

REGISTERED COMPANY NUMBER: 03461321 (England and Wales)
REGISTERED CHARITY NUMBER: 1068512

Report of the Trustees and
Financial Statements for the Year Ended 31 March 2017
for
Awaz Utaoh Ltd

Tony Dicker & Co
Chartered Accountants
29 Courtenay Road
Keynsham
Bristol
BS31 1JU

Awaz Utaoh Ltd

Contents of the Financial Statements
for the Year Ended 31 March 2017

	Page
Report of the Trustees	1 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7 to 8
Notes to the Financial Statements	9 to 12
Detailed Statement of Financial Activities	13 to 14

Report of the Trustees
for the Year Ended 31 March 2017

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2017. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03461321 (England and Wales)

Registered Charity number

1068512

Registered office

St Werburghs Centre
Horley Road
St Werburghs
Bristol
BS2 9TJ

Trustees

Garima Jhamb	
G Akhtar	- resigned 14.12.16
Hardeep Wynter	
S Wynter	
S Akhtar	- resigned 14.12.16
M Hussain	
A Chauhan	
Z Rahman	
N Waseem	
N Rana	- appointed 14.12.16

Company Secretary

A Chauhan

Independent examiner

Mr A R Dicker FCA
Chartered Accountant
Tony Dicker & Co
Chartered Accountants
29 Courtenay Road
Keynsham
Bristol
BS31 1JU

Solicitors

Metcalfes
46-48 Queen Square
Bristol
BS1 4LY

REFERENCE AND ADMINISTRATIVE DETAILS

Advisers

Bankers:

National Westminster Bank plc
778 Fishponds Road
Fishponds
Bristol
BS16 3TX

Reporting accountants:

Tony Dicker Ltd
29 Courtenay Road
Keynsham
Bristol
BS31 1JU

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is a company limited by guarantee, as defined by the Companies Act 1985 and is governed by its Memorandum & Articles of Association.

Recruitment and appointment of new trustees

Appointment of Trustees is governed by the Memorandum & Articles of Association. The Board of Trustees is authorised to appoint new Trustees to fill vacancies arising through resignation, or death of an existing Trustee.

Organisational structure

The trustees have delegated the day to day responsibility to the management team which comprises a manager, Simi Chowdrey, an administrative assistant, Luisa Marotta and a bookkeeper, Sobia Saeed.

Related parties

The Charity is an independent body with no connections or associations with any other organisation or Charity.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees have ensured that the Charity continuously carries out indicative risk assessments where individual projects are assessed for any potential risks to the community, individual or organisation. A member of the Management Committee has overall responsibility to monitor the risk assessment of the organisation and does so on a regular basis.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives and aims of the Charity are:

- i) to relieve Asian persons resident in Bristol who are in conditions of need, hardship and distress or sickness, particularly those suffering or who have suffered as a result of crime, and the families of such persons who are in need.
- ii) to advance the education of those involved with the prevention of crime and the needs of Asian people

ACHIEVEMENT AND PERFORMANCE

Charitable activities

CHAIRS REPORT

Last year I felt very privileged once again to be re-elected as the chair of Awaz Utaoh, which remains the first choice for most women seeking advice & guidance because of the increased confidence in our staff and volunteers.

With us, women can feel empowered to talk freely about issues affecting them. We have now activities over two days a week, with over 70 women attending on one day, because of the increased numbers seeking our support and also due to word of mouth and people recommending our service to others. It is old news, but a real cause for concern.

Our volunteers have helped to keep the services going, whether it is advice and referrals, practical support or social networking for women, making improvements in women's well-being and health awareness. Volunteers have been able to gain new and practical skills and we have been able to train them even further.

One of the original challenges for our Women's Forum was to encourage participants to have a voice, and we can report now visible and positive changes in our participants. What a brilliant success for our empowerment project to see our objective met.

Our English classes brought a new lease of life to the women and we combined them with emergency service sessions (ie. Police, Fire Marshalls) and Energy Awareness sessions.

Participants are now confident to handle emergency phone calls and simple queries. The sessions were also an eye opener for session leaders and providers, who realised there were ways to improve and facilitate communication. This was a learning experience for all.

The highlight of the year was the increasing and heart-warming welcoming attitude of our service users to different genders, colours and backgrounds, despite disbelief amongst our visitors. Our service users have told us that they feel less isolated and more connected within their community. They have had the opportunity to form new friendships with other participants as a result of taking part in our services. One of the drop-in days at Trinity Centre, continues to see staff and users of both organisations (Trinity & Awaz Utaoh) coming together at lunch time. This has been an amazing social integration exercise.

This was also a challenging year for the Voluntary and Community sector due to budget cuts. Our service users, staff and volunteers felt let down and disillusioned by Bristol City Council, due to the end of the Stronger Communities Grant and an unsuccessful application to Bristol Impact Fund. A message from our empowered women: "What the statutory agencies of the city could not do for them over the last 15 years, Awaz Utaoh did it, but only to be taken away by council cuts."

