

AZ.AD KASHMIR WELFARE ASSOCIATION

OPERATING AS

A K CENTRE

STATEMENTS OF ACCOUNTS

FOR THE YEAR ENDED

31 MARCH 2017

Fintax

CHARTERED CERTIFIED ACCOUNTANTS

**888 Washwood Heath Road,, Birmingham, B8 2NB**

Telephone: 0121 784 1111

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FOR THE YEAR ENDED 31 MARCH 2017

LEGAL AND ADMINISTRATIVE INFORMATION

#### TRUSTEES

Mohammed Rasib	( President )	(appointed 19.2.2017)
Sakhawat Hussain	(Treasurer)	
Shamim Ahmed		(appointed 19.2.2017)
Sajda Rauf		(appointed 19.2.2017)
Saima Haroon		(appointed 19.2.2017)
Mariam Khan		(appointed 19.2.2017)
Dr Abida Begum		(appointed 19.2.2017)

The trustees are appointed by the board of trustees for renewable terms of one year.

#### ADDRESS

The Centre's address is 68 Alum Rock Road, Birmingham, B8 1JA.

#### DATE OF COMMENCEMENT AND REGISTRATION NUMBER

The Centre was established by Trust Deed on 17 January 1985, and is registered with the Charity Commission, No 515922.

#### BANK

The Charity's banker are TSB Bank Pie, Saltley Branch.

#### ACCOUNTANTS

The Charity's accountants are Fintax , Chartered Certified Accountants, 888 Washwood Heath Road, Birmingham B8 2NB.

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REPORT OF THE TRUSTEES

The trustees present their report along with the statements of accounts for the charity for the year ended 31 March 2017. The statements of accounts have been prepared in accordance with the accounting policies set out on page 9 and comply with the charity's constitution and applicable law.

CONSTITUTION

The Association is governed by its constitution.

THE OBJECTIVES OF THE ASSOCIATION

The main objectives of the Association are to provide residents of Birmingham:

- [a] an advice and information centre which deals with the problems of housing, employment, welfare rights, immigration and nationality and similar problems;
- [b] a centre to facilitate their education and cultural training ;
- [ C] information on health related issues;
- [ d ] facilities to encourage leisure and recreational activities;
- [ e] a platform to promote good relationship between Asian community and other racial groups.

ORGANISATION

The trustees who have served during the year are set out on page 1. Trustees are appointed by the board of trustees and serve for one year after which period they may put themselves forward for re - appointment. Trustees meet quarterly to review the progress made during the year and to discuss the issues relevant to the Association's activities.

REVIEW OF PROGRESS AND ACHIEVEMENTS AND FUTURE STRATEGY

The Association has continued to operate during the year to achieve the objectives outlined above and plans to continue these activities in the forthcoming years subject to satisfactory funding arrangements.

The trustees are satisfied that the activities undertaken by the Association during the year are in accordance with its objectives.

RESERVES POLICIES

It is the policy of the Association to maintain unrestricted funds, which are the free reserves of the Association, at a level which provides sufficient funds to cover management, administration and support costs for approximately six months.

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REPORT OF THE TRUSTEES ( Continued ... )

#### RISK MANAGEMENT

The trustees have examined the strategic, business and operational risks which the Association faces and confirm that systems have been established to enable regular reviews so that the necessary steps can be taken to reduce these risks.

#### FINANCIAL REVIEW

The attached statements of accounts show the current state of the finances which the trustees consider to be sound.

#### TRUSTEES' RESPONSIBILITIES IN RELATION TO THE STATEMENTS OF ACCOUNTS

The trustees are responsible to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Association and of the Income and Expenditure of the Association for that period. In preparing those accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departure disclosed and explained in the statements of accounts; and
- prepare the statements of accounts on the going concern basis unless it is inappropriate to presume that the Association will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Association and to enable them to ensure that the accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Association and hence for taking reasonable steps for prevention and detection of fraud and irregularities.

**Accountants' Report to the Trustees on the Unaudited Accounts of  
AK Centre**

In accordance with the engagement letter dated 1 October 2017, and in order to assist you to fulfill your duties under the Companies Act 2006, we have compiled the financial statements of the charity which comprise the Statement of Financial Activities, and the related notes from the accounting records and information and explanations you have given to us.

This report is made to the Charity's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the Charity's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's Board of Directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Association of Chartered Certified Accountants and have complied with the ethical guidance laid down by the Association relating to members undertaking the compilation of financial statements.

