ROPEholders, the cost of the transfer is included in the grant.

#### 1.4 Tangible fixed assets and depreciation

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

Equipment - Straight line over three years

#### 1.5 Pensions

The Charity provides contributions to the personal pension funds of certain staff. The pension costs charged in the financial statements represent the contributions payable by the Charity during the period.

#### 1.6 Fund accounting

The funds held by the Charity are:

- Unrestricted general funds - these are funds which can be used in accordance with the objects of the Charity at the discretion of the Trustees;
- Unrestricted Designated funds – these are funds set aside by the Trustees out of unrestricted general funds for the purposes noted in the financial statements; and
- Restricted funds - these are funds which can only be used for particular purposes within the objects of the Charity, usually to support particular projects or needs. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Gift Aid related to restricted donations is treated as restricted income.

#### 1.7 Taxation

The Charity is not subject to Corporation Tax. It is entitled to claim from HM Revenue & Customs the tax associated with income received under Gift Aid.

# ROPE CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED FOR THE YEAR ENDED 31 MARCH 2010

### 1.8 Connected charities

The Charity is closely linked with Friends of ROPE (Registered Charity No 292451) which met the administrative costs of operating the Charity for the period up to 30 November 2009.

### 2 Legacies

A number of legacies were received during the year. The amounts received prior to December 2009 were all allocated to meet the administrative costs of the Charity and amounted to £22,968.

Towards the end of the financial year, the charity received a significant bequest. The final amount receivable is uncertain as a number of assets need to be realised before the final position is clear. The financial statements reflect an amount of £500,000 of which £400,000 was received just prior to the financial year end. These funds have initially been allocated to a designated Development fund and the Trustees will develop plans for the use of these funds over the coming year.

### 3 Resources expended

|                                  | Staff costs   | Other costs   | Grant funding  | Total          | Total          |
|----------------------------------|---------------|---------------|----------------|----------------|----------------|
|                                  | 2010          | 2010          | 2010           | 2010           | 2009           |
|                                  | £             | £             | £              | £              | £              |
| <b>Costs of generating funds</b> |               |               |                |                |                |
| Fundraising and donor support    | -             | 10,601        | -              | 10,601         | 8,679          |
| <b>Charitable activities</b>     |               |               |                |                |                |
| <b>Africa</b>                    |               |               |                |                |                |
| Grant funding                    | -             | -             | 187,788        | 187,788        | 159,710        |
| Support costs                    | 31,959        | 12,423        | -              | 44,382         | 34,064         |
| Total                            | 31,959        | 12,423        | 187,788        | 232,170        | 193,774        |
| <b>Americas</b>                  |               |               |                |                |                |
| Grant funding                    | -             | -             | 47,014         | 47,014         | 49,506         |
| Support costs                    | 8,000         | 3,111         | -              | 11,111         | 10,559         |
| Total                            | 8,000         | 3,111         | 47,014         | 58,125         | 60,065         |
| <b>Asia</b>                      |               |               |                |                |                |
| Grant funding                    | -             | -             | 203,971        | 203,971        | 239,891        |
| Support costs                    | 34,715        | 13,492        | -              | 48,207         | 51,166         |
| Total                            | 34,715        | 13,492        | 203,971        | 252,178        | 291,057        |
| <b>Europe &amp; Middle East</b>  |               |               |                |                |                |
| Grant funding                    | -             | -             | 19,832         | 19,832         | 42,970         |
| Support costs                    | 3,375         | 1,312         | -              | 4,687          | 9,165          |
| Total                            | 3,375         | 1,312         | 19,832         | 24,519         | 52,135         |
| Total                            | 78,049        | 30,338        | 458,605        | 566,992        | 597,031        |
| Governance costs – audit fees    | -             | 3,850         | -              | 3,850          | 3,700          |
| <b>Total resources expended</b>  | <b>78,049</b> | <b>44,789</b> | <b>458,605</b> | <b>581,443</b> | <b>609,410</b> |

Governance costs comprise the estimated value of audit fees. No payments were made to the auditors for their services as these and some other support costs were donated to the Charity.

# ROPE CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED FOR THE YEAR ENDED 31 MARCH 2010

### 4 Support costs

The support costs were met by Friends of ROPE (a separate related charity) and donated to the Charity for the period from 1 April 2009 to 30 November 2009. From 1 December 2009 onwards the support costs for the Charity were met from the restricted fund established for that purpose called the Friends of ROPE Fund.

|                                | Africa        | Americas      | Asia          | Europe &<br>Middle East | Total          | Total          |
|--------------------------------|---------------|---------------|---------------|-------------------------|----------------|----------------|
|                                | 2010          | 2010          | 2010          | 2010                    | 2010           | 2009           |
|                                | £             | £             | £             | £                       | £              | £              |
| Met by Friends of ROPE charity | 31,545        | 7,897         | 34,264        | 3,331                   | 77,037         | 104,954        |
| Met from Friends of ROPE Fund  | 12,837        | 3,214         | 13,943        | 1,356                   | 31,350         | -              |
|                                | <u>44,382</u> | <u>11,111</u> | <u>48,207</u> | <u>4,687</u>            | <u>108,387</u> | <u>104,954</u> |
| Overhead costs                 | 12,423        | 3,111         | 13,492        | 1,312                   | 30,338         | 26,612         |
| Staff costs                    | 31,959        | 8,000         | 34,715        | 3,375                   | 78,049         | 73,409         |
| Depreciation                   | -             | -             | -             | -                       | -              | 4,933          |
|                                | <u>44,382</u> | <u>11,111</u> | <u>48,207</u> | <u>4,687</u>            | <u>108,387</u> | <u>104,954</u> |

### 5 Gross transfers between funds

The Trustees approved that the funds received from certain legacies should be transferred to the restricted fund established to meet the administration costs of the Charity. £22,968 was transferred to the Friends of ROPE Fund, as referred to in note 2 above.

