

# **Bangladeshi Parents Association in Newham**

**Charity Registration No. 1124865**

**Financial Statement for the Year Ended  
31<sup>st</sup> December 2020**

**BANGLADESHI PARENTS ASSOCIATION IN NEWHAM****LEGAL & ADMINISTRATIVE INFORMATION**

**Name of Charity:** Bangladeshi Parents Association in Newham

**Registered Address:** Harold Road Centre  
170 Harold Road  
Plaistow  
London E13 0SE

**Tel:** 0203 686 8186

**Email:** bangladeshiparents@gmail.com

**Charity Registration No.** 1124865

**Management Committee**

**For the Accounting Period:** Emran Chowdhury (Chairperson)  
Mutahir Choudhury (Treasurer)  
Abdul Kayum (General Secretary)  
Anwara Bibi (Committee Member)

**Contact Person**

**For the Accounts:** Emran Chowdhury, Chairperson

**Independent Examiner:**

Rahman Consultancy Limited  
(Management Consultancy, Training & Accounting Services)  
64, Mortlake Road  
Ilford  
Essex IG1 2SX

**Banker:**

Barclays Bank Plc.  
The Newham Group Branch  
737 Barking Road  
Plaistow  
London E13 9PL

## **Bangladeshi Parents Association in Newham: Report of the Management Committee**

### **Background, Objectives and Activities of the Bangladeshi Parents Association in Newham**

The Management Committee (who are the Trustees of the Bangladeshi Parents Association in Newham) submit their report and financial statements for the year ended 31<sup>st</sup> December 2020. The Charity was established on the 1<sup>st</sup> of March 2006 with the first amendments to the constitution agreed on the 1<sup>st</sup> October 2006 and the second amendments agreed on the 15<sup>th</sup> May 2008. It was incorporated as a charity and its name was entered in the Charity Commission's Central Register on the 7<sup>th</sup> of July 2008.

### **Background**

Bangladeshi Parents Association in Newham is a BAME led independent charity organisation that was established to support, care for, to empower and improve the quality of life of BAME parents, families, carers, the local community and their children and other disadvantaged and vulnerable sections of the community living in the London Boroughs of Newham and Barking & Dagenham.

### **The Charity Objectives are:**

- a) The relief of poverty, sickness and distress by the provision of advice, information, translating and interpreting services in matters relating to welfare benefits, health, housing, education, employment and training.
- b) The advancement of education in particular the provision of language and other subject classes.
- c) The provision of facilities for recreation and leisure-time occupation in the interest of social welfare with the object of improving the conditions of life.

### **The Charity's Services**

We provide a variety of community-based services based at the Harold Road Centre in Newham and also from the Barking Library at Barking & Dagenham that includes:

- a) Supporting families facing crisis through poverty and hardship by providing free independent and impartial advice and information, provide support for families to maintain family relations and friendships.
- b) Helping families including their children and other family members to access a variety of social welfare and social support services through family orienteering activities, educational programmes, after school homework support classes for underachieving children, parenting classes, physical and mental health promotional activities that prevents vulnerable families from becoming isolated, being lonely, getting ill through rising stress and anxieties and low self-esteem.
- c) Our volunteers carry out regular outreach support to families through home visits, tele-befriending work to ensure families are well, safe and access to the support they need.

### **Structure, Governance and Management**

The charity is constituted by a Constitution. It is governed by the regulation set out in the Constitution and run by a voluntary management committee. The charity's new committee members are elected at the Annual General Meeting every two years. The Management Committee members are normally briefed by the Chairperson and the General Secretary in order to familiarise themselves with the rules, regulations and responsibilities of the charity. The Management Committee met 6 times during the year to review the activities of the charity including the approval of the annual report and accounts as well as budgets, capital expenditure and to set out the fund-raising date for the charity. The day-to-day work of the charity is overseen by the Treasurer who is responsible to and reports to the Management Committee.

The Management Committee are aware of the potential risks to the charity, both financial and otherwise. Therefore, strategies are in place to control these risks. Assessments have also been taking relating to fire and health and safety and also look into other risk areas such as operational, governance and compliance with the law and regulations.

### **Impact of Covid-19 on the Charity**

Since the start of this calendar year from January 2020 we have seen the outbreak of the Covid-19 pandemic crisis taking shape which has been having a detrimental impact affecting some of our most vulnerable people and families.

