

REGISTERED COMPANY NUMBER: SC294378
REGISTERED CHARITY NUMBER: SC037048

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2015
FOR
THE SCOTLAND MALAWI PARTNERSHIP**

Martin Aitken & Co Ltd
Chartered Accountants
Caledonia House
89 Seaward Street
Glasgow
G41 1HJ

THE SCOTLAND MALAWI PARTNERSHIP

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FOR THE YEAR ENDED 31 MARCH 2015**

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THE SCOTLAND MALAWI PARTNERSHIP

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2015

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2015. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

The Scotland Malawi Partnership (SMP) is a company limited by guarantee registered in Scotland, number SC294378; and registered as a Scottish charity, number SC037048. It is governed by its Memorandum and Articles of Association.

REFERENCE AND ADMINISTRATIVE DETAILS

Directors

Stuart Brown	Appointed 27 September 2014	
Isabel Bruce		
Mizeck Chagunda		
Zamiwe Chunda		
Walter Dunlop		
Andrew Goudie		
Pat Hiddleston	Resigned 27 September 2014	
Claire Martin (Co-Vice Chair)		
Cate Nelson-Shaw		
Andrew Parker (Co-Vice Chair)	Resigned 2 June 2015	Re-appointed 9 June 2015
Elsbeth Pentland	Resigned 27 September 2014	
Jeremaya Phiri	Appointed 27 September 2014	
Colin Reilly		
Sam Riddell		
Kenneth Ross (Chair)		
Thomas John Thompson		
Ben Wilson		
Douglas Young		

Co-Presidents

The Right Honourable Donald Wilson, Lord Provost of the City of Edinburgh
The Right Honourable Sadie Docherty, Lord Provost of the City of Glasgow

Co-Patrons

His Excellency Peter Mutharika, President of the Republic of Malawi
Her Royal Highness Princess Anne, The Princess Royal

Company Secretary and Principal Officer

David Hope-Jones

Independent Examiner

Martin Aitken & Co Ltd
Chartered Accountants
Caledonia House
89 Seaward Street
Glasgow
G41 1HJ

Solicitors

McLure Naismith	Latham & Watkins
292 St. Vincent Street	99 Bishopsgate
Glasgow	London
G2 5TQ	EC2M 3XF

Bankers

Bank of Scotland
167-201 Argyle Street
Glasgow
G2 8BU

THE SCOTLAND MALAWI PARTNERSHIP

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2015

REFERENCE AND ADMINISTRATIVE DETAILS

The directors present their annual report and financial statements for the year ended 31 March 2015. The directors have adopted the provisions of the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities (revised 2005), and the Companies Act 2006.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is a company limited by guarantee and is constituted by its Memorandum and Articles of Association. It is governed by a Board of Directors, of not less than 3 and not more than 16, who meet at least quarterly.

Directors are appointed by the Board ensuring that the appropriate skills mix is available to the Board to effectively govern the company. Prospective directors are provided with details of the company and have the opportunity to meet with the Principal Officer prior to appointment. On appointment, new directors are issued with a Handbook which provides guidelines on the governance of the company and the role of the director in that. The skills of directors are identified which may result in his/her appointment to one of the sub-committees reporting to the Board. Directors are encouraged to attend various forums and events run by the company for Partnership members.

The purpose of the Board is to govern the Scotland Malawi Partnership and to ensure that the Scotland Malawi Partnership meets its stated objectives. The Board takes responsibility for giving direction to the company, ensuring that there is a framework for accountability, adopting and reviewing all systems and methods of control, financial and otherwise, monitoring people, resources and performance and for ensuring that the Scotland Malawi Partnership is complying with all aspects of the law, relevant regulations and good practice.

The directors delegate responsibility for day-to-day operations and management to the Partnership's staff. Board Committees assist the Board to meet its objectives, and include a Policy and Strategy Committee which has developed a three-year Strategic Plan to govern the work and direction of the company until April 2017, and an Audit and Finance Committee to monitor financial control, planning and reporting, and to oversee the preparation of financial statements.

OBJECTIVES AND ACTIVITIES

The SMP is the national umbrella network for Scottish organisations and individuals involved with Malawi. SMP membership is diverse, consisting of schools, colleges, universities, umbrella organisations, international development organisations, businesses, community organisations and individuals.

a) Our Vision:

The SMP exists to inspire the people and organisations of Scotland to be involved with Malawi in an informed, coordinated and effective way, to the benefit of both nations.

The Partnership promotes a people-to-people model of development, built on dignified partnership and rooted in the shared history between our two countries. It focuses on active relationships between people to foster a shared understanding of the development challenges facing Malawi and to support the development of practical, sustainable solutions. It is through this deeper understanding and shared human experience that the people of Scotland and Malawi will be able to effect real and lasting change, both through their own activity and by influencing the policies and actions of governments and institutions.

b) Our Mission:

We aim to foster links, consistent with our values, between the two nations, and encourage development of sustainable projects in Malawi by:

- informing and inspiring civil society in Scotland about the work of the Partnership, the unique shared history between Scotland and Malawi, and the development challenges facing Malawi, in order to increase public support for extending and enriching the relationship between the two nations;
- seeking to employ an alternative model of international development, based on mutually beneficial civil society partnerships and links, and advocating its wider employment elsewhere;
- acting as a forum for encouraging best practice amongst member organisations through the provision of training and the sharing of ideas, processes and information;