Without the support from BCC, Awaz Utaoh has identified the need to re-think the way it delivers its services and explore other funding opportunities. This has created an additional challenge and a source of constant stress for staff, volunteers and service users.

I would like to take this opportunity to express my appreciation to Awaz Utaoh's staff, for their hard work over the year and their contribution to the successful delivery of our projects, making us a thriving and welcoming organisation.

A big thanks to the vast number of volunteers that, year after year, give their valuable time and skills to assist our staff and service users.

Lastly, a special thanks to the fellow members of the Management Committee, for their wisdom and commitment.

I have enjoyed being the Chair of Awaz Utaoh, representing our values and introducing other women to this amazing organisation. I cannot wait to see what the next year brings for us.

Fundraising activities

Sadly, a number of our National funding grants are coming to an end this year. The funders are very pleased with the outcomes of their projects and have asked us to re-apply for their continuation. The Peoples Health Trust, a national body has indicated its support for the Charity for the next two years. The administrator whose priority was to raise funds will continue to do so in 2017/18.

The coming year will be again be a challenge, as we will be fighting for our share in the National Funding.

FINANCIAL REVIEW

Reserves policy

Due to the nature of the Charities funding the Charity is not able to build up or hold large reserves. Grant funding is generally obtained on an annual basis to cover core activities and specific projects and new projects are not undertaken unless and until appropriate grants have been secured for those purposes.

Principal funding sources

The principal funding sources are set out in note 2 to these financial statements.

Sadly, a number of our Statutory, National and long-term funding grants are coming to an end this year. The funders are very pleased with the outcomes of their projects and have asked us to re-apply for their continuation. The Peoples Health Trust, a national body has indicated its support for the Charity for the next two years. The administrator whose priority was to raise funds will continue to do so in 2017/18.

The coming year will be again be a challenge, as we will be fighting for our share in the National Fund

The management of Awaz Utaoh has identified the need of long term funding for revenue generation. All efforts of the organisation will be directed towards becoming sustainable. The target funds have been set out within the organisations business plan and will act as a guide for the fundraising target.

Approved by order of the board of trustees on 5 September 2017 and signed on its behalf by:

A Chauhan - Trustee

Independent Examiner's Report to the Trustees of
Awaz Utah Ltd

I report on the accounts for the year ended 31 March 2017 set out on pages six to twelve.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) 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 required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of the independent examiner's report

My examination was carried out in accordance with the 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 seeking 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 statements below.

Independent examiner's statement

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

(1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mr A R Dicker FCA
Chartered Accountant
Tony Dicker & Co
Chartered Accountants
29 Courtenay Road
Keynsham
Bristol
BS31 1JU

5 September 2017

Statement of Financial Activities
for the Year Ended 31 March 2017

	Notes	Unrestricted fund £	Restricted fund £	31.3.17 Total funds £	31.3.16 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	-	82,731	82,731	84,850
Investment income	3	-	10	10	12
Total incoming resources		-	82,741	82,741	84,862
RESOURCES EXPENDED					
Charitable activities					
Relief and education		-	73,223	73,223	71,177
Management and administration		-	-	-	5,452
Governance costs		-	1,860	1,860	2,049
Other resources expended		-	10,567	10,567	11,436
Total resources expended		-	85,650	85,650	90,114
NET INCOMING/(OUTGOING) RESOURCES					
		-	(2,909)	(2,909)	(5,252)
RECONCILIATION OF FUNDS					
Total funds brought forward		4,977	19,538	24,515	29,767
TOTAL FUNDS CARRIED FORWARD		4,977	16,629	21,606	24,515

Awaz Utaoh Ltd

Balance Sheet
At 31 March 2017

	Notes	Unrestricted fund £	Restricted fund £	31.3.17 Total funds £	31.3.16 Total funds £
FIXED ASSETS					
Tangible assets	7	-	-	-	440
CURRENT ASSETS					
Cash at bank		4,977	31,504	36,481	50,948
CREDITORS					
Amounts falling due within one year	8	-	(2,375)	(2,375)	(3,163)
NET CURRENT ASSETS		<u>4,977</u>	<u>29,129</u>	<u>34,106</u>	<u>47,785</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		4,977	29,129	34,106	48,225
ACCRUALS AND DEFERRED INCOME	9	-	(12,500)	(12,500)	(23,710)
NET ASSETS		<u>4,977</u>	<u>16,629</u>	<u>21,606</u>	<u>24,515</u>
FUNDS	10				
Unrestricted funds				4,977	4,977
Restricted funds				16,629	19,538
TOTAL FUNDS				<u>21,606</u>	<u>24,515</u>

The notes form part of these financial statements

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2017.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2017 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 5 September 2017 and were signed on its behalf by:

A Chauhan -Trustee

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery etc	- 25% on reducing balance
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Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

