



Friends of Chitambo (FoCH) SCIO

Trustees' Annual Report and Accounts for the year to 31st March 2025

Scottish Charity Incorporated Organisation (SCIO) Number SC044337

Contact address

15 West Street
Penicuik
Midlothian
EH26 9DG

Current Trustees (to 31st March 2025)

Name	Role	Date appointed/reappointed	Date resigned
<i>International Board</i>			
Jo Vallis	Trustee, Chair	29/01/23	
Peter Willett	Trustee/ Treasurer	24/04/22	
Richard Vallis	Trustee/Honorary President	29/01/23	
Bridget Innes	Trustee	29/01/23	
Chola Mwelwa	Shadow Trustee	29/01/23	
Annet Dekker	Trustee	18/08/24	
Marion Taylor	Trustee	18/0824	
<i>Zambian Board</i>			
Levi Chifwaila	Trustee, Chair	29/01/23	
Ida Waddell	Trustee	29/01/23	
Norman Mukuma	Trustee	29/01/23	
Francis Zombe	Trustee	29/01/23	
Dr Rosemary Mwanza	Trustee	11/02/23	
Chief Chitambo	Trustee	9/12/24	
Rabson Mufalari, Area Coucillor	Trustee	6/03/25	
Martin Muchalenje, Nurse Tutor	Secretariat	5/10.23	
Dorcas Mambwe, Registered Nurse	Secretariat	5.10/23	

Recruitment and appointment of Trustees

All of the Association's trustees are appointed during the year.

Governing document

The Association is a charitable incorporated organisation and the purposes and administration arrangements are set out in our constitution.

Charitable purposes

Our purposes, as recorded in our constitution, are the prevention or relief of poverty, the advancement of education, the advancement of health, the saving of lives, the advancement of citizenship or community development.

Activities and achievements – Chairperson's report

Activities

Our main activities since April 2024 have included:

1) *Health care projects supported in Zambia by restricted and unrestricted charity funds:*

1.1 *Projects supported in Zambia, by restricted funds:*

- *Nurse Training Scholarships for financially disadvantaged students:* FoCH has supported 15 students since 2015, each through their full 3-year Nursing Diplomas. 12 have completed training and, of these, 10 have graduated and one is in the process of doing so. FoCH is supporting his registration and graduation fees. One student from the 2020 to 2023 cohort, is re-sitting finals for a 2nd time, supported by FoCH. Most of our graduates have obtained government posts.

4 new students were selected for FoCH Scholarships in January 2024. 3 entered at 1st year and one, who was struggling financially, was supported for his final year. He has now completed, registered and will graduate in September 2025.

Our 3 current (2024 to 2026) students are in 2nd year and doing well. One is supported by new donors who recently came on board. FoCH purchased 4 robust refurbished Dell Tablet PCs for the students, from Genesis Office Systems in Lusaka, Zambia (June 2024: £2,595), to facilitate their studies. In January 2025, we paid £2,473 in 2nd year Tuition and Other Fees, and monthly upkeep for these students.

- *Oxygen Pipeline Appeal:* This project, part-funded by FoCH and part by First Aid Africa (FAA), was successfully completed and piped oxygen is now available at the bedside, and in the operating theatre.

The oxygen generator itself, initiated by FoCH and funded by Scottish Government, via FAA, is now fully operational, under the care of a well trained local staff member. The project is yet to be commissioned, for complex reasons, and FoCH has been in discussion with Scottish Government about this.

Commemorative plaques, honouring donors, were procured at a cost of 8,500 Kwachas (approximately £236).

FoCH still holds a surplus of £3,753, restricted to oxygen project activities.

- Mothers Waiting Shelter (MWS) project: This multi-way collaboration, between the Whanganui Rotary Club; FoCH, UK; The Swanson Family Charity, Scotland; and Chitambo Hospital, has gone very well. 2024/25 has seen the main construction phase, by the Zambian company, MKP Building Contractors Ltd.

The total cost of the building contract was £34,285.62, less 10% retention fee, to be paid 8 months after completion of the construction.