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OBJECTIVES AND ACTIVITIES

- encouraging a reduction in the duplication of effort in Malawi by facilitating networking, promoting shared learning and raising awareness of existing initiatives;
- developing support mechanisms which can lead to an exchange of people and/or advance cultural, political or economic understanding between Scotland and Malawi; informing our members of activities, opportunities or items of significance arising in either Scotland or Malawi;
- demonstrating the relevance of Scotland's civil society contribution to the attainment of the Government of Malawi's Growth and Development Strategy and the Millennium Development Goals.

c) **Our values:**

Our values describe our approach, and our vision and mission can only be achieved if staff, directors, member organisations and associate members hold these values:

- **Mutual Respect:** we recognise that the historic bilateral civil society relationship between Scotland and Malawi is built on trust and mutual respect and we celebrate its inherent reciprocity;
- **Cooperation:** we foster a spirit of cooperation, building partnerships and alliances in pursuit of our objectives, avoiding duplication and forging creative ways to work together;
- **Internationalism:** we stand in the tradition of Scottish internationalism, resisting isolationism and xenophobia, believing that Scotland's strength lies in building strong relationships with nations elsewhere in the world;
- **Service:** paramount in all our work is provision of the highest possible quality of service to our members. We strive to meet their expressed needs by offering relevant information, advice, training and resources;
- **Continuous Improvement:** we continuously strive to improve the quality of our service, as perceived by our members, to encourage viable, ethical development activity between our members and their Malawian counterparts;
- **Sector Understanding:** we understand the sector(s) in which our members are operating, both in Scotland and Malawi, and respond positively to situations which can advance developmental aspects of the Partnership;
- **Development:** staff, directors and members are committed to encouraging links between Scotland and Malawi, to reduce poverty, promote justice and relieve suffering in Malawi. To achieve that, we all have a role to play in managing our own development and in being supportive of others.

ACHIEVEMENT AND PERFORMANCE

2014-17 Strategic Plan

In 2014-15 the SMP successfully completed the first year of its ambitious 2014-17 Strategic Plan, with its four core strands of activity:

- **Strand one**, entitled "**SOWING THE SEEDS by raising awareness and inspiring others**", which sees the SMP further develop its website, media engagement and research demonstrating impact, and seek new and exciting ways of helping members share their own stories of membership engagement.
- **Strand two**, entitled "**NURTURING NEW GROWTH in priority areas**", sees the SMP invest further in: business, trade and tourism; youth and schools engagement; the Malawi Scotland Partnership (MaSP); Local authority engagement; diaspora engagement; and the Glasgow Commonwealth Games.
- **Strand three**, entitled "**INCREASING OUR YIELD by strengthening existing links**", sees the SMP: continue to disseminate information to members; increase training and mentoring; support best practice, sustainability and transparency; continue to facilitate member forums; offer practical advice, support and funding assistance; deliver specific campaigns and projects; issue SMP publications; and support networking.
- **Strand four**, entitled "**SHARING OUR PRODUCE by connecting with & influencing others**", sees the SMP continue its lobbying and advocacy work, its support for MaSP, its engagements with the governments of Scotland, the UK and Malawi, and its partnering across Scotland, Malawi and the UK.

Activities in 2014-15

In 2014-15 the SMP hosted 31 events/engagements attended by a total of 1,063 people, including 13 Member Forums attended by 281 people and four Cross Party Group meeting attended by 114 people. We also supported/co-hosted a further 26 events/engagements attended by an estimated 2,200 people.

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ACHIEVEMENT AND PERFORMANCE

We have continued to work with our sister organisation Malawi Scotland Partnership (MaSP) and in recognition of this unique relationship we have this year modified our accounts to reflect specific MaSP funding.

Key activities in this period included:

April 2014:

- Supported Scottish Parliament Debate on International Development and the Scottish Government's work with Malawi.
- Recruited three new staff members: Keith Bohannon, Member Development Officer; Jackie Farr, Media and Communications Officer; and Caroline Beaton, Youth and Schools Officer.
- Furnished and equipped a third office for the SMP within the Edinburgh City Chambers, with all furniture donated by the City of Edinburgh Council.
- Co-hosted review of the Scottish Government's small Grants Programme

May 2014:

- Kept members informed through the tripartite elections in Malawi and, after the election, re-established contact with the new President, Vice President, Minister for Foreign Affairs and the Minister for Health.

June 2014:

