

### Reference & Administrative Details of READ UK, Its Directors & Advisers

Registered name of the charity:

READ Foundation

Registered Charity Number:

1160256

Registered Company Number:

Directors of READ UK at the date this report is submitted:

Tahir Begg **Mohammed Faroog** Haroon Rashid Dr. Yagub Hussain Dr Usman Choudry Rizwan Rashid

Chief Executive Officer (CEO):

Jahangeer Akhtar

628 Stockport Road Manchester M13 0SH **United Kingdom** 

Tel: 0161 224 3334

Email: info@readfoundation.org.uk

**Independent Auditors:** 

Gardezi Jay & Company

Chartered Accountants and Statutory Auditors.

4A The Avenue **Highams Park** E4 9LD

Bankers:

National Westminster Bank PLC **Dewsbury Branch** 2 Northgate

Dewsbury West Yorkshire WF13 1EA

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#### Annual Report and Financial Statements April 2017-March 2018

### **About Us**

We are READ Foundation - a non-profit organisation dedicated to providing school places for children living in poverty. These children do not have access to schooling due to the cost and accessibility.

We focus predominantly on education. We sponsor orphans and build and renovate schools through which we create as many places as we can for children in poverty, empowering them to learn and gain the skills they need to help themselves out of poverty.

### Why Education?

Education is important, it is the foundation that every child deserves. Since our inception in 1994 we have worked to create new opportunities for low-income families to send their children to school.

Education works as a gateway out of poverty. It is incredibly transformative as it empowers children with the skills they need to make the right choices. We have been a witness to this for more than 20 years as our work has helped build brighter futures for children coming from the most humble of backgrounds.



386 of schools that we run.



107.760 The number of educating.



9.960 The number of orphans we look after.



5.635 The number of teachers we are employing.

### What do we do?

We have made incredible progress since 1994 thanks to the generosity of our donors who have supported our every step on this journey to provide school places to children affected by poverty.

We are educating 107,760 children including 9,960 orphans across our network of 386 schools.

We are also employing 5,635 teachers, 71% of whom are female.

### Statement on **Public Benefit**

The Directors confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission when exercising their powers and duties.

### Report of the **Directors for** the year ending **March 2018**

The Directors of READ Foundation UK ('READ UK') a charity registered in England (no 1160256) submit their annual report and the audited financial statements for the financial year from 1 April 2017 - 31 March 2018. The Directors have adopted the provisions of the statement of recommended practice ('SORP') 'Accounting and Reporting by Charities' (2015) in preparing this annual report and financial statement for READ UK.

### Structure, Governance & Management for READ UK

READ UK IS A REGISTERED CHARITY IN THE UK AND A COMPANY LIMITED BY GUARANTEE. THEY ARE GOVERNED BY A BOARD OF 6 DIRECTORS.

Whilst READ UK is an independent UK charity and by the terms of the Governing Document retains the flexibility to achieve its aims by expending funds through a variety of organisations in its area of operation, READ UK was established to provide the beneficiaries of READ Foundation Pakistan ('READ Pakistan'), who are accordingly also the beneficiaries of READ UK. A close association which includes shared aims and vision continue to be the hallmark of the relationship between READ UK and READ Pakistan. READ Pakistan is an indigenous non-governmental organisation ('NGO') set up in 1994. It currently operates 386 schools, with 107,760 enrolled students, 9,960 of whom are orphans. It has a teaching staff of around 5,635.

READ Pakistan has a close working relationship with a number of local and international NGOs, development agencies and the corporate sector as well as an ever-growing base of individual local supporters.

READ Pakistan is registered with the Securities and Exchange Commission of Pakistan as a not-for-profit organisation under section 42 of the Companies Ordinance 1984 (No 00000005855/20060801). READ Pakistan is amongst the top-rated NGOs certified by the Pakistan Centre for Philanthropy (www.pcp.org.pk) for NGO Good Practices in three key areas: Governance, Financial Practices and Programme Delivery.

### **Appointment of Directors**

The Directors have regard to the criteria in the Governing Document for the appointment of Directors and are happy to hear from any individuals interested in committing voluntarily to the cause of READ and who have the commitment and expertise to take on the responsibilities of a Director at a future date.

