

Haqooq Aspire for More

Charity number 1161176

A company limited by guarantee number 08638650

Annual Report and Financial Statements **for the year ended 31 October 2020**



West Yorkshire Community Accounting Service

Annual Report and Financial Statements
for the year ended 31 October 2020

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Prepared by West Yorkshire Community Accounting Service

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Trustees' report for the year ended 31 October 2020

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position
Mohammed Jamil	Chair
Ian McArdle	Secretary
Shaheen Akhtar	Treasurer

Charity number 1161176 Registered in England and Wales

Company number 08638650 Registered in England and Wales

Registered and principal address	Bankers
1-3 Darfield Avenue Harehills Leeds LS8 5DF	Lloyds Bank National Clubs & Charities Centre PO Box 1000 BX1 1LT

Independent examiner

Claire Welling

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 5 August 2013. It is governed by articles of association which were amended by special resolution which was registered at Companies House on 4 March 2015. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

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Trustees' report (continued) for the year ended 31 October 2020

Objectives and activities

The charity's objects

To promote any charitable purpose for the benefit of the public in Leeds (in particular but not limited to those members from the BME community) as may from time to time be determined by the trustees in particular by:

- a) relieving those in need (in particular those with disabilities and the sick and those that care for them),
- b) relieving poverty,
- c) promoting good health,
- d) promoting healthy recreation and other leisure-time occupations in the interests of social welfare,
- e) working with socially excluded people so they can play a fuller part in their communities so that their conditions of life may improve,
- f) advancing education and training,
- g) relieving unemployment,
- h) promoting equality and diversity,
- i) promoting religious and racial harmony for the public benefit, and
- j) developing the capacity and skills of the members of socially and economically disadvantaged communities in Leeds in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.

The charity's main activities

The vision that shapes our annual activities involves raising aspirations of disadvantaged individuals so they can reach their full potential. We hope to do this by reducing exclusion and isolation of individuals so they can participate fully in the community, increasing opportunities for individuals with diverse disabilities, their carers and those with mental health difficulties. We work at providing innovative, creative, recreational, personal development, volunteering, employment and social and life skills support in addition to supporting these people to live independently and giving them a voice through advocacy.

Our activities help increase opportunities, learning, training, leisure and recreation activities. They also offer work experience and help securing employment and living independently for those struggling with learning or physical disabilities, including sensory difficulties, mental health problems, autism and challenging behaviours. as well as their carers. We aimed to focus on those in most need, particularly in BAME communities, those difficult to reach and young carers.

Public benefit statement

The trustees have had due regard to the Charity Commission guidance on public benefit reporting in deciding what activities the charity should undertake. The remainder of this report illustrates the activities undertaken to support the public benefit requirement.

Achievements and performance

As we work with a very vulnerable group of people this was a difficult time for our organisation. A majority of our beneficiaries were shielding groups. They were difficult to engage prior to the Lockdowns and Tier stages but 2020 many of our groups were isolated with little access to IT and ways to engage. A strategy had to be considered by the organisation to implement new ways of working so we could reach our beneficiaries. Our initial work streaming through social media platforms online was not successful due to lack of digital inclusiveness within the groups we were working with. We joined together with other Learning Disabilities and Difficulties (LDD) & Mental Health (MH) organisations to share ideas on how best to improve accessibility to digital platforms for our groups, during the pandemic, and to improve digital inclusion overall for our groups. This work and our contribution in local strategies for employment, positive mental health and accessibility to services helped with our work during the pandemic and future planning in more effective ways to work and engage with our users.

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Trustees' report (continued) for the year ended 31 October 2020

Achievements and performance (continued)

Pre-pandemic, at the beginning of the charities financial year, work continued through face to face contact with our beneficiaries at local Special Educational Needs (SEN) Specialist Inclusive Learning Centres (SILCs), SEN Colleges and with SEN community groups. It also encompassed work with carers groups and those with mental health difficulties. This ceased after the first lockdown. After the first strand of work through online streaming via social media platforms was not beneficial for our users, Haqooq organised Zoom classes organised through mobile phone apps for our beneficiaries. This personalised approach showed much higher levels of engagement and was more successful at a qualitative and quantitative level and showed value for money. During the lockdown tiers we could continue our work with SEN SILCs via Zoom. This allowed us to continue what we had started pre-pandemic and engage our beneficiaries with activities in cultural and heritage dance, cultural tactile activities in South Asian arts and social engagement. Apart from the streaming all the activities planned and delivered during the pandemic to support our most vulnerable groups with diverse backgrounds and disabilities showed 100% engagement and 92% reporting positive mental and physical health during the Pandemic as a result of the activities that were delivered. All the activities were funded by the list 'restricted' funds category and the rest of the activities through unrestricted funds.