- Co-hosted a major conference with Education Scotland, bringing together 90 Scottish primary and secondary schools with links to Malawi.
- Facilitated a meeting of the Malawi Cross Party Group in the Scottish Parliament giving post-election analysis with input from the Government of Malawi and the University of Edinburgh.
- Launched SMP's Governance Forum bringing together 20 key members engaged in governance projects, connecting with the Scottish Government and DFID, and beginning an SMP mapping exercise of all major governance projects in Malawi across all donors.
- Supported the Inspire>Aspire National Awards Ceremony at the University of Glasgow, attended by over 500 school pupils from across Scotland who were engaged in this educational project linked to the Glasgow Commonwealth Games. The SMP and MaSP had been working for the previous 6 months to support schools in Scotland linked to Malawi to use the Inspire>Aspire project to learn more about their friends in Malawi, and visa and versa.
- Supported "Celebrating Africa 2014" hosted by Edinburgh and Lothians Regional Equality Council (ELREC), helping build links with other African communities in Edinburgh and showcasing the work of the partnership, and its engagement with the Malawian diaspora in Scotland.
- Hosted a meeting of the SMP Health Links Members' Forum, attended by 23 organisations, looking at best practice when donating medical items to Malawi, shared lessons in partnership, and new funding opportunities.
- Hosted a meeting of the SMP Business, Investment, Trade and Tourism Forum, attended by 24 SMP members, representing NGOs, business and government.
- Arranged meeting with Scottish Government Minister for International Development and returned healthcare volunteers, lobbying for greater support for NHS staff to volunteer internationally.
- Hosted a roundtable meeting for members to meet the UK Minister for International Development Lynne Featherstone MP, incoming Head of DFID Malawi (Jen Marshall), and the Scotland Office.

July 2014:

- In the two weeks in the run up to Malawi's 50th anniversary of independence, the SMP published online five serialised video interviews with Colin Cameron, talking about his key involvement in the run up to Malawian independence in 1964.
- On the 6th July the SMP unveiled Scotland's 50th birthday card to Malawi: the "50 stories for 50 years" micro-website created by the SMP. Over the previous four months the SMP had been working with the 50 "special ambassadors" to create 50 x 50-second videos or 50-word stories on Scotland-Malawi links. At the same time, the SMP unveiled 50 Malawian flags flown across Scotland on prominent public buildings.
- Hosted the national celebrations to mark the 50th Anniversary of Malawi Independence, with members of the Malawian Diaspora. More than 150 Malawians from across Scotland attended the celebrations which included the first ever performance of the Black Missionaries (Malawi's most successful band) in Scotland.
- The SMP worked to ensure that Malawi was the first nation to be welcomed into the Athletes Village for the Commonwealth Games, and the first to have its flag-raising ceremony. The SMP was also active troubleshooting as issues arose throughout the Games.

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ACHIEVEMENT AND PERFORMANCE

- With the Scottish Government and UNICEF, organised and funded a visit by Monica Dzonzi (Malawi UNICEF Youth Ambassador) to Scotland for the Glasgow Commonwealth Games. Together, more than 20 events and activities were scheduled as part of her visit, each one celebrating and raising awareness of the links between Scotland and Malawi.
- Supported a special Scotland-Malawi music concert as part of the Commonwealth Game attended by around 300 people.
- Hosted a "Pop-Up Malawi House" as part of the Commonwealth Games event, supporting Team Malawi and presenting Malawi in a positive light in the Scottish media.
- Organised a number of events around the Scotland-Malawi netball game during the Commonwealth Games including a post-match photo op with both teams for the media and a special free viewing event, where members and the public could watch the event live.
- Co-organised a special visit to the David Livingstone Centre for Team Malawi, including a sports day for the local schools with Malawi links.
- Supported the Scottish Government's grant-holder event, attended by around 70 key delegates.
- Co-hosted information half-days for the second round of the Small Grants Programme in Edinburgh and Glasgow.

August 2014:

- Supported a debate in the Scottish Parliament on "Scotland and Malawi, A Special Relationship".
- Supported the Scottish Government's Malawi Development Programme information day, including the production and presentation of a special new SMP publication "Common Challenges, Shared Learning", which shared learning from past work, to assist with the development of new projects and partnerships.

September 2014:

- Recruited Emily Mnyayi, the SMP's new Youth and Schools Officer.
- Organised a week of meetings and engagements for Dr Matthews Mtumbuka in advance of his attendance at the SMP AGM.
- Facilitated the Malawi Cross Party Group's Annual General Meeting, attended by 40 MSPs and members.
- Supported international health students from Dundee University visiting Malawi.
- Hosted a Malawi stall at the Scottish Learning Festival, giving out free information and education resources to hundreds of primary and secondary teachers, and hosting a special Malawi seminar with the Scottish Minister for Education and Lifelong Learning.
- Hosted the SMP's 2014 AGM: our biggest and best to date. Themed around "together in the talking place", all activities took place around a "campfire" on stage. 110 Members attended the day and feedback was outstanding with 94% rating the AGM as "excellent" or "very good".

October 2014:

- Hosted SMP Business, Investment, Trade and Tourism Members' Forum, supporting and coordinating member activity.
- Presented at the annual meetings of the Blantyre Fellowship - a group of Scots and Malawians that used to live in Malawi which has been active for more than 40 years.
- Hosted meeting of the SMP Health Forum discussing partnership principles in action.

November 2014:

- Co-hosted a screening of the Malawian film B'ella, as part of the Africa in Motion festival, for youth SMP members with direct input from the film's Director and a live panel discussion.
- Gave a lecture to The University of Glasgow's Glasgow Centre for International Development (GCID) about Scotland-Malawi links and the SMP.
- Hosted SMP Governance Forum meeting with input from Local Councillors in Malawi and the University of Dundee.
- Spoke at the University of Strathclyde's Fashion Show raising funds for Malawi, attended by around 300 people.
- Keith Bohannon, SMP Member Development Officer, visited Malawi to help open GALVmed's new Centre for tick-borne diseases, and meet with representatives from across Malawi (from key ministries to small-holder farmers) to develop the SMP's support for Scotland-Malawi business and trade links.