Given the size of the charity and the need to keep administrative burdens to a minimum, the Directors have adopted the following practice in the appointment of Directors:

- Potential future Directors are invited to volunteer their skills and experiences to READ over an extended period of time (a minimum of 6 months).
- Potential Directors are invited to attend a particular session of board meetings and contribute to specified discussions. This gives the existing Directors an opportunity to assess their skills, knowledge, experience and the long-term potential for them to contribute to the work of READ.
- Over a further period of meeting attendances and volunteering, the Directors assess
  whether a particular volunteer has the skills, knowledge, experience and commitment
  likely to be of benefit to READ UK and following full discussion amongst the Directors
  may then (if there is a vacancy or to meet a particular need) be invited to consider
  appointment to the board.

The above practice has been adopted since the registration of READ UK in 2006 (READ UK initially having registered as a trust, re-registered as a company limited by guarantee in 2015) and the Directors consider that the practice has been successful in delivering committed and appropriately qualified new Directors who are able to serve the interests of READ's beneficiaries.

On appointment of a new Director, the Directors are required by the Governing Document to provide a copy of the Governing Document and previous Annual Reports and Statements of Account as part of the induction process.

However in practice, the Directors ensure through the above steps, any potential new Director has a detailed practical understanding of READ UK, its objectives and challenges by the time any consideration is given to appointment as a Director.

Directors are committed to ensuring the board is open to all committed volunteers who are able to progress through the stages set out above regardless of race, ethnic background, religion or gender. The Directors are particularly keen to reflect at board level the commitment and expertise of its female donors and volunteers.

# **Director Responsibilities**

To ensure that READ UK is best placed to achieve its aims and keeping in mind its size and the need to keep overhead costs proportionate, Directors are allocated specific responsibilities which broadly divide into either fundraising, regulatory or human resources. Within these broad categories, Directors provide both strategic direction and operational guidance.

### Risk Management

At each board meeting, the Directors give the appropriate level of attention to addressing the risks to which READ UK may be exposed to and take the appropriate steps to safeguard READ UK when planning its activities. In particular, Directors review at each board meeting the key risks likely to impact on individual fundraising initiatives and plan to mitigate such risks as part of their decision-making process

### **Financial Review**

This year has a seen a rise in the funds for Pakistan & Kashmir. As a result we are able to help more orphans and needy children access a better quality of education, thereby improving their chances of a brighter future.

There has also been an increase in field visits by school build donors. These donors have travelled out to Pakistan/ Kashmir to view first hand READ's work and attend the opening ceremony of their school. In addition, many more donors who have sponsored orphans,

have also managed to visit the sponsored orphans at their respective schools. This has resulted in positive feedback and word of mouth promotion to their network of family and friends.

We are constantly working on improving our work, following the independent audit conducted last year, we have tasked the CEO to ensure a follow up of the action points to be implemented in order to ensure continual improvement in the quality and scope of our work.

### Reserves Policy

The Directors have resolved to maintain a reserve fund to cover three months of core operating costs and any liabilities.

This should allow READ UK to meet any immediate demands on its resources and gives READ UK the working capital to respond quickly to the need to generate income, for example to provide immediate relief in humanitarian emergencies.

The ability to maintain reserves at appropriate levels on an on-going basis is now assisted by the improved cash-flows that READ UK benefits from, in particular the regular Direct Debit income.

# Funding Allocation

In FY 17-18 the Directors allocated funding to the following projects:

- Child and Orphan-Child Sponsorship Programmes
- School Enhancement Programme
- School Building Programme
- **Eid Gifts for Orphans**
- Back to School Campaign
- Winter Campaign

### **Fundraising**

During the 2017-2018 financial year, we expanded our fundraising team which enabled us to host numerous events across the country, increasing funds through numerous fundraising activities. During the busy period of Ramadan we capitalised on the communities increased generosity, through various appeals including, mosque collections, live TV appeals including Islam Channel and pre-Ramadan dinners.

During March and November we held two tours with famous Pakistani actor Noman Ijaz, which proved to be extremely successful. The second tour focused on targeting new donors across Bradford, Manchester, East and West London. This broadened our donor base, exposing new parts







of the community to our orphan sponsorship and school building initiatives. By doing so, we raised an amazing £201,000 from this tour.

This year we increased the number of charity dinners focusing solely on school builds, which resulted in the increase of schools being built in Pakistan and Kashmir. This included the Gori school, Bhimber school, Sangar refurbishment among others, which are expected to be completed over the coming months. Increasing our live appeal presence has not only proved to be successful in attracting more donors, but has helped to increase familiarity within the public sphere.