This year a funding strategy has been instigated to raise £95k in the next two financial years to refurbish a building for a purpose built small inner-city Centre hub for LDD and MH groups for vocational, recreational and independent skills support, therapeutic inputs and social opportunities and networking. This will be reviewed in the coming years and funds allocated to the ongoing project.

Financial review

The net income for the year was £24,974, including net income of £9,497 on unrestricted funds and net income of £15,477 on restricted funds.

Covid-19

At the time of signing these accounts the charity has been impacted by the global Covid-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

The charity has assessed the impact of the Covid-19 virus and has a plan to move forward, this includes investment in making the premises covid-safe and accessible for our beneficiaries. We have also planned for diverse ways of working to reduce social contact with investment in IT and online platforms to reach our beneficiaries. The lockdowns have been incredibly challenging for the organisation but we have dealt with the challenges with resilience and developed new ways of working, reaching and engaging with staff, the community and our beneficiaries.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £18,574.

Increasingly funding bids require a contribution from the bidding organisation. Without the capacity to contribute to potential bids, attempts to secure funding will be unsuccessful. The organisation needs to ensure we can contribute to funding bids and this has to form part of any reserves.

At least 3 months of reserves need to be generated for staff and running costs of services to give space for the organisation to seek continuity firstly or lastly to wind up if such an eventuality arises.

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Trustees' report (continued) for the year ended 31 October 2020

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts 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 the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;

- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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 accounts comply with the Companies Act 2006. 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees on 14/5/2021

Shaheen Akhtar (Trustee)

Haqooq Aspire for More

Independent examiner's report to the trustees of Haqooq Aspire for More

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 October 2020, which are set out on pages 7 to 12.

Responsibilities and basis of report

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Claire Welling

21/5/21

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Haqooq Aspire for More
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 October 2020

	Notes	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
Income from:					
Grants and donations	(2)	10,588	36,016	46,604	40,287
Total income		<u>10,588</u>	<u>36,016</u>	<u>46,604</u>	<u>40,287</u>
Expenditure on:					
Salaries	(3)	695	10,283	10,978	361
Payroll charges		-	285	285	11
Utilities		-	2,107	2,107	2,560
Consultancy and training		-	2,500	2,500	1,168
Property maintenance and refurbishment		-	-	-	450
Accountancy and independent examination		396	-	396	396
Activities		-	4,265	4,265	92
Equipment		-	629	629	-
Insurance		-	215	215	283
Recruitment		-	144	144	98
Marketing		-	41	41	120
Administration		-	70	70	-
Total expenditure		<u>1,091</u>	<u>20,539</u>	<u>21,630</u>	<u>5,539</u>
Net income / (expenditure)		<u>9,497</u>	<u>15,477</u>	<u>24,974</u>	<u>34,748</u>
Fund balances brought forward		<u>9,077</u>	<u>42,079</u>	<u>51,156</u>	<u>16,408</u>
Fund balances carried forward	(4)	<u>18,574</u>	<u>57,556</u>	<u>76,130</u>	<u>51,156</u>

All incoming resources and resources expended derive from continuing activities.

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Balance sheet

as at 31 October 2020

	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors	-	20,412	20,412	-
Cash at bank and in hand	(5) 32,155	37,144	69,299	51,923
Total current assets	<u>32,155</u>	<u>57,556</u>	<u>89,711</u>	<u>51,923</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(6) 1,431	-	1,431	767
Total current liabilities	<u>1,431</u>	<u>-</u>	<u>1,431</u>	<u>767</u>
Net current assets / (liabilities)	<u>30,724</u>	<u>57,556</u>	<u>88,280</u>	<u>51,156</u>
Total assets less current liabilities	<u>30,724</u>	<u>57,556</u>	<u>88,280</u>	<u>51,156</u>
Creditors: amounts falling due after one year	<u>12,150</u>	<u>-</u>	<u>12,150</u>	<u>-</u>
Net assets	<u>18,574</u>	<u>57,556</u>	<u>76,130</u>	<u>51,156</u>
Funds				
Unrestricted funds	18,574	-	18,574	9,077
Restricted funds	-	57,556	57,556	42,079
Total funds	<u>18,574</u>	<u>57,556</u>	<u>76,130</u>	<u>51,156</u>