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ACHIEVEMENT AND PERFORMANCE

December 2014:

- Hosted Further and Higher Education Forum meeting with input from DFID, the CEO of the National Council for Higher Education in Malawi, and the VC of Mzuzu University.
- Hosted event for members to meet with the Malawian Minister for Foreign Affairs and International Cooperation, attended by 72 members.

January 2015:

- Hosted SMP Youth Forum Meeting engaging and listening to SMP youth members.
- Hosted SMP Business, Investment, Trade and Tourism Members' Forum, discussing how development projects can build, not undermine,
- Responded to the severe flooding which affected much of Malawi in January 2015: coordinating members' work, disseminating news from Malawi, and supporting a prompt and effective governmental responses. The SMP was able to help expedite the Scottish Government's response to the flooding by being an intermediary for six mini emergency grants to Scottish organisations responding to the floods.

February 2015:

- Co-hosted "Chilembwe Revisted" conference, marking the centenary of the Chilembwe uprising, an important historical event and a key moment in the developing Scotland-Malawi links.
- Hosted SMP Health Forum looking at responses to the floods and disseminating recent health research findings from Malawi.
- Facilitated meeting of the Malawi Cross Party Group, at which two new Co-Conveners were elected to lead the group (Michael Russell MSP and Liam McArthur MSP), and at which MSPs were briefed on Scotland's response to the floods in Malawi.
- Delivered a media training day to help develop the SMP's capacity to tell its story in the mainstream media.
- Delivered two Chichewa Language classes in Edinburgh and Glasgow, with cultural familiarisation briefings for those visiting Malawi from members of the diaspora community.
- Hosted SMP's Primary and Secondary Schools Forum attended by 29 people schools and teachers.
- Gave a lecture on Scotland-Malawi links as part of the University of Edinburgh's Africa and International Development Masters course.

March 2015:

- Co-hosted a new Climate Justice networking forum, bringing together organisations funded by the Scottish Government's Climate Justice Fund.
- Hosted SMP Governance Forum looking at 'cashgate' in Malawi, with briefings by the Director of the Cambridge Governance Labs.
- As part of Fair Trade Fortnight, hosted a special Fair Trade Lunch showing the Fair Trade Forum's latest film about Malawi tea and sugar growers, and at which Mr Charles Chavi (representative of Malawian small-holder sugar cane farmers) spoke. Mr Chavi raised the issue of the change in the EU sugar cane cap and, within a month, the SMP had a commitment from 4 of Scotland's 6 MEPs to represent this issue, and the topic was then debated in the European Parliament.
- Hosted SMP Youth Forum.
- Supported DFID Ebola briefing with the Secretary of State for Scotland and Baroness Northover.
- Supported a roundtable meeting with Secretary of State for Scotland and Baroness Northover launching DFID's new Disability Framework.
- Spoke at the Asia-Scotland Institute's 'Building Bridges' conference at the Royal Bank of Scotland, representing Scotland-Malawi links.
- Supported the visit of Monica Dzonzi, UNICEF Youth Ambassador to Malawi, back to Scotland as part of various events around International Women's Day.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2015

ACHIEVEMENT AND PERFORMANCE

Strategic priorities in 2014-15

Business, Investment, Trade and Tourism

The SMP launched its Business, Trade, Investment and Tourism (BITT) Members Forum, and had three very successful meetings in 2014-15, attended by 62 people. The SMP has built Scottish markets for Malawian exports, most notably Mzuzu coffee and Kilobero Rice, through significant marketing and engagement campaigns which have, for example, seen an 83% increase in Malawian coffee sales in Scotland. It has also supported investment into Malawi against Malawian priorities and helped develop Malawi tourism through strategic partnerships with, for example, Kenyan Airways, the Malawi Tourist Board, the Lake of Stars festival, and key tour operators in Malawi. Following Malawian priorities, it also commissioned a listening exercise by the University of Dundee exploring Scotland-Malawi collaboration in the extractive industries. The SMP continues to make a significant contribution to the sustainable economic development of Malawi.

Lobbying and Advocacy

In 2014-15 the SMP facilitated four meetings of the Scottish Parliament's Malawi Cross Party Group, attended by 114 people, and helped support the UK Parliament's All-Party Parliamentary Group on Malawi and Zambia. The Partnership also supported two debates in the Scottish Parliament, which had unanimous support for Scotland's links with Malawi, and facilitated various questions and debates in the House of Commons and the House of Lords, advancing the advocacy priorities of Members. The Partnership has been successful in maintaining strong, unambiguous cross party political support for its work and its members' activities, providing regular briefings and meetings with MSPs, MPs, Peers and Ministers. Through 2014 the SMP was active in the Scottish independence debate: while maintaining studiously neutral itself, it was able to represent members' interests, ensuring Scotland's links with Malawi were not lost from either the debate before the referendum or the Smith Commission afterwards.

Communications and Media

In 2014-15 there were 130 pieces in the Scottish media (TV, radio, print and online) about the links between Scotland and Malawi, 60 of which were led by, or featured, the SMP and all of which were positive. With its new Media and Communications Officer, the SMP is now able to commit significantly greater time and resource to supporting such coverage and engagement: it has also built its capacity through bespoke media training. On social media, the SMP saw a growth of 112% in Facebook likes and a 106% increase in Twitter followers, and created SMP accounts with LinkedIn and Instagram. Significant time was committed in 2014-15 to the development of the new SMP website which will be launched in July 2015.