# Campaign Focus: Winter Campaign 2017

In November 2017 we launched our annual winter appeal which ran into January 2018.

Winter can be a difficult time for anyone, however, it truly becomes a fight for survival for those living in poverty across the world especially in the mountain regions of Pakistan and Kashmir where temperatures often fall well below zero and remain in the minus figures for months.

Many of our students and their families live in the mountainous and rural areas of Pakistan and Kashmir. During the harsh winter months they struggle to keep warm. They live in small mud huts and houses made out of tin sheets which fail to safe-guard them from the harsh winter elements. We have been running the winter appeal for several years and year on year it has been growing from strength to strength.

We offer our donors the opportunity to help orphans and their families by providing a winter warmer pack for as little as £30. This includes a winter coat, hat, scarf, gloves and winter shoes. Everything a child needs to keep warm during their journey from home to school.

We managed to provide 1,000 winter packs to needy orphaned children. This was distributed over 3 different districts according to where most needed.

We hope to continue this programme and increase year on year the success of this project.





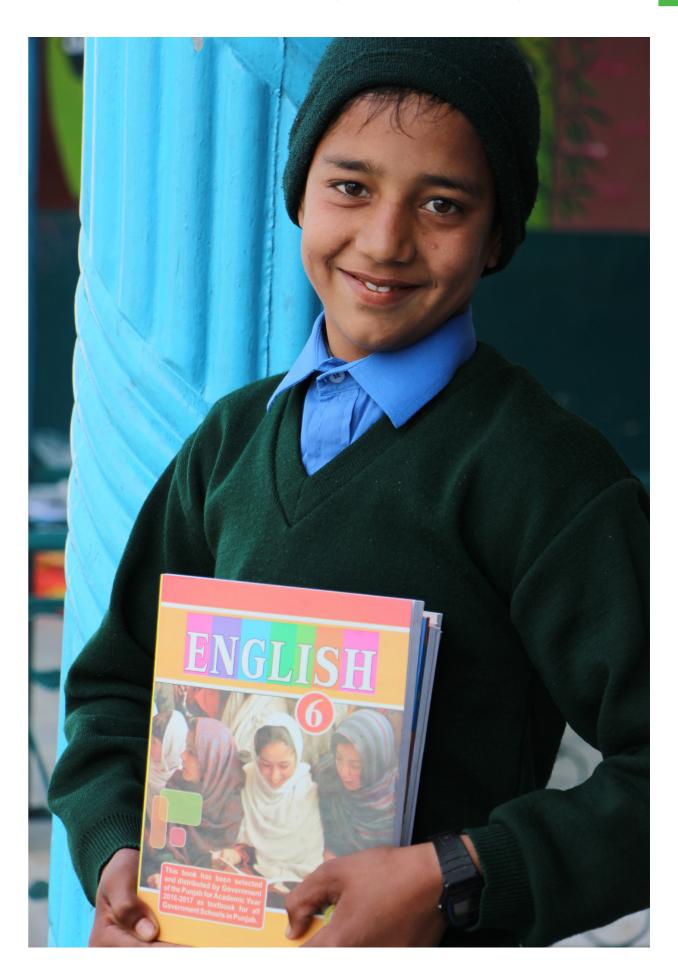
# READ Orphan Sponsorship Programme

The one to one orphan sponsorship programme is READ's flagship project; it's one of the core programmes. The simple process of allowing anyone to help a needy orphan access education is one of the most effective ways to break the cycle of poverty for as little as £30 per month (£1 a day) the donor transforms the life of sponsored orphans which gives them a brighter future for them and their families.

Sponsored orphans attend READ Foundation schools and are regularly monitored to ensure they are achieving to the best of their ability and potential.

THROUGH THE ONE TO ONE ORPHAN SPONSORSHIP PROGRAMME EACH ORPHAN IS PROVIDED WITH A NEW UNIFORM, SHOES, STATIONERY, SCHOOL BAG, THEIR TUITION/SCHOOL FEES ARE ALL PAID AS WELL AS MONTHLY STIPENDS FOR HOME TO ENSURE THEY HAVE ALL THAT IS REQUIRED TO FOCUS ON THEIR EDUCATION TO THRIVE AND PROSPER.





### **School Enhancement Programme**

The school enhancement programme works to improve the existing school environment and therefore enhances the quality of education. The Gori school has an enrolment of 301 boys and girls in kindergarten, primary and secondary grades including 39 orphan students.

