

STRAWBERRY HILL OVERSEAS AND COMMUNITY CONCERN

**Annual Report of the Trustees
For the year ending 31st December 2018**

Charity registration number 1120787

The Trustees present their report together with the accounts for the charity for the year ending 31st December 2018. This report has been prepared in accordance with the requirements of the Statement of Recommended Practice (FRS102) on 'Accounting and Reporting by Charities', and the Update Bulletin as have the accounts which have been drawn up on the accounting policies set out in Note 1 of the Financial Statements.

Trustees

Mrs Elizabeth Byrne Hill (Secretary)
Dr Kevin Cook (Chair)
Mrs Valerie Cunningham
Dr Caroline Healy
Mr Michael Murnane
Ms Sally-Ann Richards
Mr Julian Smyth

Principal Office

St Mary's University, Strawberry Hill, TWICKENHAM. Middlesex. TW1 4SX
020 8240 4000
<https://www.stmarys.ac.uk/strawberry-hill-overseas-community-concern/shocc.aspx>

Bankers

Lloyds Bank plc, PO BOX 1000, BX1 1LT

Charitable Objects

Within the overall object of ***the relief of disadvantage in the UK and overseas*** as set out in the Strawberry Hill Overseas and Community Concern Trust Deed our agreed o are:

- To advance the education of pupils in schools overseas by providing and assisting in the provision of facilities for education
- To advance the Roman Catholic faith for the benefit of the public in accordance with the statements of belief of the Roman Catholic doctrine
- To develop the capacity and skills of members of socially disadvantaged communities in the UK and overseas so that they may be better able to identify and help meet their needs and to participate more fully in society
- To promote and protect the physical and mental health of HIV/AIDS sufferers through the provision of financial assistance, support, education and practical advice.

Background and approach

Strawberry Hill Overseas and Community Concern (S.H.O.C.C.) is a UK charity working with disadvantaged people in many parts of the world. The charity was founded in September 2007, replacing its predecessor Strawberry Hill Overseas Concern (SHOC). Strawberry Hill Overseas Concern (S.H.O.C) was founded in 1971 by a group of staff who wished to explore the idea of establishing a link with educational institutions in the Global South. Several staff had experience of teaching overseas and they were aware both of the educational and personal needs of individuals and communities overseas and of the potential of such links to St Mary's. Together they wished to devise ways of bringing the needs of the Global South to the attention of the university community. Within a year, SHOC had become a recognised feature of college life.

In 2007, the name of the charity was changed to reflect its local, national and international dimensions. Whilst not giving up its overseas work, the new charity sought to bring together the many aspects of voluntary work of a more local nature being carried out by the university. Charitable status was obtained.

S.H.O.C. was always very much a shared staff-student experience and the new charity has attempted to continue this tradition. For some this means working as a volunteer locally or overseas; for others it has involved corresponding with students or helping with fund raising initiatives. A strong, positive feature of SHOC and SHOCC is that they both involve present and past members of the college community.

S.H.O.C.C. concentrates on three main areas of activity. These are Projects, Fund-raising and Publicity. Projects that might receive financial support are submitted for consideration to the Trustees. Projects need to have a link with the university such as through a member of staff, student or alumni and there should be some benefit to the charity and the institution. Trustees seek funds to meet these needs and are responsible for making bids to funding bodies and seeking financial support from individuals. They encourage staff and students to raise funds through a range of activities both within and outside the institution. Trustees are also responsible for placing the work and success of the charity in the public domain. They do this through a regular newsletter, maintaining the charity web site and by using social media such as Facebook and other means. The charity has a web site managed by the university.

While S.H.O.C.C. often provides the main funding contributions, our projects typically feature contributions from the beneficiary communities themselves.

Since 1971 several hundred staff and students have committed themselves to a period of work overseas or have worked on a voluntary basis with local disadvantaged groups. Whilst it is difficult to be precise about the amounts of funding raised, it is estimated that staff and students, both past and present, have, since 1971, been linked to over 125 projects and have raised over half a million pounds.