Youth and Schools

The recruitment of the dedicated Youth and Schools Officer considerably increased the SMP's capacity to support youth engagements. Its new Youth Forum has helped drive forwards the Partnership's work in this area from a youth-led perspective. Five youth newsletters were sent out in 2014-15 to the SMP's youth members, giving information and advice to 172 subscribers - young Scots engaged in the civic links with Malawi. At the start of the year the SMP had a record Scotland-Malawi Youth Congress, with all 200 places selling out months in advance. A total of 23 new schools have joined the SMP in this year and the Partnership has delivered engagements in dozens of schools right across Scotland. In addition, the Partnership has helped broker five new school to school links with Malawi and the SMP's updated Practical Guide for School Partnerships has been downloaded more than 100 times.

Glasgow Commonwealth Games

The SMP was actively involved in the 2014 Glasgow Commonwealth Games, supporting Team Malawi and presenting a hugely positive image of Malawi to Scotland and the world. We did this by:

- Supporting the Queen's Baton Relay while in Malawi, which coincided with Burns Night, ensuring there was a strong Scottish focus.
- Supporting Team Malawi at their pre-games training base in Gloucestershire.
- Ensuring Team Malawi were the first nation to be welcomed into the athletes village and the first to have its flag-raising ceremony: a special privilege reserved for one of Scotland's closest friends
- Flying Monica Dzonzi (UNICEF's Malawi Youth Ambassador and long-time friend of Scotland) to Scotland to take part in events throughout the games.
- Ensuring Malawi was the first African nation involved in UNICEF's opening ceremony fund-raising drive.
- Hosting the Pop-Up "Malawi House" to support Team Malawi and promote Malawi as a tourist destination.
- Supporting Team Malawi to visit the David Livingstone Centre in Blantyre.
- Supporting various cultural and musical events celebrating Scotland-Malawi links.

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- Supporting the donation of new bikes to Team Malawi's cyclists when it became apparent their bikes were not suitable. With generous donations from the public, and the kind support from an independent cycling shop in Glasgow, yet more bikes and parts are being donated to equip Team Malawi for many years to come.
- Supporting media coverage around the Scotland-Malawi netball game on the 29th July.

The Secretary General, Malawi Olympic Committee said:

"The Malawi Olympic Committee would like to express its profound gratitude on your commitment and all the support you rendered to Team Malawi during the time it was in Scotland. You organized for the Team all the necessary programs to make the Team feel at home away from home. The connections you made between the Ministers, the Diaspora and the Team Malawi will live a long way in the lives of Team Malawi Delegation. We did not take all the support for granted; even during the matches we felt the presence and the warmth of the People of Scotland."

Malawi 50th Anniversary

In the two weeks in the run up to Malawi's 50th anniversary of independence, the SMP published online five serialised video interviews with Colin Cameron, talking about his involvement in the run up to Malawian independence. The, on the 6th July the SMP unveiled Scotland's 50th birthday card to Malawi: the "50 stories for 50 years" micro-website created by the SMP. Over the previous four months the SMP had been working with the 50 "special ambassadors" to create 50 x 50-second videos or 50-word stories on Scotland-Malawi links. At the same time, the SMP unveiled 50 Malawian flags flown across Scotland on prominent public buildings. That weekend, the SMP hosted the national celebrations to mark the 50th Anniversary of Independence in Malawi. More than 150 Malawians from across Scotland attended the celebrations which included the first ever performance of the Black Missionaries (Malawi's most successful band) in Scotland for the SMP.

Demonstrating the scale of Malawi links

In July 2014, to welcome Team Malawi to the Glasgow Commonwealth Games, the SMP published its latest study by the University of Edinburgh on "Valuing the Links Between Scotland and Malawi". This report found that:

- 94,000 Scots are actively involved with links to Malawi (an increase of 11% since 2010);
- 198,000 Malawians are actively involved in links to Scotland (an increase of 34% since 2010);
- 300,000 Scots benefit from Malawi links each year (an increase of 7% since 2010);
- 2 million Malawians benefit from links with Scotland each year (an increase of 31% since 2010);
- SMP members contribute more than £40 million of inputs to their Malawi links annually (an increase of 33% since 2010).

In October 2014 the SMP published a Public Awareness Study, which found that:

- there is four times greater awareness in Scotland of links with Malawi than with any other African country;
- over 46% of Scots personally know someone involved with a people-to-people link with Malawi
- 74% of Scots are in favour of links with Malawi and only 3% are against.

