

MITZVAH DAY UK CHARITABLE TRUST

TRUSTEES REPORT AND ACCOUNTS

FOR THE YEAR ENDED

31 DECEMBER 2015

CHARITY NUMBER: 1125682

MITZVAH DAY UK CHARITABLE TRUST

CONTENT AND LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 DECEMBER 2015

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Trustees

L Marks  
E Manuel  
D Pears  
B Rich  
L Sidney  
G Nathan (Appointed 23 March 2015)  
E Bondor (Appointed 23 March 2015)

Address for Enquiries

Office 2  
353-359 Finchley Road  
London  
NW3 6ET

Bankers

HSBC Plc  
18a Curzon Street  
London NW4 3LE

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent ME19 4JQ

Independent Examiners

SPW (UK) LLP  
Chartered Accountants  
Gable House  
239 Regents Park Road  
London N3 3LF

TRUSTEES REPORTFOR THE YEAR ENDED 31 DECEMBER 2015

The Trustees submit their annual report and the financial statements for the year ended 31 December 2015. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in 2005 and comply with the Charities Act 2011 in preparing the annual report and financial statements of the charity.

Status

The charity is a charitable trust and was set up in August 2008. Its objects are to promote good citizenship by encouraging and facilitating volunteering in furtherance of charitable causes, for the benefit of the public. The trust was given charitable status by the Charity Commissioners in the same month, registration number 1125682.

Objectives and activities

Mitzvah Day exists to bring people together through hands on social action projects, primarily on one collective day of action each year in November. It is proudly Jewish led and whilst over 90% of our 1200 or so UK projects are run by Jewish groups, it has also become a pre-eminent vehicle for Jewish led interfaith activity. In order to maintain and enhance the links between participating Partners and charities, interfaith relationships, awareness of Mitzvah Day and, ultimately, funding, Mitzvah Day developed 365, projects which run throughout the year.

Our key objectives are to grow and improve Mitzvah Day, to keep the brand alive throughout the year in order to strengthen the core of the charity and to eradicate the perception that it is 'just' a one day wonder, to develop and action a fund raising plan to address constraints to growth and to support new areas of year round growth, to measure the impact of Mitzvah Day better, and to ensure that our lay and professional team continues to grow in a supportive creative environment.

Trustees

The Trustees being members of the Management Committee throughout the period were: B Rich, L Marks, E Manuel and D Pears. L Sidney joined as a Trustee in February 2015. G Nathan and E Bondor joined as Trustees in March 2015.

Trustees' remuneration

The Trustees' remuneration during the year was nil.

Structure, governance and management

The Trustees are responsible for the strategy and direction of Mitzvah Day. Responsibility for the day to day running of the charity is devolved to the staff - a full time, paid Executive Director, Project Coordinator and Interfaith Coordinator, as well a part time contracted Communications Manager and Bookkeeper. Over the year there are a number of trustees' meetings examining different aspects of the charity's requirements, with special emphasis on strategy, finances, risk management and staffing.

Volunteers

The charity is extremely grateful for the unstinting efforts of its volunteers who are involved in the aspects of the charity's work. It is estimated that over 75,000 volunteer hours were provided during the year. If this is conservatively valued at £7 an hour the volunteer effort amounts

to over £525,000. In addition, on Mitzvah Day in 2014, goods were collected for distribution to those in need; these were valued at approximately £40,000.

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## MITZVAH DAY UK CHARITABLE TRUST

### TRUSTEES REPORT

#### FOR THE YEAR ENDED 31 DECEMBER 2015

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#### Key facts

40,000 volunteers  
550 Partner organizations running a Mitzvah Day  
21 Countries  
72 interfaith projects  
21 MPs  
47 Local councilors  
65 "Active" groups of young adults worldwide  
150 local charities benefitting in a meaningful way

#### Plans for future periods

Our ambition is to continue to build on this success. We intend to continue to extend the geographic coverage of our activities, including internationally, and promote Mitzvah Day more extensively within the areas in which we already operate. We will also continue to build stronger links with other faiths through shared activities and projects, and build bridges within our own community.