The Charity had to temporarily close its office and face-to-face drop-in services and classes from the Harold Road Centre and the Barking Learning Centre on the 19<sup>th</sup> of March 2020 due to the Government imposed lockdown. Working from home, the Charity's Management Committee and its staff and volunteers continued to support the Community by maintaining telephone support, virtual and tele-befriending, online children's classes through online to ensure the health, safety and wellbeing of some of most vulnerable and disadvantaged in the community.

### **Financial Review**

The financial position of the Charity is portrayed in the accompanying Annual Accounts.

### **Statement of Trustees' Responsibilities**

Law applicable to charities in England & Wales requires the Trustees to prepare financial statement for each financial year, which gives a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

- a) Select suitable accounting policies and apply consistently.
- b) Observe the methods and principles in the Charities SORP.
- c) Make judgements and estimates that are reasonable and prudent.
- d) Disclosed and explained in the financial statements.
- e) Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Management Committee are responsible for keeping accounting records, which discloses with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reporting) regulations and the provisions laid out in the Charity's governing document. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Reserve Policy**

It is the policy of the charity that unrestricted funds, which have not been designated for a specific use, should be maintained at a level equivalent to at least three months expenditure. The Management Committee consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. The Charity will actively work to achieve this level of reserves.

### **Risk Management**

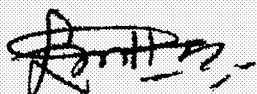
The Management Committee have assessed the risks the charity faces and have compiled a risk list which identified the major risks by area of activity, the nature of those risks, the likelihood of risks happening and the measures taken to manage them. The Management Committee review this list regularly at their meetings and at its meetings with employed staff running the services. The Management Committee are satisfied that systems are in place to mitigate exposure to the major risks. The finances of the Charity are kept under review. Appropriate DBS (Disclosure Barring services) Checks, supported by regular policy reviews are made for all those who work with children and other vulnerable groups with the Charity's activities.

**Independent Examiner**

According to the provisions of the Charities Act 2011, the Management Committee agree that an audit is not required for this financial year; however due to the provisions of the same act an Independent Examiner is required. Rahman Consultancy Services will be appointed as Independent Examiner for the ensuring year.

The Management Committee approved the accounts on the 11<sup>th</sup> of February 2021.

**Signed on Behalf of the Management Committee:**



**Name: Emran Chowdhury**

**Position: Chairperson**

**Date: 11/02/2021**

**Independent Examiners Report to the Management Committee for the  
Year Ended 31<sup>st</sup> December 2020:**

We report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup> December 2020 set out on pages 6 to 9.

**Respective responsibilities of Trustees and Examiner**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent Examiner's statement**

I have completed my examination. I have confirmed that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

*Rahman Consultancy Ltd*

Prepared by:  
**Rahman Consultancy Services**  
**64, Mortlake Road**  
**Ilford**  
**Essex IG1 2SX**

Date: 11 February 2021

## Notes to the Financial Statements for the Year Ended 31<sup>st</sup> December 2020

### 1. Accounting Policies:

The Financial Statements are prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevance note(s) to these accounts and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities and with preparing their accounts in accordance with the Financial Standard applicable in the United Kingdom (FRS 102) issued on the 16<sup>th</sup> July 2016 and updated on the 16<sup>th</sup> September 2016 and with the Charities Act 2011.

The Charity constitutes a public benefit entity as defined by the Charity Commission.

#### a) Incoming Resources:

The Incoming resources represents grants, donations and any bank interest receivable. The total incoming resources of the Charity for the year have been derived from its principal activity undertaken in the United Kingdom and came from the following sources:

			<u>2020</u>	<u>2019</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>	<u>Total</u>
BBC Children in Need	9,920	-	9,920	9,816
National Lottery Awards for All	9,920	-	9,920	2,458
People's Postcode Trust	-	-	-	8,990
London Community Response Fund Wave 2 –	7,420	-	7,420	-
London Community Foundation Covid-19 Fund				
London Community Response Fund Wave 3 –	6,000	-	6,000	-
London Community Foundation Covid-19 Fund				
Postcode Community Trust	10,440	-	10,440	-
London Community Response Fund Wave 4 –	9,235	-	9,235	-
City Bridge Trust Covid-19 Fund				
Donations	-	30	30	-
<b>Total:</b>	<b>£52,935</b>	<b>£30</b>	<b>£52,965</b>	<b>21,264</b>

#### b) Restricted Funds

Restricted Funds are to be used for specified purposes as laid down by the funding authority. Direct and support expenditure, which meets these criteria, is identified to the fund together with a fair allocation of other costs.