Impact

In 2014-15:

- 92% of members felt that membership of the SMP "helped strengthen, support and develop their links with Malawi".
- 78% of members said networking at SMP forums helped improve the effectiveness of their links.
- 75% of members said the sharing and learning at the SMP's forums had helped improve the effectiveness of their partnerships with Malawi.
- 65% of members said information offered at SMP forums helped improve the effectiveness of their links.
- 56% of members reflected on how their links can support economic development in Malawi, and 30% of these have changed their way of working as a result.
- 80% of members said the SMP's language classes were "excellent" or "very good."
- 46% of members said that, as a result of the SMP's activities, they had reflected on Malawian priorities and how they could work towards these priorities, and 17% said they had changed their working as a result.
- 94% of respondents rated the 2014 AGM overall as "excellent" or "very good";

"The network of partners in Scotland and in Malawi has been tremendously useful as our work in Malawi expands."
SMP Member

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FINANCIAL REVIEW

Reserves policy

It is the policy of the Scotland Malawi Partnership to distribute its net income in support of its objects. It is anticipated that any surplus funds at the close of the year would be distributed in the following year, while retaining sufficient accumulated funds to meet expenditure commitments for between two to four months. The need for such reserves cover is restricted to SMP operations only, since it is assumed that all other grant-funded projects would be terminated in the event of the charity being wound up and any unspent funds returned to the funder after deduction of expenses. As staffing and activity levels have increased from April 2014 levels of administrative expenditure would require balances of between £30,000 and £65,000 to be retained within reserves. The actual unrestricted reserves as at 31 March 2015 were £49,179, which is within the middle level of acceptable reserves.

Financial Review

The financial statements show net outgoing resources for the year ending 31 March 2015 of £36,238 and a cash balance at 31 March 2015 of £131,056.

Key transactions in the year were:

- Receipt of a Scottish Government grant of £231,542 for the administration of the Scotland Malawi Partnership. This was the first instalment of the total grant for the next three years.
- Receipt of a Scottish Government grant of £100,000 was received for the David Livingstone Bicentenary Scholarship Programme in Malawi. The full amount of the grant was included within Incoming Resources. £88,394 including bank charges was paid out to scholars in the year with a remaining balance of £11,606 as at 31 March 2015.
- Receipt of membership subscriptions of £9,094 and unrestricted donations of £3,003 including Gift Aid payments.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of The Scotland Malawi Partnership for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2015**

Approved by order of the board of trustees on 5 August 2015 and signed on its behalf by:

Kenneth Rankin Ross - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE SCOTLAND MALAWI PARTNERSHIP

I report on the accounts for the year ended 31 March 2015 set out on pages twelve to twenty one.

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. 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.

Ewen Dyer CA FCIE
Independent Examiner
Martin Aitken & Co Ltd
Chartered Accountants
Caledonia House
89 Seaward Street
Glasgow
G41 1HJ

5 August 2015

THE SCOTLAND MALAWI PARTNERSHIP

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2015

	Notes	Unrestricted fund £	Restricted MaSP £	Restricted SMP £	2015 Total funds £	2014 Total funds £
INCOMING RESOURCES						
Incoming resources from generated funds						
Voluntary income	2	10,596	-	333,923	344,519	11,474
Investment income	3	682	-	-	682	696
Incoming resources from charitable activities						
SMP funded costs		<u>560</u>	<u>-</u>	<u>-</u>	<u>560</u>	<u>422</u>
Total incoming resources		11,838	-	333,923	345,761	12,592
RESOURCES EXPENDED						
Charitable activities						
SMP grant funded costs	4	-	-	316,429	316,429	163,690
MaSP grant funded costs	10	-	58,736	-	58,736	93,659
SMP funded costs		1,503	-	-	1,503	-
Governance costs		<u>-</u>	<u>-</u>	<u>5,331</u>	<u>5,331</u>	<u>2,750</u>
Total resources expended		1,503	58,736	321,760	381,999	260,099
NET INCOMING/(OUTGOING) RESOURCES						
		10,335	(58,736)	12,163	(36,238)	(247,507)
RECONCILIATION OF FUNDS						
Total funds brought forward		38,844	65,325	44,908	149,077	396,584
TOTAL FUNDS CARRIED FORWARD		<u>49,179</u>	<u>6,589</u>	<u>57,071</u>	<u>112,839</u>	<u>149,077</u>

The notes form part of these financial statements

THE SCOTLAND MALAWI PARTNERSHIP

**BALANCE SHEET
AT 31 MARCH 2015**

	Notes	2015 £	2014 £
FIXED ASSETS			
Tangible assets	11	2,887	1,721
CURRENT ASSETS			
Debtors	12	141	67,167
Cash at bank and in hand		<u>131,056</u>	<u>88,944</u>
		131,197	156,111
CREDITORS			
Amounts falling due within one year	13	(21,245)	(8,755)
		<u>109,952</u>	<u>147,356</u>
NET CURRENT ASSETS			
		112,839	149,077
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>112,839</u>	<u>149,077</u>
NET ASSETS		<u>112,839</u>	<u>149,077</u>
FUNDS	15		
Unrestricted funds		49,179	38,844
Restricted funds:			
SMP		656	99
David Livingstone scholarships		56,415	44,809
MASP		<u>6,589</u>	<u>65,325</u>
		<u>63,660</u>	<u>110,233</u>
TOTAL FUNDS		<u>112,839</u>	<u>149,077</u>

The notes form part of these financial statements

THE SCOTLAND MALAWI PARTNERSHIP

BALANCE SHEET - CONTINUED AT 31 MARCH 2015

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2015.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2015 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 5 August 2015 and were signed on its behalf by:

Kenneth Rankin Ross -Trustee

THE SCOTLAND MALAWI PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2015

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Governance costs

Consists of the costs of the accounts preparation, costs relating to the Annual General Meeting and travel expenses for trustees to attend board meetings in compliance with the legal requirements of the charity.