#### Risk statement

The trustees have considered the broad areas of risk for the charity and have put in place certain measures to mitigate or negate those risks. This is kept under review and specialist advice sought where necessary.

#### Financial review

We raised £193,844.42 this year thanks to the generous support of our donors and we spent £171,912.27. We deliberately raised additional funds this year to pay for a much needed web site and data base due to be built during 2016.

We have a target-funding requirement of £200,000 for the coming year, representing a modest increase on last year's requirement. In addition, we will be increasing the scope of our interfaith work and of our year-round work. The Trustees are determined to maintain overheads at a low level to further reduce the cost per volunteer hour.

#### Reserve and investment policy

The Trustees regularly review the reserves required to meet known and estimated expenditure for the running of projects.

Any cash, surplus to immediate requirements, is held on bank deposit.

#### Independent examiners

The Trustees intend to appoint SPW (UK) LLP to undertake the independent examination of the Trust in the following year.

Signed on behalf of the Trustees on 19/10/16.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF

MITZVAH DAY UK CHARITABLE TRUST

We report on the accounts of the charity for the year ended 31 December 2015, which are set out on pages 3 to 7.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to our attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

Our examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

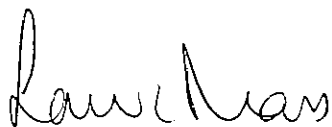
In connection with our examination, no matter has come to our attention:

- 1 which gives us reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Paul Winter  
SPW (UK) LLP  
Chartered Accountants  
Gable House  
239 Regents Park Road  
London N3 3LF

Date: 19 Oct 2016





L Marks - Chair

MITZVAH DAY UK CHARITABLE TRUST

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STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2015

		<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>2015</u>	<u>Total</u> <u>2014</u>
<b>Incoming Resources</b>	<b>Notes</b>				
Incoming resources from					
Generated funds					
Donations		83,546	-	83,546	124,481
Investment Income		135	-	135	54
Merchandise Income		197	-	197	159
Gift Aid		-	-	-	1,656
Incoming resources from					
Charitable activities					
Grants		108,793	2,100	110,893	8,000
		-----	-----	-----	-----
Total Incoming Resources		192,671	2,100	194,771	134,350
		=====	=====	=====	=====
<b>Resources Expended</b>					
Cost of generating funds					
Charitable Activities	2	43,918	-	43,918	22,888
Support Costs	3	122,819	2,100	124,919	100,856
Governance Costs	4	1,735	-	1,735	355
		-----	-----	-----	-----
Total Resources Expended		168,472	2,100	170,572	124,099
		=====	=====	=====	=====
<b>Net Incoming resources</b>					
<b>before transfers</b>		24,199	-	24,199	10,251
Fund balance brought					
Forward		60,977	-	60,977	50,726
		-----	-----	-----	-----
Fund balance carried					
Forward		£85,176	£ -	£85,176	£60,977
		=====	=====	=====	=====

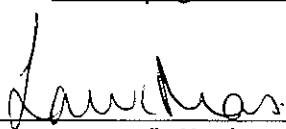
BALANCE SHEET AS AT 31 DECEMBER 2015

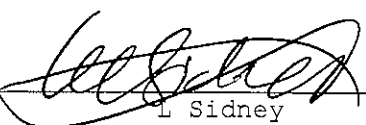
Fixed Assets	Notes		2014
Tangible Assets	6	329	763
<b>Current Assets</b>			
Other Debtors	7	11,952	397
Cash at Bank and in Hand		91,807	60,098
		-----	-----
		103,759	60,495
<b>Current Liabilities</b>			
Other Creditors	8	18,912	281
		-----	-----
Net Current Assets		84,847	60,214
		-----	-----
<u>NET ASSETS</u>		£85,176	£60,977
		=====	=====

FUNDS

<b>Unrestricted Funds</b>			
Balance at start of year		60,977	50,726
Net Surplus for year		24,199	10,251
		-----	-----
Balance at end of year	9	£85,176	£60,977
		=====	=====

Approved by the Trustees on 19/10/16 and signed on its behalf by:

  
 \_\_\_\_\_  
 L Marks

  
 \_\_\_\_\_  
 L Sidney

Trustees



NOTES TO THE ACCOUNTSFOR THE YEAR ENDED 31 DECEMBER 20151. ACCOUNTING POLICIES

The accounts have been prepared under the historical cost convention. The provisions of Accounting and Reporting by Charities - Statement of Recommended Practice published on 16 July 2014 and the Charities Act 2011 have been adopted in these accounts.