Payments were in 3 phases:

- April 2024: Advance payment for purchase of materials: £11,347
- September 2024: At roofing level: £10,333
- December 2024: Final payment, on completion of the construction: £12,606

Equipping of the MWS cost approximately £7101 and was ongoing between October and December 2024. Purchases of mostly locally made furnishings included:

- 20 locally made metal bunk beds: £3,263
 - 40 mattresses: £1,877
 - Locally made curtains: £246
 - Curtain rods: £48
 - Locally made furniture (Cupboards, lockers and chairs): £1,535
 - Fire extinguishers: £133
- A further £595 was paid in transport costs (vehicle hire, fuel, travel and subsistence etc) for getting these goods to Chitambo, from Lusaka, the capital, and elsewhere..

At the end of the financial year (March 2025), the construction and furnishing of the MWS was all but completed and plans for commissioning the building were underway. Due to the generosity of many donors and the selection of excellent, cost-effective contractors, the project came in under budget so that the remaining balance of restricted funds in the MWS account was still £17,409.

Plans are underway for using the underspend to build a separate cooking shelter, covered walk-way, and for installation of donated solar geysers, to enable hot water to the 2 MWS bathrooms. £285 was paid to transport the donated geysers to Chitambo (September 2024), for assessment by the local engineering team.

- Maternity Unit Renovations (MUR) Project: Building on the successful MWS project, this project was launched in December 2024, with receipt of £8,096 from the Groningen City Council in the Netherlands. This donation was facilitated by one of our International Board members, based in the Netherlands, who was invited to speak at an annual Christmas dinner at which FoCH was selected for the charitable award. That award is supplemented by another private donation (£816) from the Netherlands (February 2025) and another unrestricted Christmas donation of £981, from Scottish donors (December 2024), making a total of at least £9,885 available to the MUR project.

With the advice of the Chitambo Hospital Board, the money is allocated to renovating the whole maternity unit, including the labour ward, pre-term baby ward and main pre and post natal ward. Renovation includes painting, decorating, re-tiling floors and

bathrooms, replacing ceiling tiles, and upgrading the showers and toilets. A contractor was identified and paid 50% of the costs (£2,249) to commence the work in March 2025. The remaining 50% will be paid on completion of the renovations. The remaining funds (around £5,387) is, on request, allocated to equipping the maternity unit, including providing an incubator, resuscitation unit, hospital viewing lamp, and 2 new delivery beds.

Together with the MWS, this project is contributing to substantial improvement of maternity services at Chitambo.

1.2 Projects supported, in Zambia, by unrestricted funds

- Ambulance maintenance funds: In March 2024, £1,000 was sent for annual maintenance of the Chitambo Centenary ambulance, donated by FoCH and other Scottish partners in 2008. This was a topup for funds sent in 2023, which had not fully been spent. This vehicle is ageing but has been kept going by the skilled maintenance of the local ambulance crew. However, evidence suggests that it has hardly moved since March 2004. This is partly due to lack of licencing. Chitambo partners are unable to re-licence it and FoCH is debating whether to invest further in maintenance of this vehicle.
- Staff Development Scholarships:
3 staff development scholarships have been supported so far:
 - Theatre Nurse: A senior theatre nurse successfully completed a BSc Nursing Degree and is due to graduate in May 2025. FoCH funded completion of the research component of his course:£202 (November 2024). £200 was paid towards graduation costs (March 2025).
 - Radiography Technician: A Chitambo Radiography Technician is now in the 4th year of his 5-year Radiography degree and is progressing well. Yearly tuition of £928 was paid in October 2024.
 - Medical Officer: A senior Medical Officer completed FoCH-funded refresher training in maternity care (£1,333) and provided a detailed training report (June 2024).
- Annual Non-Communicable Diseases Awareness Event: (2024): On request, FoCH funded a Chitambo team to participate in this annual sports tournament, to raise awareness of prevention of NCDs, at Chipata, Eastern Province, Zambia: £242 (June 2024).

