



## Capstone Projects Trustees Report 2007 - 08

### Charity Number

SC034287

### Principal Office

7 North Burnside Street  
Carnoustie  
DD7 7PT  
01382 509586

### Trustees Names

Vince Guz ( Resigned 10 Jan 08 )  
Jane Guz ( Resigned 10 Jan 08 )  
Joseph White ( Resigned 10 Jan 08 )  
Eileen Brady ( Resigned 10 Jan 08 )  
Norman Forrest  
Derek Marshall  
Bill Pitt  
Duncan Chisholm ( Appointed 10 Jan 08 )  
Kenny Martin ( Appointed 10 Jan 08 )  
Brian Young ( Appointed 10 Jan 08 )  
Alec Macaulay ( Appointed 10 Jan 08 )

### Governing Deed

The governing document is the Memorandum and Articles of Association.  
The Charity is constituted as a company limited by guarantee.

### Recruitment and Appointment of Trustees

As the Charity expands other trustees will be identified and asked to join the Board as appropriate to the needs of the Charity. This will be with the unanimous approval of the Board.

## Purposes

Our principal purposes, as recorded in our Articles, are to : -

1. Advance the Christian faith
2. Advance education in accordance with Christian principles
3. Relieve the needs and promote the welfare of persons in Uganda, Romania and elsewhere in the world who are in conditions of need or hardship or who are aged or sick and to relieve the distress caused thereby.
4. Promote the benefit of young people, the aged and disabled,

## Main Activities

Currently makes grants to organisations and individuals in need in Uganda and Romania.

These include the following : -

1. Purchase, Refurbishing and Equipping of Medical Dispensary in Lugazi, Uganda.
2. Capital & revenue support for Medical Dispensary in Lugazi, Uganda.
3. Capital & revenue Support of Street Children Project in Lugazi, Uganda.
4. Capital Support for Skills Training Centre.
5. Financial Support for individuals in need in Uganda.
6. Humanitarian team visits to Uganda and Romania to assist with projects.

## Financial Overview

After a turnover of £67,738 and administrative costs of £70,965, the retained deficit for 2007-08 is (£3,227). There are currently no fixed assets. Taking into account current assets, including cash at the bank and in hand, debtors and creditors the total amount of net assets is £4,225. This is the figure of the capital and reserves which is the Shareholders' funds. For more details accounts are available from Capstone Projects. ( For address of auditor, see below).

## Trustees Responsibilities

Law applicable to Scottish charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its position at the end of the year. The Trustees are responsible for keeping proper accounting records which show with reasonable accuracy at any time the financial position of the Charity and which enable them to ensure that the financial statements comply with the 1990 Act and the 1992 accounting regulations. The Trustees are also responsible for safeguarding the assets of the Charity and taking reasonable steps to prevent and detect fraud and other irregularities.

## Risk Management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems are in place to mitigate exposure to major risk.

## Related Bodies

Coffee Exchange Limited, 15 Balunie Drive, Dundee DD4 8PS

Approved by the Trustees and signed on their behalf by :

D Marshall ( Company Secretary )

## Legal and administrative information

### Trustees

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Jane Guz ( Resigned 10 Jan 08 )  
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### Principal Office

7 North Burnside Street  
Carnoustie  
Angus  
DD7 7PT

### Auditor

John Geddes,  
10 The Courtyard  
Cults  
Aberdeen AB15 9SD

### Bankers

Royal Bank of Scotland  
University Branch  
Balfour Street  
Dundee DD1 4HB

### Solicitors

William Campbell  
Baillies Solicitors & Estate Agents  
37 Union Street  
Dundee DD1BS