### 6 Trustees

The Charity's Chief Executive, Graham Fairbairn, became an employee of the Charity with effect from 1 December 2009, after consent was given by the Charity Commission. Graham Fairbairn's emoluments as Chief Executive for the year ended 31 March 2010 amounted to £6,300.

No other Trustee or any persons connected with them received any remuneration or reimbursement of expenses from the Charity during the year.

### 7 Employees

There were four employees of Friends of ROPE (three part-time) from April 2009 through to November 2009. Two employees then left Friends of ROPE and the other two employees transferred their employment to ROPE with effect from 1 December 2009. An additional employee joined ROPE during November 2009 resulting in three ROPE employees (two part-time) through to March 2010.

Prior to December 2009 all employment costs were met by Friends of ROPE, after this date all employment costs have been met by ROPE.

#### Employment costs

|                       | Met by ROPE<br>2010<br>£ | Total<br>2010<br>£ | Total<br>2009<br>£ |
|-----------------------|--------------------------|--------------------|--------------------|
| Wages and salaries    | 20,223                   | 68,883             | 64,753             |
| Social security costs | 1,857                    | 6,075              | 6,085              |
| Other pension costs   | 1,869                    | 3,091              | 2,571              |
|                       | <u>23,949</u>            | <u>78,049</u>      | <u>73,409</u>      |

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

# ROPE CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED FOR THE YEAR ENDED 31 MARCH 2010

### 8 Tangible fixed assets

|                                    | Equipment<br>£ |
|------------------------------------|----------------|
| <b>Cost</b>                        |                |
| At 1 April 2009 and 31 March 2010  | 14,799         |
| <b>Depreciation</b>                |                |
| At 1 April 2009 and 31 March 2010  | 14,799         |
| <b>Net book value:</b>             |                |
| At 31 March 2009 and 31 March 2010 | -              |

### 9 Debtors

|                                 | 2010<br>£      | 2009<br>£     |
|---------------------------------|----------------|---------------|
| Income tax recoverable          | 60,978         | 47,798        |
| Other debtors – due from Legacy | 100,000        | -             |
|                                 | <u>160,978</u> | <u>47,798</u> |

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

|                               | 2010<br>£    | 2009<br>£ |
|-------------------------------|--------------|-----------|
| Taxes & social security costs | 1,557        | -         |
| Accruals and deferred income  | 1,622        | -         |
|                               | <u>3,179</u> | <u>-</u>  |

# ROPE CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED FOR THE YEAR ENDED 31 MARCH 2010

### 11 Restricted funds

The income funds of the Charity include restricted funds which are received for specific projects or beneficiaries. These are usually paid out within six months of receipt. The Friends of ROPE Fund exists to meet administration costs of the Charity and the Trustees aim to hold sufficient funds to meet administration costs for between six and nine months. Other restricted funds are for relief projects or beneficiaries in the continents shown and the restrictions are that the funds should only be applied for the projects or beneficiaries for whom the funds were given.

|                      | Balance at<br>1 April 2009 | Movement in funds |                  | Balance at<br>31 March 2010 |
|----------------------|----------------------------|-------------------|------------------|-----------------------------|
|                      | £                          | £                 | £                | £                           |
| Africa               | 501                        | 50,968            | (50,537)         | 932                         |
| Americas             | -                          | 22,684            | (17,692)         | 4,992                       |
| Asia                 | 7,269                      | 100,697           | (96,176)         | 11,790                      |
| Europe & Middle East | -                          | 63                | (63)             | -                           |
| Friends of ROPE Fund | -                          | 121,043           | (36,472)         | 84,571                      |
|                      | <u>7,770</u>               | <u>295,455</u>    | <u>(200,940)</u> | <u>102,285</u>              |

### 12 Unrestricted funds

|                                  | Undesignated funds    | Designated fund<br>Development | Total                 |
|----------------------------------|-----------------------|--------------------------------|-----------------------|
|                                  | £                     | £                              | £                     |
| Balances at 1 April 2009         | 176,002               | -                              | 176,002               |
| Net surplus for the year         | 507,693               | -                              | 507,693               |
| Transfer to Development fund     | (500,000)             | 500,000                        | -                     |
| <b>Balances at 31 March 2010</b> | <u><b>183,695</b></u> | <u><b>500,000</b></u>          | <u><b>683,695</b></u> |

The Designated fund – Development represents funds received from a legacy in 2010 which the Trustees have initially allocated for development of the Charity. The funds have been invested in interest bearing accounts while the development plans are progressed in the coming year and beyond.

### 13 Analysis of net assets between funds

|  | Unrestricted<br>funds | Donated<br>funds | Restricted<br>funds | Total          |
|--|-----------------------|------------------|---------------------|----------------|
|  | £                     | £                | £                   | £              |
| Fund balances at 31 March 2010 are represented by: |                       |                  |                     |                |
| Current assets                                     | <u>683,695</u>        | <u>-</u>         | <u>102,285</u>      | <u>785,980</u> |

### 14 Commitments under operating leases

At 31 March 2010 the Charity had annual commitments under non-cancellable operating leases as follows:

|                                   | Land and buildings |          |
|-----------------------------------|--------------------|----------|
|                                   | 2010               | 2009     |
|                                   | £                  | £        |
| Expiry between two and five years | <u>9,988</u>       | <u>-</u> |