You have acknowledged on the balance sheet as at 31 March 2017 your duty to ensure that the charity has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the charity is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Fintax

Fintax  
Chartered Certified Accountants  
888 Washwood Heath Road  
Fox & Goose  
Birmingham  
B8 2NB



AZAD KASHMIR WELFARE ASSOCIATION

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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2017

	NOTES	2017 £	2016 £
<b>INCOMING RESOURCES</b>			
Activities to further the charity's objects:			
Grants / Donations / Immigration work	2	105,031	86,621
<b>TOTAL INCOMING RESOURCES</b>		<u><b>105,031</b></u>	<u><b>86,621</b></u>
<b>RESOURCES EXPENDED</b>			
Wages & NIC	3	66,830	62,940
Rent, Rates & Insurance		6,956	9,954
Telephone		2,976	3,626
Light & Heat		1,539	1,787
Printing, Postage & Stationary		241	246
Repairs & Renewals		229	229
Office Cleaning		220	113
Advertising		8,500	0
Sundry Expenses		1,016	4,117
Bank Charges		20	
Depreciation		591	696
		89,118	<u>83,708</u>
Management & Administration of the Charity	5	<u>7,498</u>	<u>3,100</u>
		<u>7,498</u>	<u>3,100</u>
<b>TOTAL RESOURCES EXPENDED</b>		<u><b>96,616</b></u>	<u><b>86,808</b></u>
<b>NET INCOMING RESOURCES</b>		8,415	-187
Fund Balance Brought Forward		<u>-1,938</u>	-1,751
<b>FUND BALANCE CARRIED FORWARD</b>		<u><b>6,477</b></u>	<u><b>-1,938</b></u>

The notes on pages 7 to 9 form part of these accounts.

AZ.AD KASHMIR WELFARE ASSOCIATION

OPERATING AS - AK CENTRE

BALANCE SHEET AS AT 31 MARCH 2017

	NOTES	2017 £	2016 £
<b>FIXED ASSETS</b>			
Fixtures & Fittings	6	3,350	3,941
<b>CURRENT ASSETS</b>			
Debtors	7	0	7,760
Bank		22,345	
		22,345	<u>7,760</u>
<b>CURRENT LIABILITIES</b>			
Trade Creditors & Accruals	8	19,218	13,639
		19,218	<u>13,639</u>
<b>NET CURRENT ASSETS</b>		3,127	<u>-5,879</u>
<b>NET ASSETS</b>		6,477	<u><u>-1,938</u></u>

represented by

**FUNDS**

**UNRESTRICTED INCOME FUNDS**

General Purposes Fund	<u>6,477</u>	<u>-1,938</u>
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Signed on behalf of the board of trustees

\_\_\_\_\_ Mohammed Rasib - Chairman of Trustees

\_\_\_\_\_ Sakhawat Hussain - Treasurer

Approved by the board on 7 March 2018

The notes on pages 9 to 11 form part of these accounts.



AZ.AD KASHMIR WELFARE ASSOCIATION

OPERATING AS -AK CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

1 ACCOUNTING POLICIES

Basis of Accounting

The Statements of Account have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities.

Depreciation

Depreciation is provided on tangible fixed assets to write them off over their expected useful lives at the following rates:

Fixtures & Fittings - 15% p.a reducing balance basis

Incoming Resources

All incoming resources are recognised once the Association has entitlement of the resource, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability. Incoming resources from grants, where there are performance or service deliverables required by the terms of the grant are accounted for as the Association earns the right to payment through its performance. Grants where entitlement is not conditional on the delivery of a specific performance by the Association are recognised when the Association becomes unconditionally entitled to the grant.

Resources Expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the Association to the expenditure. All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all costs related to the category.

	2017	2016
	£	£
2 GRANTS		
Birmingham City Council Award for All Home Office	48,052	56,680
Big Lottery Fund	750	
Charity donations and Immigration work	34,909	29,941
Birmingham Public Health	21,320	
Police & Crime Commission - Domestic Violence Project		
	105,031	86,621
3 STAFF COST		
Salaries	64,142	60,828
Social Security Cost	2,688	2,112
	66,830	62,940

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

	2017	2016
<b>4</b>	<b>AVERAGE NUMBER OF EMPLOYEES</b>	
	The average number of employees calculated on a full time equivalent basis were	
	<u>3</u>	<u>5</u>
	Number of Employees earning £60,000 or above:	
	<u>          </u>	<u>          </u>
<b>5</b>	<b>MANAGEMENT &amp; ADMINISTRATION OF THE CHARITY</b>	
	Accountancy & Audit	3,100
	Consultancy Fees	4,850
	<u>7,498</u>	<u>3,100</u>
<b>6</b>	<b>FIXED ASSETS</b>	
		<b>FIXTURES &amp; FITTINGS</b>
		<b>£</b>
	<b>COST</b>	
	As at 1 April 2016	43,856
	As at 31 March 2017	<u>43,856</u>
	<b>DEPRECIATION</b>	
	As at 1 April 2016	39,915
	Charge for the year	591
	As at 31 March 2017	<u>40,506</u>
	<b>NET BOOK VALUE</b>	
	As at 31 March 2017	<u>3,350</u>
	As at 31 March 2016	<u>3,941</u>

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

	2017	2016
	£	£
7	DEBTORS	
	Other Debtors	7,760
		<u>7,760</u>
8	CREDITORS	
	Bank Overdraft	9,213
	Trade Creditors	4,426
	<u>19,218</u>	<u>13,639</u>

9 GOING CONCERN

The funding from Birmingham City Council is finishing on the 31st March 2018 and Big Lottery Fund in February 2019.

A K Centre has commenced charging small fees for Immigration work and welcomes donations. These are needed to mitigate the shortfalls.

The Association is seeking funding from alternative sources to mitigate for the reduction of the funding.