#### c) Unrestricted Funds

Unrestricted funds are received which have no restrictions placed in their use and are available as general funds.

### 2). Creditors: Amount Due Falling in One Year:

#### Deferred Income (Grants)

	<u>2020</u>	<u>2019</u>
	<u>(£)</u>	<u>(£)</u>
BBC Children in Need	-	2,480
National Lottery Awards for All	-	8,952
<b>Total:</b>	<b>-</b>	<b>£11,432</b>

### 3). Trustees

None of the Trustees received any remuneration during the year.



**4). Accruals**

	<u>2020</u>	<u>2019</u>
	(£)	(£)
Creditors	-	11,432
Venue Hire Costs	-	1,948
Sessional Tutors Fees	-	360
Salary Costs	1,545	360
Admin Support Costs	150	-
<b>Total:</b>	<b><u>£1,695</u></b>	<b><u>£14,100</u></b>



**Bangladeshi Parents Association in Newham****Income & Expenditure Account****For the Period: 1st January 2020 to 31st December 2020**

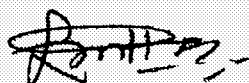
	<u>Note:</u>	<u>Restricted</u>	<u>Unrestricted</u>	<u>2020</u>	<u>2019</u>
<u>Incoming Resources</u>		<u>(£)</u>	<u>(£)</u>	<u>Total (£)</u>	<u>Total (£)</u>
Grants - Received in 2020	1a	52,935	-	52,935	21,264
Deferred Income	2	11,432	-	11,432	-
Donation	1a	-	30	30	-
<b>Total Income Received:</b>		<b>64,367</b>	<b>30</b>	<b>64,397</b>	<b>21,264</b>
<b>Resources Expended</b>					
Staff Salary Costs		12,353	-	12,353	3,460
Sessional Tutors Fees		3,160	-	3,160	9,860
Administrative & Project Management Costs		4,350	-	4,350	-
Volunteers Expenses		2,870	-	2,870	1,090
Venue Hire Costs		1,312	-	1,312	6,104
Accountancy Fee		300	-	300	250
Book-Keeping Fee		650	-	650	-
Digital Equipment & Devices		1,598	-	1,598	-
Resources and Materials		200	-	200	100
Covid-19 Emergency Food Provisions & Parcels		2,428	-	2,428	-
Workshop & Events Costs		-	-	-	400
<b>Total Expenses Made:</b>		<b>29,221</b>	<b>-</b>	<b>29,221</b>	<b>21,264</b>
<b>Surplus / (Deficit):</b>		<b>35,146</b>	<b>30</b>	<b>35,176</b>	<b>-</b>
<b>Balance Brought Forward @ 01/01/2020:</b>		<b>57</b>	<b>1,265</b>	<b>1,322</b>	<b>1,322</b>
<b>Balance Taken Forward @ 31/12/2020:</b>		<b>35,203</b>	<b>1,295</b>	<b>36,498</b>	<b>1,322</b>

**Bangladeshi Parents Association in Newham**  
**Balance Sheet as at 31st December 2020**

	<u>Note</u>	<u>2020</u>	<u>2019</u>
<b><u>Current Asset</u></b>			
Cash at Bank @ 31st December 2020		38,177	15,406
Cash in Hand		16	16
<b>Total Current Assets:</b>		<b>38,193</b>	<b>15,422</b>
Creditors: Amount Falling Due in One Year	2 4	-1,695	-14,100
<b>Net Current Asset:</b>		<b>36,498</b>	<b>1,322</b>
<b>Total Net Asset:</b>		<b>36,498</b>	<b>1,322</b>
<b><u>Fund Representation:</u></b>			
Unrestricted Funds:		1,295	1,265
Restricted Funds:		35,203	57
<b>Total:</b>		<b>36,498</b>	<b>1,322</b>

We confirm that this is a true record of our annual accounts based on the relevant records, bills invoices and receipts of the Charity and approve the financial statements as accurate accounts of the surplus of the income and the correct state of the affairs of the Charity as at 31st December 2020.

Approved by the Management Committee on the 11th February 2021 and signed on their behalf by:



**Emran Chowdhury**  
Chairperson



**Abdul Kayum**  
General Secretary

Date: 11th February 2021