For the year ending 31 October 2020 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 14/5/2021

Shaheen Akhtar (Trustee)

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Notes to the accounts

for the year ended 31 October 2020

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

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Notes to the accounts continued

for the year ended 31 October 2020

2 Grants and donations	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
Heritage Lottery Fund	-	19,950	19,950	19,224
Awards for All	-	-	-	9,950
Leeds City Council (LCC)	5,000	9,750	14,750	-
HMRC Job Retention Scheme	-	1,067	1,067	-
Other donations	5,588	5,249	10,837	11,113
	<u>10,588</u>	<u>36,016</u>	<u>46,604</u>	<u>40,287</u>

3 Staff costs and numbers	2020 £	2019 £
Gross salaries	10,978	361
	<u>10,978</u>	<u>361</u>

The average number employees during the year was 2.1, being an average of 0.7 full time equivalent (2019: 0.1, 0 FTE).

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Heritage Fund	17,090	19,950	18,244	-	18,796
Capital refurbishment fund	12,700	5,249	-	-	17,949
Inclusion support fund	109	-	-	-	109
Maintenance grant	2,230	-	-	-	2,230
Awards for All	9,950	-	1,228	-	8,722
Job Retention Scheme	-	1,067	1,067	-	-
Covid 19 response	-	9,750	-	-	9,750
	<u>42,079</u>	<u>36,016</u>	<u>20,539</u>	<u>-</u>	<u>57,556</u>

Fund name	Purpose of restriction
Heritage Fund	Reminiscing Rajasthani Dance project
Capital refurbishment fund	To increase access to the community building for those with disabilities
Inclusion support fund	Support to individuals to access mainstream activities
Maintenance grant	Maintenance of building
Awards for All	Dance Darba project
Job Retention Scheme	Towards salary costs during the Covid-19 pandemic
Covid 19 response	Towards the costs of engaging safely

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Notes to the accounts continued
for the year ended 31 October 2020

5 Cash at bank and in hand	2020	2019
	£	£
Current account	49,036	38,399
Donations account	20,263	13,524
	<u>69,299</u>	<u>51,923</u>

6 Creditors and accruals	2020	2019
	£	£
Bounce back loan	639	-
Creditors	396	371
Accruals	396	396
	<u>1,431</u>	<u>767</u>

7 Trustee expenses

No trustee received any expenses during this year or the previous year.

8 Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

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Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 October 2020

	2020 Unrestricted funds £	2019 Unrestricted funds £	2020 Restricted funds £	2019 Restricted funds £	2020 Total funds £	2019 Total funds £
Income						
Grants and donations	10,588	875	36,016	39,412	46,604	40,287
Total income	<u>10,588</u>	<u>875</u>	<u>36,016</u>	<u>39,412</u>	<u>46,604</u>	<u>40,287</u>
Expenditure						
Salaries	695	-	10,283	361	10,978	361
Payroll charges	-	-	285	11	285	11
Utilities	-	-	2,107	2,560	2,107	2,560
Consultancy and training	-	-	2,500	1,168	2,500	1,168
Property maintenance /refurb	-	-	-	450	-	450
Accountancy /independent exam	396	396	-	-	396	396
Activities	-	-	4,265	92	4,265	92
Equipment	-	-	629	-	629	-
Insurance	-	-	215	283	215	283
Recruitment	-	-	144	98	144	98
Marketing	-	-	41	120	41	120
Administration	-	-	70	-	70	-
Total expenditure	<u>1,091</u>	<u>396</u>	<u>20,539</u>	<u>5,143</u>	<u>21,630</u>	<u>5,539</u>
Net income / (expenditure)	<u>9,497</u>	<u>479</u>	<u>15,477</u>	<u>34,269</u>	<u>24,974</u>	<u>34,748</u>
Transfers between funds	<u>-</u>	<u>(241)</u>	<u>-</u>	<u>241</u>	<u>-</u>	<u>-</u>
Net movement in funds	<u>9,497</u>	<u>238</u>	<u>15,477</u>	<u>34,510</u>	<u>24,974</u>	<u>34,748</u>
Fund balances brought forward	<u>9,077</u>	<u>8,839</u>	<u>42,079</u>	<u>7,569</u>	<u>51,156</u>	<u>16,408</u>
Fund balances carried forward	<u>18,574</u>	<u>9,077</u>	<u>57,556</u>	<u>42,079</u>	<u>76,130</u>	<u>51,156</u>