2) Activities in Scotland/UK, supported by unrestricted charity funds

- Annual insurance premium: £160 was paid to Keegan and Pennykidd Insurance Brokers.(May 2024)
- Scotland's International Development Alliance (SIDA) annual membership fee: £90 was paid to SIDA (April 2024)
- Penicuik Storehouse Stall costs:
 - Purchase of Zambian crafts: £200 (May 2024)
- Miscellaneous:
 - SIDA Spring Conference Exhibition Stand: £100 (April 2024)

3) Fundraising activities to raise the above funds

The above health and other projects are supported by regular, and one-off donations and fundraising activities:

i) Donations:

- *Regular donations:* 12 donors are supporting us with regular (monthly or yearly) donations amounting to **£3,560**
- *One-off donations:* We also received **£42,686** in *one-off* donations since 1st April 2024, of which **£31,449 was restricted to the MWS project and £9,889 to the MUR project.**
- *Membership fees:* 3 members paid £10 each in annual membership fees: **£30.**

Together, donations raised a total of **£46,246**

ii) Fundraising activities

- MWS Crowdfunding Appeal: This Appeal officially closed in May 2023, but continued to receive donations during 2024: **£1,318**
- Penicuik Storehouse Stall raised: **£1,882**
- Penicuik Street Fair Stalls
 - Penicuik in the Park (May 2024): **£175**
 - Summer Street Fair: **£350**
 - Christmas Street Fair raised: **£392**
- Pottery sales: **£290**
- Book royalties (Livingstone's Hospital) raised: **£6**

Together, these fundraising activities raised a total of **£4,413**

Total Income: £50,659

Expenditure:

Funds were deployed as follows:

- **Nurse Training Scholarships: £8,556**
 - Fees: £3,310
 - Monthly upkeep (6 students for 2024 and 2025): £2,650
 - Tablet pcs: £2,596
- **Staff Development Scholarships: £1,330**
 - Fees: £928
 - Research costs: £202
 - Graduation costs: £200
- **Mothers Waiting Shelter (MWS) Project: £43,123**
 - :Building contract: £34,285
 - Equipment: £8,088
 - Consultancy: £750
- **Maternity Unit Renovations (MUR) Project: £2,249 (first 50% of renovation work)**
- **Contribution to Non Communicable Diseases (NCD) Awareness Raising Event: £242**
- **Oxygen generator plaques: £236**
- **Governance: £866.15**
 - SIDA Membership Premium: £90
 - Fundraising costs: £400
 - Printing of charity documents: £273
 - Board development: £100
 - Bank charges: £3

Total Expenditure: £56,585

i) Board recruitment:

2 new members joined our International Board during the year, one from the Netherlands and one in New Zealand. Both have strong connections with Chitambo

Our Zambian Board is making good progress on building its capacity and has appointed 4 new members this year, including the District Chief, Area Councillor, a Nurse Tutor, and a Registered Nurse. The latter 2 constitute the Secretariat. The Zambian Board is working on appointing a local business person as well.

ii) Capacity Building:

Of our 16 Board members, over half are based in Zambia. We are striving to transfer the balance of organisational power to them, including building their capacity for this role. We are still striving to identify funding for this activity.

iii) Education/Learning: FoCH members continue to participate in Scotland's International Development Alliance (SIDA) training programmes and conferences. The FoCH UK Chair has also registered with SCVO, for information about their charity training programmes.

In April 2024, FoCH presented a paper on 'Transferring the balance of power' at the SIDA Spring Conference, Edinburgh, and also to provide an exhibition stand at a cost of £100 to FoCH. We sold a few Zambian crafts to other conference delegates at this event.

Future directions

i) Priorities (April 2025 to March 2026):

Our main focus, in the coming year, is to:

1. Provide continued support for nurse training and staff development scholarships
2. Decide on whether to continue funding maintenance of the Chitambo Centenary Ambulance, which is ageing.
3. Complete building and equipping of the Chitambo Mother's Waiting Shelter (MWS)
4. Complete renovation and equipping of the Maternity Unit
5. Continue our organisational development including:
 - Seeking grant funding for capacity building of our organisation, particularly at the Zambian end, including hiring a Programme Co-ordinator to help manage all in-country FoCH projects
 - Strengthening our Funding Strategy to match our Organisational Strategy
 - Increasing our paying membership and regular monthly donor pool

ii) Planned fundraising events (2024/2025):

UK

- Participating in Penicuik Street Fairs (August and Christmas 2024)
- Zambian Cultural Evening (March 2025)
- Penicuik Storehouse stall (ongoing)

Zambia

- Offers of further fundraising events by a Zambian-based member.
- Regular consignments of Zambian crafts for sale on our Penicuik Storehouse stall, mostly paid through Zambian fundraising events.