Tangible fixed assets

Fixed assets costing £400 or more are capitalised at cost. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life as follows:

Office Equipment - 33% straight line

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

THE SCOTLAND MALAWI PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2015

2. VOLUNTARY INCOME

	2015	2014
	£	£
Donations	3,003	837
Grants	332,422	-
Membership subscriptions	9,094	10,637
	<u>344,519</u>	<u>11,474</u>

Grants received, included in the above, are as follows:

	2015	2014
	£	£
David Livingstone Scholarships	100,000	-
Scottish Government Grant	231,542	-
BEMIS Grant	880	-
	<u>332,422</u>	<u>-</u>

3. INVESTMENT INCOME

	2015	2014
	£	£
Deposit account interest	<u>682</u>	<u>696</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 5)	Grant funding of activities (See note 6)	Totals
	£	£	£
SMP grant funded costs	228,155	88,274	316,429
MaSP grant funded costs	6,036	52,700	58,736
SMP funded costs	1,503	-	1,503
	<u>235,694</u>	<u>140,974</u>	<u>376,668</u>

THE SCOTLAND MALAWI PARTNERSHIP

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2015**

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2015	2014
	£	£
Staff costs	155,573	67,552
Consultancy fees	1,800	-
Travel	9,668	7,181
Training	1,094	89
Office expenses	11,610	3,865
Rent	7,000	7,308
Depreciation	3,684	1,128
Communications and marketing	9,799	5,493
Website costs	15,934	3,897
Miscellaneous expenses	2,915	10,510
Activities	15,352	9,071
MaSP development	<u>1,265</u>	<u>5,264</u>
	<u>235,694</u>	<u>121,358</u>

6. GRANTS PAYABLE

	2015	2014
	£	£
SMP grant funded costs (Scholarship payments)	88,274	55,191
MaSP grant funded costs	<u>52,700</u>	<u>80,800</u>
	<u>140,974</u>	<u>135,991</u>

The total grants paid to institutions during the year were as follows:

	2015	2014
	£	£
MaSP funding transfers	<u>52,700</u>	<u>80,800</u>

The total grants paid to individuals during the year were as follows:

	2015	2014
	£	£
Livingstone scholarship grants	<u>88,274</u>	<u>55,191</u>

7. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2015	2014
	£	£
Depreciation - owned assets	<u>3,684</u>	<u>1,128</u>

THE SCOTLAND MALAWI PARTNERSHIP

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2015**

8. TRUSTEES' REMUNERATION AND BENEFITS

One trustee received consultancy fees of £544 (2014: £nil) for a public awareness study conducted by the trustee on behalf of the charity.

Trustees' expenses

Travel expenses amounting to £1,257 (2014: £254) were paid to 4 trustees for reimbursement of costs in order to attend Board meetings and represent the charity at events.

9. STAFF COSTS

	2015	2014
	£	£
Wages and salaries	139,111	60,129
Social security costs	11,100	5,963
Other pension costs	5,362	1,460
	<u>155,573</u>	<u>67,552</u>

The average monthly number of employees during the year was as follows:

2015	2014
<u>6</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

THE SCOTLAND MALAWI PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2015

10. MALAWI SCOTLAND PARTNERSHIP (MASP)

MaSP is a sister organisation to the Scotland Malawi Partnership (SMP). It is a separate legal entity, and is entirely Malawi-led with its own constitution, Board and Secretariat, based at Kamuzu College of Nursing in Lilongwe. Grant funding was provided from the Scottish Government to the Scotland Malawi Partnership for the development of MaSP. The Scotland Malawi Partnership is accountable to the Scottish Government for all funding allocated under the grant and for the delivery of the objectives and outcomes associated with the project.

These accounts include grant funded expenditure of £58,736 (2014: £93,568) incurred by the Scotland Malawi Partnership on behalf of MaSP comprising £6,036 (2014: £12,768) core costs incurred in the UK and £52,700 (2014: £80,800) funding transfers to MaSP in Malawi.

Detailed accounting for expenditure incurred in Malawi is a MaSP responsibility and does not form part of these accounts. The following table is provided purely for information and shows a breakdown of the expenditure incurred in Malawi during 2014/15 as reported by MaSP.

The expenditure is incurred and reported in Malawi Kwacha by MaSP.

An average exchange rate of 705 has been used to show the approx £ value of the expenditure.

	MK	Approx £
Staff costs	23,114,301	32,787
Office costs	4,852,670	6,883
Travel and subsistence	4,777,265	6,776
Other costs	2,300,527	3,263
Governance	3,300,000	4,681
Equipment	7,004,693	9,936
Project delivery	14,525,466	20,603
Total	59,874,924	84,929

At the year end, MaSP held MK2,929,130 (2014: MK23,149,598) in the local bank account (approx value of £4,534 at exchange rate 646) and a further £1,758 in the MaSP Foreign Currency Denominated Account. The SMP still holds funds of £6,589 on behalf of MaSP.