Notes to the Financial Statements - continued
for the Year Ended 31 March 2017

2. VOLUNTARY INCOME

	31.3.17	31.3.16
	£	£
Donations	121	710
Grants	82,610	84,140
	<u>82,731</u>	<u>84,850</u>

The major grants during the year were as follows:

	2017	2016
	£	£
Merchant Venturers Project	-	3,000
CC Community Investment Fund	30,000	30,000
Fortuna Trust	-	1,500
City of Bristol College	-	235
Peoples Health Trust	27,000	22,170
Quartet	3,950	3,000
Awards for all	9,950	-
Miscellaneous	-	710
	<u>71,400</u>	<u>65,615</u>
Movement in Deferred Income	11,210	19,235
	<u>82,610</u>	<u>84,850</u>

The deferred income carried forward at the end of the year represents the unexpended proportion of grants received during the year and which will be spent during 2017/18. The surplus represents restricted funds and is broadly attributable to the following funders:

	2017	2016
	£	£
Quartet Comic Relief Fund	-	3,000
Peoples Health Trust	12,500	15,000
User generated funds	-	710
Allen Lane	-	5,000
	<u>12,500</u>	<u>23,710</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2017

3. INVESTMENT INCOME

	31.3.17	31.3.16
	£	£
Deposit account interest	10	12
	<u> </u>	<u> </u>

4. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	31.3.17	31.3.16
	£	£
Depreciation - owned assets	440	811
	<u> </u>	<u> </u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2017 nor for the year ended 31 March 2016 .

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2017 nor for the year ended 31 March 2016 .

6. STAFF COSTS

	31.3.17	31.3.16
	£	£
Wages and salaries	47,646	47,214
	<u> </u>	<u> </u>

The average monthly number of employees during the year was as follows:

	31.3.17	31.3.16
	2	2
Administrative staff	<u> </u>	<u> </u>

No employees received emoluments in excess of £60,000.

7. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2016 and 31 March 2017	<u>1,666</u>	<u>2,360</u>	<u>3,758</u>	<u>7,784</u>
DEPRECIATION				
At 1 April 2016	1,666	1,920	3,758	7,344
Charge for year	<u>-</u>	<u>440</u>	<u>-</u>	<u>440</u>
At 31 March 2017	<u>1,666</u>	<u>2,360</u>	<u>3,758</u>	<u>7,784</u>
NET BOOK VALUE				
At 31 March 2017	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2016	<u>-</u>	<u>440</u>	<u>-</u>	<u>440</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2017

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.17	31.3.16
	£	£
Taxation and social security	995	1,783
Other creditors	1,380	1,380
	<u>2,375</u>	<u>3,163</u>

9. ACCRUALS AND DEFERRED INCOME

	31.3.17	31.3.16
	£	£
Accruals and deferred income	12,500	23,710
	<u>12,500</u>	<u>23,710</u>

10. MOVEMENT IN FUNDS

	At 1.4.16	Net movement in funds	At 31.3.17
	£	£	£
Unrestricted funds			
General fund	4,977	-	4,977
Restricted funds			
Restricted funds	19,538	(2,909)	16,629
	<u>24,515</u>	<u>(2,909)</u>	<u>21,606</u>
TOTAL FUNDS	<u>24,515</u>	<u>(2,909)</u>	<u>21,606</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Restricted funds			
Restricted funds	82,741	(85,650)	(2,909)
	<u>82,741</u>	<u>(85,650)</u>	<u>(2,909)</u>
TOTAL FUNDS	<u>82,741</u>	<u>(85,650)</u>	<u>(2,909)</u>

Detailed Statement of Financial Activities
for the Year Ended 31 March 2017

	31.3.17 £	31.3.16 £
INCOMING RESOURCES		
Voluntary income		
Donations	121	710
Grants	82,610	84,140
	<hr/>	<hr/>
	82,731	84,850
Investment income		
Deposit account interest	10	12
	<hr/>	<hr/>
Total incoming resources	82,741	84,862
RESOURCES EXPENDED		
Charitable activities		
Wages	47,646	47,214
Other project costs - outings	7,612	5,955
Other project costs-catering	3,305	3,859
Sessional workers	8,526	12,047
Project activities	484	957
Volunteers expenses	1,866	1,145
	<hr/>	<hr/>
	69,439	71,177
Governance costs		
Membership & subscriptions	158	100
Reporting accountants fees	1,140	1,380
Professional fees	562	569
	<hr/>	<hr/>
	1,860	2,049
Other resources expended		
Rent and room hires	9,455	10,348
Insurance	1,112	1,088
	<hr/>	<hr/>
	10,567	11,436
Support costs		
Management		
Telephone, fax and e mail	1,253	1,696
Postage and stationery	1,291	2,170
Bank charges	-	58
Sundries	799	717
Plant and machinery	441	811
	<hr/>	<hr/>
	3,784	5,452
Total resources expended	85,650	90,114

Detailed Statement of Financial Activities
for the Year Ended 31 March 2017

This page does not form part of the statutory financial statements