Key Risks and Going Concern

Our key risks include:

- The loss of key volunteers: This is mitigated by our continuous efforts to attract new members.

Finance

The income for the year was **£50,776** and we made payments of **£56,702**, leaving us with a deficit of **£5,926**

Trustee remuneration and expenses

The trustees did not receive any remuneration during this period.

Reserves

We started the year with a bank balance of **£42,246**.
At 31/03/24 we held cash at bank of **£36,320**.

Signature: Dr Jo Vallis, Chair



Date: 25th October 2025

Friends of Chitambo SCIO

Receipts and Payments Account for the year ended 31st March 2025

	2025				2024
	Funds				Total £
	Unrestricted £	Restricted £	Designated £	Total £	
Receipts					
Donations	4,427	41,108		45,535	25,294
Fundraising	3,923	1,318		5,241	10,878
Gift Aid	-			-	3,061
Total Receipts	8,350	42,426	-	50,776	39,233
Payments					
Cost of charitable activities	8,770	46,104		54,874	5,329
Fundraising costs	875			875	395
Governance costs	953			953	250
	10,598	46,104	-	56,702	5,974
Surplus/(Deficit) for the year	(2248)	(3678)	-	(5926)	33,259

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Statement of Balances as at 31st March 2025

	2025				2024
	Funds			Total	Total
	Unrestricted	Restricted	Designated		
	£	£	£	£	£
Bank Balances					
Opening balances	11,061	31,185	-	42,246	8,987
Surplus/(deficit) for the year	(2248)	(3678)	-	(5926)	33,259
Transfer between funds	(1,064)	1,064			
Closing balances	<u>7,749</u>	<u>28,571</u>	-	<u>36,320</u>	<u>42,246</u>
Reserves					
Unrestricted				7,749	11,061
Restricted: Nurses training		748			
Maternity Unit renovations		6,661			
Mothers Shelter		17,409			
Oxygen Unit		<u>3,753</u>		28,571	31,185
Designated				<u>36,320</u>	<u>11,061</u>
Other assets				-	-
Liabilities				-	-

Approved by the Trustees and signed on their behalf:

Jo Vallis - chairperson

Jo Vallis

Date:

25/10/25

Friends of Chitambo SCIO

Notes to the accounts - for the year ended 31st March 2025

1 Basis of accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities & Trustees Investment (Scotland) Act 2005, and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2 Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain a single unrestricted fund.

Restricted funds may only be used for specific purposes. During the year there was a net decrease in these funds of £3,678 comprising payments of £42,426, less receipts of £46,104 as set out in notes 4 and 5.

3 Related party transaction

No remuneration was paid to the trustees during the year.

	2025				2024
	Funds				
	Unrestricted	Restricted	Designated	Total	Total
	£	£	£	£	£
4 Receipts					
General	8,350			8,350	10,162
Nurses training		748		748	3,949
Maternity unit renovations		8,912		8,912	-
Mother's Shelter		32,766		32,766	25,122
	8,350	42,426	-	50,776	39,233
5 Cost of charitable activities					
Nurse and staff training	8,770			8,770	2,809
Ambulance maintenance					1,000
Mothers' waiting shelter		43,855		43,855	1,280
Renovations		2,249		2,249	-
Other				-	240
	8,770	46,104	-	54,874	5,329
6 Fundraising costs					
Printing	273			273	300
Stall costs	360			360	95
Publicity	242			242	-
	875	-	-	875	395
7 Governance					
Insurance	160			160	156
SIDA membership	90			90	90
Board development	100			100	-
Legal expenses	600			600	-
Bank charges	3			3	4
	953	-	-	953	250

Independent Examiner's Report

To the members of Friends of Chitambo SCIO

Scottish Charity Number SC044337

I report on the accounts of the charity for the year ended 31st March 2025.

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 trustees consider that the audit requirement of Regulation 10 (1) (d) 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 Independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). 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 seeks explanations from the trustees concerning 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 the course of 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 (10) (a) of the 2005 Act and
Regulation 4 of the 2006 Accounts Regulations, and

– to prepare accounts which accord with the accounting records and
comply with Regulation 9 of the 2006 Accounts Regulations

met

have not been

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

Signed:

Date:



Innes Chalmers BA CA

Chartered Accountant

7, St Ninians Way, Linlithgow EH49 7HL