INCOMING RESOURCES

Donations and grants are included in incoming resources when received.

Income from fund raising events is included in incoming resources when the event takes place.

Investment income is included in incoming resources on the accruals basis.

EXPENDITURE

Expenditure is accounted for on the accruals basis.

FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the accounts.

TANGIBLE FIXED ASSETS AND DEPRECIATION

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Fixtures, Fittings and Equipment	25% Straight line basis
Computer Equipment	25% Straight line basis

2. CHARITABLE ACTIVITIES

	<u>2015</u>	<u>2014</u>
Project Expenses	£43,918	£22,888
	=====	=====

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2015

/...continued

3.	<u>SUPPORT COSTS</u>	<u>2015</u>	<u>2014</u>
	Rent	12,600	12,575
	Business Rates	580	-
	Insurance	1,027	1,008
	Computer Expenses	4,481	4,811
	Telephone	1,729	1,512
	Printing, Postage & Stationery	5,131	7,368
	Public Relations	11,931	2,632
	Consultancy	809	7,100
	Travel	365	525
	Depreciation	434	434
	Bank Charges	-	6
	Sundry	914	1,834
	Wages and Salaries	84,918	61,051
		-----	-----
		£124,919	£100,856
		=====	=====

4.	<u>GOVERNANCE COSTS</u>	<u>2015</u>	<u>2014</u>
	Accountancy Fees	1,200	-
	Legal and Professional Fees	535	355
		-----	-----
		£1,735	£ 355
		=====	=====

5. TRUSTEES' REMUNERATION AND REIMBURSED EXPENSES

The trustees neither received nor waived any emoluments or reimbursed expenses during the year.

6.	<u>TANGIBLE FIXED ASSETS</u>	<u>Fixtures, Fittings and Equipment</u>	<u>Computer Equipment</u>	<u>Total</u>
	Cost			
	At 1 January 2015 and at 31 December 2015	£ 312	£2,525	£2,837
		=====	=====	=====
	Depreciation			
	At 1 January 2015	156	1,918	2,074
	Charge for the year	78	356	434
		-----	-----	-----
	At 31 December 2016	£ 234	£2,274	£2,508
		=====	=====	=====
	Net book value			

At 31 December 2015	£ 78	£ 251	£ 329
	=====	=====	=====
At 31 December 2014	£ 156	£ 607	£ 763
	=====	=====	=====

MITZVAH DAY UK CHARITABLE TRUST

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2015

/...continued

7.	<u>DEBTORS</u>	<u>2015</u>	<u>2014</u>
	Other Debtors and Prepayments	11,952	397
		-----	-----
		£11,952	£ 397
		=====	=====

8.	<u>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</u>	<u>2015</u>	<u>2014</u>
	Taxation and Social Security	1,712	42
	Other Creditors and Accruals	17,200	239
		-----	-----
		£18,912	£ 281
		=====	=====

9. STATEMENT OF FUNDS

	At 1 Jan 2015	Income	Expenditure	Transfers	At 31 Dec 2015
	£	£	£	£	£
Unrestricted Funds	60,977	192,671	(168,472)	-	85,176
Restricted Funds	-	2,100	(2,100)	-	-
	-----	-----	-----	-----	-----
	60,977	194,771	(170,572)	-	85,176
	=====	=====	=====	=====	=====

General funds represent the free funds of the charity, which are not specifically designated.

Restricted funds - this relates to a grant which was received from Near Neighbours for £2,100. The funds were to be used in relation to the Interfaith Cooking For Homeless People project, bringing people together around Camden to cook meals for homeless people.

FMCB  
20 OCT 2016  
RECEIVED