

# Trustees' Annual Report for the year ended 31 March 2018

## TIBETAN EDUCATION AND RELIEF ASSOCIATION

Charity Number: 802974

Principle address of the charity: Over Dumfelling, Eskdalemuir, Dumfriesshire, Scotland, DG13 0QW

### 1. The charity is an association governed by the constitution approved by the Charity Commission in 2015.

Members of the Executive Committee are - Dr Chrissie Coburn-Krzowska (Chair/Director), Mr Lhakpa Shrestha (Executive Member), Mr David Scholes (Newsletter Editor), Mr Mark Jennings (Sponsorship Secretary), Ms Carole Dyer (Executive Member), Mrs Cath Baxter (Fundraising Assistant), Ms Lynn Drinkwater (Secretary), Ms Johanna Widdowson (Treasurer)

Trustee election method: elected by the Executive Committee

### 2. Charity Objects

The Charity's objects are the education and relief of poverty of Tibetans and their neighbouring communities.

3. Summary of the main activities of the charity for public benefit in relation to the objects in 2. above, during the financial year 2017-2018:

#### Fundraising

Income this year was £14,116; therefore a decrease of £7058 (exactly 33%) since our last accounting period. However, there were two exceptional forms of income last year – eBay at Checkout (which raised £3087), and a £3000 grant from the Peter Storrs Trust – so, adjusting the income to allow for those, the average income for the past three years (including this one) is £15,000. In the present financial climate, this is quite an achievement!

a. Further development of online fundraising methods to increase online presence and make donating easier: **Just Giving** Campaign page (entered into Christmas Competition) which gives our supporters the option to use Apple Pay; the **Facebook profile 'Donate'** button, via which supporters can donate to charity by using Facebook's own secure donation system (they can also set up their own fundraising page to share with their network of friends); **Printer Cartridge Recycling** through the website of the same name; CD, DVD, book and tech recycling via **Music Magpie**; the '**TERA Cookbook**' - a collection of recipes by our very own Mr David Scholes; **Humble Bundle** (e-books and software site which donates to charity); and last but not least, the **Don't Send Me a Card** e-card service!

b. Nutri Advanced very kindly donated approx. 600 tubs of Omega-3 supplements for us to use for fundraising. The total donated so far is ££1173.75 (including Gift Aid).

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c. Large donations: £500 from anonymous! £376.98 via Leftover Currency, also anonymous! £500 from Foreign Language Services; and £1000 from Chrissie Coburn-Krzowska (T.E.R.A. Chairperson).

d. An expert SEO Consultant is kindly sponsoring 3 years' site-hosting fees for our new website, and 3 years' domain name registration costs for [tera-charity.ngo](http://tera-charity.ngo); he is also providing invaluable advice for our new operations online.

e. Grants awarded to T.E.R.A. - £1000 from the O'Hea Charitable Trust

f. Continuation of non-IT fundraising through personal contacts and associates known to the Executive Committee.

#### **4. Summary of the main achievements of the charity during the financial year 2017-2018**

a. T.E.R.A. sponsored the education of fifteen children of mixed ages in Nepal (increased from thirteen last year), and paid for a representative to oversee their welfare. Ritu Shrestha – wife of our Nepal Representative, Lhakpa Shrestha – continues to generously provide free after-school tuition for TERA's sponsored children in Nepal.

b. T.E.R.A. continued to sponsor the health and welfare of seventy nomadic Drokpa families in Tibet, and the education of their children.

c. T.E.R.A. continued to sponsor the health and welfare of impoverished individuals (mixed ages) in northern India. **Spring 2017:** Chrissie and David visited India to see how our project is progressing. Due to variables beyond our control (e.g. families removing their child/ren from school due to poverty), it was decided that sponsorship of individual families – rather than children, exclusively – is a much better use of T.E.R.A. funds. The Indian Government is now providing free school uniforms to children, which is excellent news as it will allow us to reallocate funds to other pressing needs. We have officially engaged an assistant (Kulbhushan) to help Lama Thapchok, our Representative in India. Kulbhushan – previously sponsored by T.E.R.A. for many years - is of great use in providing a real link to the families we are sponsoring,

d. T.E.R.A. completed the transfer of its new .ngo domain name – [www.tera-charity.ngo](http://www.tera-charity.ngo) – to Eco Hosting, which will host our website. The new .ngo site will eventually replace our present [tera-charity.org](http://tera-charity.org) site.

#### **5. T.E.R.A.'s reserves policy**

To hold a reserve equal to at least 2 years' charitable operating expenditure'(preferably in a term-deposit account, to make best use of the funds), and an operating/action fund of approx. £10,000. Based on an average from the previous 4 years, 1 year's charitable operating expenditure is approx. £13-14,000 p.a. As the base rate increase in November 2017 was not reflected in the interest rate of the Term Deposit account we were using for our Reserves, we closed the account upon maturity and we are temporarily holding the balance (£30,784) in an instant-access (ethical) Treasurers' Deposit Account with a modest interest rate (total balance £46,984) until rates increase. This means we can make the best use of our Reserves without

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locking the money into another Term Deposit and losing out when the base rate increases again. We also have approx. £8593 (total) in our Lloyds Treasurer's Account and Current Account.

#### **6. Risk Policy**

T.E.R.A.'s major sources of income are long-standing sponsors who pay by monthly standing order, KenKon (Integral Life & Training Centre, managed by T.E.R.A.'s Representative in the Netherlands), and a few business sponsors. These sources continue to be stable and reliable, but we are still aware of the possibility that income may decrease considerably from at least one source, e.g. a reduction in the number of regular sponsors. Therefore, our Risk Policy operates in conjunction with our Reserves Policy, so that if there is a sudden and/or large decrease in net income (not including exceptional one-off large donations) – say 25% or more over a 6- to 12-month period – we will arrange an Executive Meeting to discuss how this may affect Sponsorship. (Conversely, if there is a sudden *increase* in net income, an Executive Committee meeting will be arranged.)

Our finances at the moment indicate that T.E.R.A. is a 'going concern' (to use the Charity Commission's terminology), is not at risk of insolvency (as it has no liabilities), and its reserves plus operating funds are sufficient for the charity's immediate needs and those of the next two years (as far as we know).

#### **7. Financial Statement (Annual Accounts)**

The accounts (financial statements) have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), effective from January 1st 2015.

Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

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The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

Signature:

Johanna Widdowson, Treasurer  
18<sup>th</sup> April, 2018