Achievements and performance

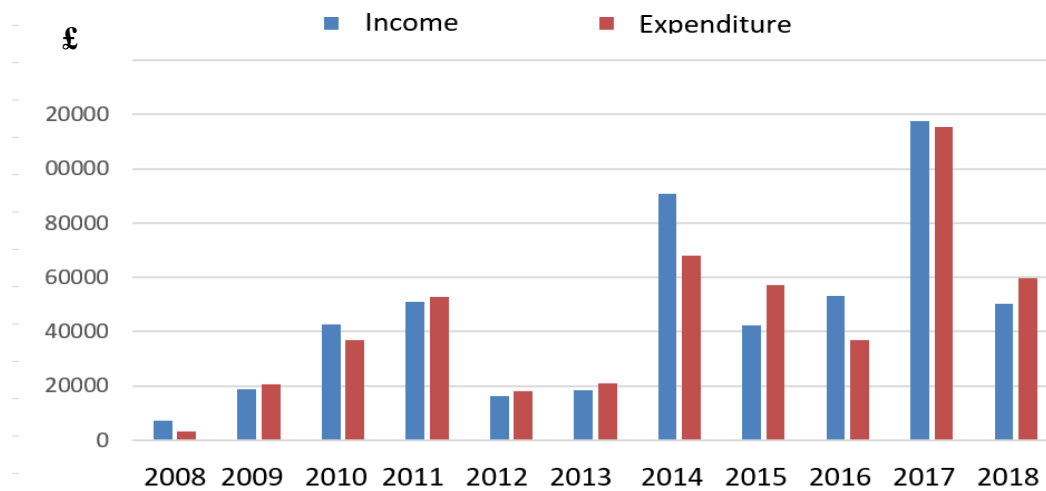
During the period covered by this Report, SHOCC provided £59,825 to support the work of 14 partners and projects both in the Global South and nearer to home in the Twickenham and Kingston area. As in past years, costs were kept to the minimum and only 99.9% of our income went directly to projects.

The total funds received during the year declined from the previous year and amounted to £50,183 (see Figure 1 below). Most of this was what the Charity Commission terms 'restricted funds' in that they were donated for specific projects such as the £18,040 donated by 40 families in Northamptonshire for pupils at Outspan primary and secondary schools in Uganda. £17,471 was sent to our long-standing partnership with Proyecto Vida in Guatemala to enable project director and alumni Sr Dee Smith to sink a borehole to provide a reliable clean source of water. £5,104 was provided to continue the development of a new school at Kisasi in central Tanzania. Unrestricted donations were used to provide funding to establish greenhouses at St Jude's school at Mto Wa Mbu in Tanzania. We began a link with Twickenham NGO React (£1,753). We also helped an undergraduate with his fund raising for his participation in the World Youth day in South America (£500). A list of projects funded is provided below (see Table 1).

Table 1. Projects funded in 2018 with sources and uses made of funding

Project	Amount provided	Where the funding came from	What our funding achieved
Outspan Schools Uganda	£18,040	Northamptonshire parents and SHOCC general funds	Education of 40 primary and secondary pupils.
Proyecto Vida hospice Guatemala	£17,472	Regular donors through our Just Giving site	Borehole to provide clean water for hospice use and for irrigation on the eco-farm
Last Mile primary School Itumba Tanzania	£6,868	Anonymous donor	Completing construction of classroom and office at Itumba primary school
Kisaki secondary school Tanzania	£5,104	Shepperton charity walk and anonymous donors	Construction of water tower on school site
St Jude's primary School Mto Wa Mbu Tanzania	£3,619	Donations made through our Just Giving site	Food for disabled children, additional greenhouse at school and pupil toilets
React Twickenham	£1,753	Individual donations via our Just giving site	Equipment for terminally ill children
Orkilili School Tanzania	£1,007	Lent collections at St Mary's University chapel	Food for school lunches during drought
Christ the King infant school South Sudan	£1,000	Leatherhead Catholic Church parishioners	Towards costs of constructing first classroom at new school
Undergraduate student bursary	£1,000	Donations made through our Just Giving site	Towards costs of major operation in Australia
Molly's Smile	£853	Regular donors through our Just Giving site	Final donations towards Assistive Technology suite at St Mary's University
St Paul's Primary school Marigat, Kenya	£635	Regular donors through our Just Giving site	School fees for two orphan pupils at school
Refugees Welcome in Richmond	£488	Donations made through our Just Giving site	Provision of facilities for single family home
Undergraduate student bursary	£400	Donations made through our Just Giving site	To wards costs of attendance at World Youth Congress in South America
Rousseau secondary girls' school Domimnica	£145	Donations made through our Just Giving site	Classroom reconstruction following hurricane

