

# **HELP THE PEOPLE TRUST**

Registered Charity No. 1163740

**Financial Statement for the Year Ended  
31 May 2017**

## **HELP THE PEOPLE TRUST**

### **LEGAL INFORMATION**

<b>Name of Charity:</b>	Help the People Trust
<b>Charity Registration No.</b>	1163740
<b>Registered Address:</b>	34 Albert Road London E17 7PS
<b>Telephone:</b>	02085203293
<b>Email:</b>	<a href="mailto:helpthepeopletrust@gmail.com">helpthepeopletrust@gmail.com</a>
<b>Board of Trustees:</b>	Mr Abu Khizir Muhammad Abdussalam Mr Muhammad Muzakkir Hussain Chowdhury Mr Abdul Malik Salam Mr Mudabbir Ahmed Khan Mr Abu Bakar
<b>Independent Examiner:</b>	<b>Mohammed Muhit Uddin M Com, ACA, FCCA Muhit &amp; Co.</b> Chartered Certified Accountants 80A Ashfield Street Unit 4 London E1 2BJ
<b>Bankers:</b>	<b>Al Rayan Bank</b> 97-99 Whitechapel Road London E1 1DT  <b>Barclays Bank Plc</b> 278 Hoe St, Walthamstow London E17 9QE

## **HELP THE PEOPLE TRUST**

### **REPORT OF THE TRUSTEES**

#### **History, Objectives and Activities of Help the People Trust**

The Trustees of the Help the People Trust submit their report and financial statements for the year ended 31<sup>st</sup> May 2017. Help the People Trust was set up on the 6<sup>th</sup> Day of March 2015 and amended on 21 September 2015. Help the People Trust was incorporated as a charity and its name was entered in the Charity Commission's Central Register on the 28 September 2015.

#### **The Objectives of Help the People Trust are:**

The Charity's objects are for the benefit of the inhabitants of Bangladesh but not exclusively:

- (a) The advancement of education in particular disadvantaged people of all faiths (disadvantaged by their economic or social circumstances) under the aged of Twenty-Five (25) years in the area of benefit through the awarding of scholarship, accommodation and maintenance allowances and by supporting the work of educational institutions with the aim of improving the quality and availability of their education.
- (b) The relief of poverty, the promotion of good health and wellbeing (including the relief of the sick), the relief of those in financial need, hardship and distress and the relief of suffering among impoverished people (impoverished due to their economic circumstances) in the area of benefit by providing housing, sanitation, clean water and financial assistance.
- (c) The relief of those in need in the area of benefit who are victims of natural or manmade disaster or catastrophe in particular by the supply of shelter, food and medical aid to such persons.

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

The charity is constituted by a Constitution of a Charitable Incorporated Organisation (CIO) with voting members are its Charity Trustee. It is governed by the regulation set out in the Constitution and run by a voluntary Executive Committee. The charity's committee members are elected at the Annual General Meeting every two years.

The Executive Committee members are normally briefed by the Chairman and the General Secretary to familiarise themselves with the rules, regulations and responsibilities of the charity. The Management Committee met six 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 Chairman who is responsible to and reports to the Management Committee. The Executive Committee is 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 taken relating to fire and health and safety.

The Executive Committee are seriously considering other risk areas such as operational, governance and compliance with law and regulations.

A solicitor, who specialises in Charities' law has been consulted about necessary policies. He advised about it. Policies on Conflict of Interest and Conflict of Loyalty were discussed in trustees' meeting and special care is being taken to observe these rules.

### **Achievements and Performance of Help the People Trust:**

The Executive Committee is pleased to report a very active year. Help the People Trust is actively seeking to protect its financial security to continue to safeguard the ongoing development of the Trust and its projects and services that it offers to the deprived communities in Bangladesh.

Trustees of Help the People Trust are pleased with the Trust's achievements over the last 12 months:

- Provided financial assistance to the widows.
- Provided financial assistance and medicines to the deprived people.
- Provided financial support for family maintenance for the poor and widows who were in desperate need.
- Provided support for educational advancement for the poor and needy families.
- Provided support to rebuild the houses for the homeless people.
- Acquired land for the people to build social housing for homeless people.

The Management Committee is indebted to all well-wishers for their support to Help the People Trust. The Executive Committee is very appreciative to the patrons for their financial support. We would also extend a word of thanks to all individuals and other community groups/organisations who have worked with and supported Help the People Trust.

After we receive the charity registration in the UK, we approached a charity operating both in the UK and Bangladesh, to become our implementing partner. Our secretary, went to Bangladesh to sign the MOU. To our dismay, we discovered that, they themselves rely on a third party for project implementation and they have no control over the expenses of implementation. So, we cancelled our negotiation with them.

Very fortunately, a group of people known to us very well established a charity and they preferred our name in Bangladesh. They were simply happy to become our implementation partner.

Mr Guljar Hussain Chowdhury, who is now the chairman of Help the People Trust, in Bangladesh, worked very hard, proved himself efficient and capable to face the ordeals of achieving the approval of the NGO Bureau. He is a very trustworthy person, a man of high integrity and succeeded getting the approval.

A Lawyer who is a senior Advocate in Supreme Court of Bangladesh became available to us for necessary guidance. Now that we have been lucky to get NGO bureau approval our door to work in Bangladesh to pursue our objectives are wide open. We have large project for social housing for NGO bureau approval. We are hoping for the approval any day now. Soon after that we will start submitting various other projects for approval and implementation.

The trustees, rate these achievements as a good start for a very busy schedule.