11. TANGIBLE FIXED ASSETS

	Office equipment £
COST	
At 1 April 2014	5,812
Additions	<u>4,850</u>
At 31 March 2015	<u>10,662</u>
DEPRECIATION	
At 1 April 2014	4,091
Charge for year	<u>3,684</u>
At 31 March 2015	<u>7,775</u>
NET BOOK VALUE	
At 31 March 2015	<u>2,887</u>
At 31 March 2014	<u>1,721</u>

THE SCOTLAND MALAWI PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2015

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015 £	2014 £
Trade debtors	-	1,863
Grants receivable	-	65,304
Other debtors	141	-
	<u>141</u>	<u>67,167</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015 £	2014 £
Trade creditors	10,053	-
Salaries	-	4,060
Social security and other taxes	3,902	1,559
Pension fund	1,221	257
Other creditors	4,149	1,859
Accruals and deferred income	1,920	1,020
	<u>21,245</u>	<u>8,755</u>

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted fund £	Restricted MaSP £	Restricted SMP £	Total 2015 funds £	Total 2014 funds £
Fixed assets	-	-	2,887	2,887	1,721
Current assets	49,179	6,589	75,429	131,197	156,111
Current liabilities	-	-	(21,245)	(21,245)	(8,755)
	<u>49,179</u>	<u>6,589</u>	<u>57,071</u>	<u>112,839</u>	<u>149,077</u>

15. MOVEMENT IN FUNDS

	At 1.4.14 £	Net movement in funds £	Transfers between funds £	At 31.3.15 £
Unrestricted funds				
Unrestricted funds	38,844	10,335	-	49,179
Restricted funds				
SMP	99	557	-	656
David Livingstone scholarships	44,809	11,606	-	56,415
MASP	65,325	(58,736)	-	6,589
	<u>110,233</u>	<u>(46,573)</u>	<u>-</u>	<u>63,660</u>
TOTAL FUNDS	<u>149,077</u>	<u>(36,238)</u>	<u>-</u>	<u>112,839</u>

THE SCOTLAND MALAWI PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2015

15. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Unrestricted funds	11,838	(1,503)	10,335
Restricted funds			
SMP	233,923	(233,366)	557
David Livingstone scholarships	100,000	(88,394)	11,606
MASP	-	(58,736)	(58,736)
	333,923	(380,496)	(46,573)
	<u>345,761</u>	<u>(381,999)</u>	<u>(36,238)</u>
TOTAL FUNDS	<u>345,761</u>	<u>(381,999)</u>	<u>(36,238)</u>

During the year, a grant of £65,304 (2014: £58,767) was received from the Scottish Government for the development of the Malawi Scotland Partnership (MaSP). This was the final instalment of a total grant of £192,473 due over three years. The full grant was recognised in the statement of financial position in the year of the award. The grant has been shown in the MaSP restricted fund and at the year end, £6,589 (2014: £65,325) was still to be utilised, £6,589 all of which is still held in the UK.

During the year, the charity received a grant of £231,542 from the Scottish Government. The grant offered was for one year only. The grant was restricted and at the year end, £656 was still to be utilised.

In 2013, the charity received a grant of £100,000 from the Scottish Government to fund the David Livingstone Bicentenary Scholarship Programme in Malawi, and during the current year a further £100,000 was received by the charity. During the year, £88,394 (2014: £55,191) including bank charges was expended, giving 50+ underprivileged Malawi students the opportunity to study at a Malawian further or higher education institution. At the year end, the remaining fund balance was £56,415 (2014: £44,809).

THE SCOTLAND MALAWI PARTNERSHIP

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2015

	Unrestricted funds £	Restricted funds £	2015 Total funds £	2014 Total funds £
INCOMING RESOURCES				
Voluntary income				
Donations	1,502	1,501	3,003	837
Grants	-	332,422	332,422	-
Membership subscriptions	9,094	-	9,094	10,637
	10,596	333,923	344,519	11,474
Investment income				
Deposit account interest	682	-	682	696
Incoming resources from charitable activities				
Language classes	560	-	560	422
Total incoming resources	11,838	333,923	345,761	12,592
RESOURCES EXPENDED				
Charitable activities				
Staff costs	-	139,111	139,111	60,129
Social security	-	11,100	11,100	5,963
Pensions	-	5,362	5,362	1,460
Consultancy fees	-	1,800	1,800	-
Travel	-	9,668	9,668	7,181
Training	-	1,094	1,094	89
Office expenses	-	11,610	11,610	3,865
Rent	-	7,000	7,000	7,308
Depreciation	-	3,684	3,684	1,128
Communications and marketing	-	9,799	9,799	5,493
Website costs	-	15,934	15,934	3,897
Miscellaneous expenses	95	2,820	2,915	10,510
Activities	143	15,209	15,352	9,071
MaSP development	1,265	-	1,265	5,264
MaSP funding transfers	-	52,700	52,700	80,800
Livingstone scholarship grants	-	88,274	88,274	55,191
	1,503	375,165	376,668	257,349
Governance costs				
Accountancy	-	2,100	2,100	1,020
AGM	-	1,974	1,974	1,476
Travel	-	1,257	1,257	254
	-	5,331	5,331	2,750
Total resources expended	1,503	380,496	381,999	260,099

This page does not form part of the statutory financial statements

THE SCOTLAND MALAWI PARTNERSHIP

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2015**

	Unrestricted funds £	Restricted funds £	2015 Total funds £	2014 Total funds £
Net expenditure	<u>10,335</u>	<u>(46,573)</u>	<u>(36,238)</u>	<u>(247,507)</u>