Figure 1 Income and Expenditure 2008-2018



Our income came from a variety of sources with individual donations totalling £9,037 and down from our best year in 2017. Our Just Giving site raised £36,701, up by £10,000 on last year and attracted Gift Aid. We received £750 from Trusts. The Lent jam jar collection and sponsored walk raised over £1,500 and Give as you Earn a further £838. HMRC provided us with a further £1,632 in tax refunds. Smaller amounts were received from collecting tins sited in the university refectories (£171).

Some of the projects we supported in 2018

Outspan Schools Uganda



A pupil contributes to a lesson in English at Outspan primary School

Founded in 1995 by scout leaders, Dismas Otoori and Tom Ngobi, Outspan has grown to a 500 pupil nursery and primary school located in the shanty town of Bwaise in the suburbs of Kampala, Uganda. SHOCC became the project's UK official charity in 2011 and acts as a conduit for the £350 per year donated by over 40 parents, schools, scout groups and

well-wishers living in Northamptonshire. Over £70,000 has been raised for the school enabling it to construct new classrooms and improved facilities. In 2018 SHOCC contributed to the

purchase of a small piece of land next to the school that is now available for games. A linked 200-pupil secondary school, Outspan College, located at Kayunga, some 70 miles north of Kampala, enables pupils to continue their education after primary. SHOCC is delighted to be able to continue supporting these excellent schools.

Santa Maria Hospice Guatemala



**HIV+ patients, supervised by staff,
exercise in the new SHOCC-funded
hydro-therapy pool**

Maryknoll Sister Delia Smith (St Mary's University 1972-1975) continues to develop the SHOCC funded 5-acre eco-farm at the Santa Maria hospice. Following the drilling of a SHOCC funded borehole that is providing an excellent, reliable water supply, the farm has been completely reorganised and developed with 360 local chickens producing eggs for sale. At the time of writing this report (July 2019), there are plans to expand this highly profitable enterprise to a 1000 chicken unit. A wide range of vegetables and fruit is being grown for hospice use with the excess being sold in local markets. The conversion of coffee waste into compost and liquid fertiliser through a large

vermiculture unit continues as does the honey production from the 50 or so hives. For more information on this project visit Sr Dee's new web site at: <https://ecogranjasantamaria.com/>

SHOCC Chair of Trustees visited in the summer and saw the joy on the faces of HIV+ patients when they were taken to the local swimming baths for a day out. He suggested to Sister Dee that having its own hydro-therapy pool might improve the experience even more for the Santa Maria patients. Thanks to an anonymous donation, a pool was purchased in October 2018 and is now in full use.

REACT Kew

Occasionally SHOCC receives funding requests from local charities working with the disadvantaged. One such is REACT based in Kew. We received a request to provide funding for equipment for terminally ill children and were delighted to be able to send £1,753 to

purchase a lycra suit for a five-year-old girl living with athetoid cerebral palsy and a specialist mattress for an eleven-year-old boy living with quadriplegia, epilepsy and unexplained developmental regression. In return REACT is providing opportunities for St Mary's University students to carry out placements at the charity. We are delighted to have established this link with a wonderful local charity.

St Jude's School Mto Wa Mbu Tanzania



The completed Little Way Association classroom now in full use with 40 pupils

The expansion of educational provision at St Jude's is an exciting project that we have agreed to help. Thanks to the Cleveland scouts, the school now has two superb new primary classrooms and the Little Way Association has

provided a third. Our target is to raise around £50,000 over the next few years to provide further classrooms, a library and perhaps even dormitories. This part of Maasailand is fairly well served with nursery schools, thanks to Caritas Germany and other international donors, but there are major gaps in primary provision. Fr Peter Kway, the Parish Priest, is keen to close these gaps but needs help. If any alumni are visiting the area, do pop in to meet the Parish Priest, Fr Peter Kway. The parish is just off the main road through Mto Wa Mbu on the way to the Game Parks of Serengeti and Ngorongoro.