### **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 a 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) Make judgements and estimates that are reasonable and prudent;
- (c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- (d) Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees 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 charity act 1993. 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 12 months' expenditure. The Executive 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. Help the People Trust will actively work to achieve this level of reserves. Current balance of fixed reserve of **£1,496,340.00** will be used for continuous charitable donation and to meet up the charity's operational expenses.

#### **Risk Factors**

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

#### **Independent Examiner**

Per the provisions of the Charities Act 1993, the Trustees 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.

The Executive Committee agreed to re-appoint Mohammed Muhit Uddin M Com, ACA, FCCA of Muhit & Co, to carry out the Independent Examination of the accounts in 2018.

Accounts approved on the behalf of the Executive Committee.



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**Abu Khizir Muhammad Abdussalam**  
**President**

**Dated:** 15/3/18

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
HELP THE PEOPLE TRUST (CHARITY REG: 1163740)**

**FOR THE YEAR ENDED 31 MAY 2017**

We have examined the financial statements on pages 6 to 8 which have been prepared on the basis of historic cost.

**Respective responsibilities of trustees and examiner**

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the charities Act 1993) and that an independent examination is needed.

It is our responsibility to:

- \* Examine the accounts
- \* Follow the procedures laid down in the general directions given by the charity commission; 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 seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the accounts.

**Independent Examiner's Statement**

In the course of our examination, no matter has come to our attention:

1. Which gives us reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
  - \* Proper accounting records are kept (in accordance with section 41 of the Act); and
  - \* Accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. To which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



**MUHIT & CO.**

**CHARTERED CERTIFIED ACCOUNTANTS**

**80A ASHFIELD STREET, LONDON E1 2BJ**

**Dated:**

**HELP THE PEOPLE TRUST**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MAY 2017**

**INCOME**

	<u>Note</u>	<u>Restricted</u> <u>Fund</u>	<u>Unrestricted</u> <u>Fund</u>	<u>2017</u> <u>£</u>	<u>2016</u> <u>£</u>
Grants & Donations Received	2	-	765,000	765,000	761,110
Profit/ Benefit AR Bank			16,302	16,302	8,893
<b><u>TOTAL:</u></b>		<b>-</b>	<b><u>781,302</u></b>	<b><u>781,302</u></b>	<b><u>769,993</u></b>

**LESS: EXPENDITURE**

	<u>Note</u>	<u>Restricted</u> <u>Fund</u>	<u>Unrestricted</u> <u>Fund</u>	<u>2017</u> <u>£</u>	<u>2016</u> <u>£</u>
Consultancy (Charity incorporation)		-	-	-	600
Direct Charitable Expenses		-	26,137	26,137	22,801
Bank Charges		-	12	12	12
Travel & Subsistence		-	750	750	755
Stationery, Printing & Postage		-	-	-	228
Accountancy & Book-keeping		-	1,800	1,800	1,800
Sundry Expenses		-	60	60	-
<b>Total:</b>		<b>-</b>	<b><u>28,759</u></b>	<b><u>28,759</u></b>	<b><u>26,196</u></b>
<b>NET SURPLUS/DEFICIT) FOR THE YEAR</b>		<b>-</b>	<b><u>752,543</u></b>	<b><u>752,543</u></b>	<b><u>743,797</u></b>

**HELP THE PEOPLE TRUST**  
**BALANCE SHEET**  
**AS AT 31 MAY 2017**

	Note	2017 £	2016 £
<b>Fixed Assets</b>		-	-
<b>Current Assets</b>			
Cash at Bank:			
120 days' notice A/C	821,054		507,105
60 days' notice A/C	2,787		201,580
Individual term deposit	30,208		30,208
Current account	437,625		1,204
Barclays Bank	5,500		5,500
Charities notice savings	201,146		
Cash in Hand	-		-
		<b><u>1,498,320</u></b>	<b><u>745,597</u></b>
<b>Less: Current Liabilities</b>			
Creditors & Accruals		1,980	1,800
		<b>1,496,340</b>	<b>743,797</b>
<b>Net Current Assets</b>		<b><u>1,496,340</u></b>	<b><u>743,797</u></b>
<b>Net Assets / (Liabilities)</b>			
<b>Financed By:</b>			
Surplus / (Deficit) fund in 2017		752,543	743,797
Surplus fund from 2016		<b>743,797</b>	
<b>Accumulated Fund Carried Forward</b>		<b><u>1,496,340</u></b>	<b><u>743,797</u></b>



Abu Khizir M Abdussalam  
President



Mudabbir Ahmed Khan  
Treasurer



Muzakkir Hussain Chowdhury  
Secretary



**HELP THE PEOPLE TRUST**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MAY 2017**

**1. ACCOUNTING POLICIES**

**Basis of Accounting:**

The financial statements have been prepared under the historical cost convention in accordance with applicable accounting standards.

**2. Donations:**

This represents donation received from the following individuals and organisation as a nature of unrestricted fund. Donations are taken to Income and Expenditure account on a receipt basis.

	<b>Restricted Fund</b>	<b>Unrestricted Fund</b>	<b>2017 £</b>	<b>2016 £</b>
Dr Mohammad Habib Johri	-	765,000	765,000	500,000
Jahan Khan Welfare Trust	-	-	-	250,000
M Hussain	-	-	-	5,500
M A Malik	-	-	-	5,500
A K Salam	-	-	-	100
<b><u>TOTAL:</u></b>	<b>-</b>	<b><u>765,000</u></b>	<b><u>765,000</u></b>	<b><u>761,100</u></b>

**3. Reserve Funds**

The reserve funds are for the use of continuous charitable support and for the operational expenses of the Charity.