At the time of writing (July 2019), SHOCC has raised funds sufficient to enable work on the classroom foundations to be started. We hope that the remaining funds will arrive in time for the new classroom to be completed. The deadline is January 2000.

Orkilili Secondary School Tanzania



Orkolili Secondary school is a delight. This school has grown from a barren patch of dry scrubland to host a most interesting and innovative secondary school. Mama Mcha, the founder, dreamed of offering education to the very poor. She

includes young people who have often reached 17 or 18 without receiving any secondary education and she welcomes un-qualified entrants from the local Maasai peoples.

The academic success of this school has been outstanding, particularly given that there are no entry requirements. Mama Mcha's new initiatives recognise that, in order to gain employment after school, some pupils will need technical skills from catering to tailoring and from brick-laying to car maintenance. SHOCC has provided the funding for an Impressive set of workshops with fine iron-work doors and beautiful window protectors – all made by the pupils. SHOCC is delighted and privileged to be part of this splendid enterprise. We plan to continue supporting the new developments.

St Marie Eugenie Girls' School at Chekereni, Tanzania



The main entrance to the SHOCC funded St Marie Eugenie Girls' secondary School, Moshi Tanzania

The school at Chekereni began about the same time as Orkolili. Both schools are independent and, while they are fully inspected and appraised by the Department of Education, neither receives help from the government. Beyond that there are few similarities.

St Marie Eugenie was founded by the Sisters of the Assumption as a Catholic secondary school to give girls opportunities more often afforded to their brothers. It is highly academic and,

very successfully, puts emphasis on aiming for the best exam results in the region. SHOCC has been involved since the first acquisition of land, through the official opening in 2011 and the opening of a sixth form three years ago.

Trustees Dr Kevin Cook and Elizabeth Byrne Hill accompanied by supporter Valerie Booth, visited the school in October this year and were astounded by the developments since a previous visit eighteen months earlier. Saplings have grown into fine trees and the new science labs were in use for a mock exam. The generous shower and toilet blocks attached to each dormitory, funded by a grant that SHOCC is proud to have raised, replace the use of unbelievably limited facilities and a scary run across the compound in the dark. Indeed, the compound is no longer quite so dark as SHOCC funded solar panels provide 24 campus wide lighting.

Kisaki Girls' Secondary School Singida Tanzania

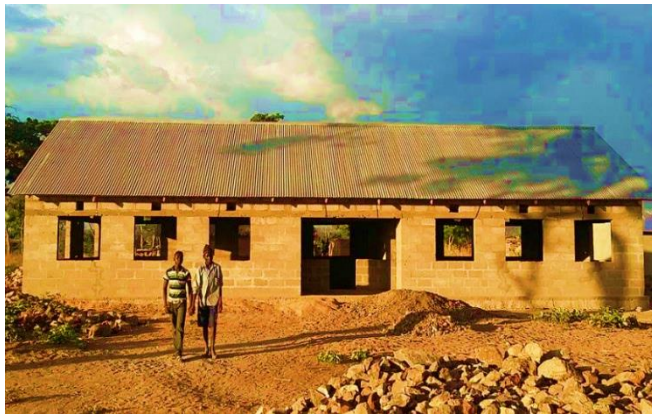


Project manager, Assumption Sister Schola, inspects the pipe that will take water from the SHOCC funded borehole to the central water tower

When Trustees Kevin Cook and Elizabeth Byrne Hill and supporter Valerie Booth visited in October 2018, a pipeline had been laid from the SHOCC funded borehole to a newly constructed water tank.

Once funding becomes available, classrooms will rise from what Elizabeth has referred to as *“a featureless site of sand, rock and blackened scrub; no trees, no water, no electricity... and no people”*. The Sisters of the Assumption Girls' school at Chekereni near Moshi was just a field in 2006. It is now a splendid school with over 400 pupils including a thriving sixth form. We have similar great hopes for Kisaki.

Itumba Hill Primary School Tanzania



Workmen in front of the newly roofed classrooms and office block at Itumba Hill Primary School, Tanzania. SHOCC has provided funding to enable this excellent project to be completed.

SHOCC has supported Grassroots Tanzania since it decided to build a village school at Itumba Hill in Tanzania in 2013 and we are delighted with the progress achieved with the new Primary school. The village is home to over 400 youngsters of school age and is located in one of the most remote regions of Tanzania.

The villagers have tried to raise the money to build the minimum two classrooms but attempts always failed to meet strict government regulations. Itumba is a part of the country that is 'off grid' with no basic amenities like electricity or running water and boys from the age of 12 herd cattle and the girls are married. Grassroots Tanzania decided to help and the completion and opening of the school with its excellent classrooms is a wonderful achievement.

Other developments

The Catenian volunteering bursaries

In 2018 we received news that the Catholic lay organisation the Catenians had kindly offered to provide £2,000 each year to enable a St Mary's University student to work as a volunteer at a SHOCC project overseas. We have discussed this with Mama Mcha, headmistress of our project school at Orkilili, Tanzania and she has kindly agreed to take our volunteer. We have found excellent, secure accommodation nearby and will be selecting suitable candidates in early 2019.

At the time of writing (July 2019) an excellent candidate has been selected and will spend six weeks at Orkilili in July-August 2019.

Plans for the future

The main objectives set for the year 2019 are:

- To continue to support financially and spiritually our Global South projects such as those at Chekereni, Orkilili, Mto wa Mbu and Kisiwa in Tanzania, Marigat in Kenya, Outspan in Uganda and Proyecto Vida Guatemala.
- To seek to widen our links with local charities and provide funding to meet their needs especially where they have a strong connection to the university.
- To continue to expand our donor base through Give as you Earn, Charities Aid and our Just Giving web sites and to investigate the opportunities for obtaining funding from a wider range of Trust Funds.
- To continue to raise funds through sponsored events in and around the University.
- To raise an income for the year of £75,000 from a diverse funding base. A breakdown of targets for each of our projects for the year is given below:

Projects with funding targets

- Outspan school Kampala Uganda £20,000
- St Jude Thaddeus school Mto Wa Mbu Tanzania £10,000
- Kisiwa school staff house Tanzania £30,000
- Orkilili school farm project £8,000
- Catenian volunteering project £2,000
- Local area projects £5,000

Structure, governance and management

SHOCC was founded in September 2007 and has been governed as a Charity since that date. It replaced the existing charity, Strawberry Hill Overseas Concern (SHOC) founded in 1971. It took the opportunity when becoming a charity to widen its remit to take in local as well as international projects but its mission remains essentially the same.

Trustees

Trustees are selected by the existing Trustees in accordance with our Trust Deed and according to the skills and experience required for the charity to function well. New Trustees are inducted into their roles under the guidance of the existing Trustees and with the help of the relevant publications of the Charity Commission. As well as becoming familiar with the

charity's objectives, values and ways of working, Trustees are encouraged to visit projects whenever possible to see at first hand the work of the charity.

During the year to 31st December 2018, SHOCC had seven trustees. In 2016 we accepted ex-Trustee David Leen's kind offer to act as financial advisor to the charity, to validate our annual accounts and provide advice when required. We welcomed university member of staff, Julian Smyth as a new Trustee. We continue to be grateful to the university's Assistant Chaplain, Caroline Stanton, who provided us with considerable support in many ways.

The Trustees hold regular meetings to review the work of the charity, to agree forward plans and budgets and to determine other matters of general policy. There is frequent contact among the Trustees and between Trustees and staff outside these meetings. The charity has a large supporter base made up of representatives from areas of the university. These supporters are invited to attend some of our meetings.

The work of the charity is managed under the headings of Project Finance, Fundraising and Publicity. Individual Trustees take a leading role in relation to each of these areas and additional inputs are provided by supporters.

The operation of the charity

Strawberry Hill Overseas and Community Concern (SHOCC) currently does not make use of office space and has no overheads of this kind. Its day to day management is in the hands of the Chair of Trustees. Its meetings are usually held in the Chaplaincy at the University.

Trustees and the supporter group, operating from the university, make a wide range of valuable contributions, such as organising sales and events such as a Rag Week to raise funds. Regular donations are received from annual events such as the university carol singing in London, from chapel collections, from sponsored events and from individual donations through Give as you Earn or to the charity's Just Giving sites on the web. Contributions to the charity's work are also received from past students.

Public benefit

In exercising their powers and duties, the Trustees have due regard for the guidance on public benefit published by the Charity Commission. The charity's activities, therefore, give rise to identifiable public benefits, both in the UK and overseas.

Strawberry Hill Overseas and Community Concern's focus is on the disadvantaged in its local community and overseas. For them, the benefits are clear. Providing sums of money for classroom construction or for the building of an HIV/AIDS hospice can be the starting point for wider development. Wherever possible, we encourage the local community to help meet the costs of projects as this gives them ownership and helps to make the projects sustainable. Their contribution often takes the form of providing the labour required to carry out construction work. Our funds can never meet all the costs of a school and input from the local community during and after construction is essential. As an example, we required Muthetheni Girls' School to provide 10% of the overall costs of the laboratory project and they did so. This has given them 'ownership' of the project.

Risk management

As a grant-awarding charity, the main area of risk is the extent of our commitments in relation to the funding of our projects. The charity seeks to limit commitments to a level which can be met out of funds available to it. Funds cannot be provided unless they are available and projects are made aware of the time it may take to meet a commitment in full given that SHOCC is a relatively small charity.

All projects must have a distinct and recognizable link with the university and funding is not provided for applications that do not meet this criterion. For large projects such as that at Kisaki, a local project manager is appointed and a legal contract negotiated between SHOCC, the project and the contractor. Three quotations are required for projects of this size and a separate bank account is mandatory. SHOCC agrees a timetable for the work and regular tranches of funding are only delivered on the successful completion of stages of the work. A proportion of the funding (usually 5%) is retained and is only paid to the contractor six months after the completion of the project subject to it being signed off at this time.

In assessing individual projects, the Trustees consider the following aspects of each proposal for funding:

- The significance and importance of the project in relation to the aims of SHOCC and the mission and values of St Mary's University,
- Some form of link with the University, its staff, students and alumni,
- The need for and benefit/impact of the project on the community in which the project is based,
- The viability/sustainability of the project in the medium/longer term i.e. will it require future investment or will it be self-sustaining,
- The likelihood of the project proceeding to completion and achieving its aims,
- The value for money of the project taking into account the funds that are being requested in light of the potential benefit/impact of the project and the likelihood of accessing related/other funding if required.

Project applications are submitted using a standard format that requires applicants to provide information under the following headings:

- Name, address, and contact details
- Project title
- Links with the University
- Detailed costs
- Other support/funding
- Referees

The risks inherent in each project are assessed. In particular, the following aspects are considered:

- The capability of the partner organisation to carry out the project and the effectiveness of its operations;
- The commitment of the beneficiary community to the project;
- The technical soundness of the proposed works and their sustainability after completion;
- The validity of the budgeted costs and the timescale proposed for the project.

The Trustees keep the organisation of the charity under review and seek to ensure that it is adequately structured and resourced to meet the needs of its operations.

Financial review

The annual accounts show a total income for the financial year ending 31st December 2018 of £50,183 (2016 £120,957). The total expenditure by the charity on its project programmes was £59,825 (2016 £115,470). The charity had no project support, fundraising or governance costs. The majority of this expenditure went to school building projects in Kenya and Tanzania and to providing school fees for children at a school in Uganda. A small amount was provided for local Twickenham needs. Details of some of these projects are provided above.

The financial performance of the charity is monitored against agreed budgets, with the trustees receiving regular statements of Income, expenditure and reserves held.

The level of reserves is kept under regular review. The Trustees have agreed to keep this figure as low as possible as the charity has no overheads, wishing to distribute its income to projects as quickly as possible. Nevertheless, on no account can the charity be allowed to manage a negative overall budget and projects are only supported when funds are available.

Reference is made in the financial statement to those funds received for specific projects (restricted funds). These are held for the purposes agreed with the donors and are expended to the relevant programmes. In the accounts for 2018 restricted funds accounted for 88% of total income; a decrease from the 92% in 2017. Cash reserves at 31st December 2018 were £21,769 (2017 £31,411)

I declare, in my capacity as a Trustee, that the Trustees have approved this Report and have authorised me to sign it on their behalf.

Signed	<i>Kevin L Cook</i>	Full name	DR KEVIN LAURENCE COOK
Position	Trustee	Date	25 th October 2019