All teachers currently working at the school have attended basic training to teach in their assigned subjects under READ Foundation's regular capacity building programme. Regular mentoring and follow up visits by a team of Education & Training Officers based at our Centre for Training & Coordination in Muzaffarabad is helping the school staff improve and grow continuously.

The refurbishment of the classrooms and the provision of the below facilities and equipment have had a significant impact on the quality of education in the school. The project will help create more opportunities for underprivileged children to receive quality education, improve learning outcomes of the students and increase enrolment.

#### The following interventions were undertaken at the school:

- Refurbishment of 11 classrooms ceiling, doors and windows, flooring, and electrical wiring
- Whitewash and paint work at the school's premises
- Age and grade-specific classroom furniture for 110 students
- Syllabi-based teaching-learning materials comprising Montessori equipment, decorative materials and whiteboards/soft boards to support early childhood learning at the school. The provision of syllabi-based materials to help the schools nurture young children with a full array of materials that create a complete and effective learning environment.
- Science laboratory equipment and supplies for the subjects of Physics,
   Chemistry and Biology
- Provision of a 1,000-gallon water tank
- Provision of a child friendly play area



### **School Construction Programme**

The global shortage of classrooms to achieve universal primary education is a compelling argument for building new schools. The UN millennial development goals identified the lack of primary education to be a key factor in hindering social and economic growth. Moreover, In 2018 UNICEF found that 63 million primary age children remain out of school.<sup>1</sup>

Thus, we are continuously striving to build more schools and classrooms, especially in rural communities, where poverty stricken families are unable to afford to send their children to school. Alongside which we are continuing to drive our Sponsor An Orphan initative, which allows them to attend these schools, covering thier tuition expenses.

We have a team of designers and construction specialists that oversee every new school build. Over the past ten years this has allowed schools to be built even into the sides of mountains in Kashmir.

In 2017/2018 we had several school opening ceremonies. Donors and their families travelled out to Pakistan, from the UK, to see first hand the schools they had contributed towards.

Donors maintain a long standing relationship with READ Foundation through the construction of these schools by making regular visits, building a bond with the students and teachers over the years.

1 https://data.unicef.org/topic/education/primary-education/



# **Project Focus: School Build Committee**

Running now for three years, the school build committee has been a successful programme. It allows those donors that cannot afford to build a school individually, to partake in sharing the cost with others. It consists of groups of people coming together and each donating £100 per month. This school build committee fund is then utilised to build a school collectively. To date the committe has already built two schools and is near completion of the third. As long as donors continue to donate £100 per month we will continue to build a brand new seismic compliant school every year.



### **Chair's Report**

Assalamu alaikum – May the peace and blessings of God be upon you all.

In 2018 we have had a fruitful year, raising the highest amount to date, an amazing £2.7 million. This has allowed us to help more children access quality education.

We've had continuous success with our school build construction programme year on year increasing the amount of schools being built and plan to continue on this upward trend. We have also invested in our one-to-one orphan sponsorship feedback programme which is one of READ's flagship projects. In addition to orphan school reports we have added to the feedback personal letters from the sponsored orphans, drawings and several pictures. This has been most welcomed by donors and greatly appreciated.

We have started some strategic UK partnerships with some of the largest children's charities in the UK namely Barnardo's. We have jointly funded a UK project targeting and focusing on disadvantaged youth. Providing those key skills and training they need to help build their confidence and social skills. Some have gone on to further studies with a view of going on to university whilst others have taken on apprenticeships where they are assured a job at the end of their training, providing them a stable future.

I recognise we would not have achieved what we have without the generosity and loyalty of our donors, volunteers and small but dedicated team of staff, to whom we are grateful. On behalf of the Board of Directors I would like to wholeheartedly thank you for all your support.

Education is the cornerstone for a prosperous society; education is the doorway out of poverty. Education is the passport to the future, for tomorrow belongs to those who prepare for it today. With your generous support, we can continue to make a real and lasting difference to orphans and needy children. Please continue supporting READ Foundation.

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Dr Yaqub Hussain Chair, READ UK



### **Report and Accounts**

31 March 2018

Annual Report and Financial Statements April 2017-March 2018

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### Independent Auditors' Report to the Trustees of the charitable company on the accounts for the year ended 31 March 2018

#### INTRODUCTION

We have audited the financial statements of READ FOUNDATION for the year ended 31 March 2018, as set out on pages 4 to 18, which comprise the Statement of Financial Activities, the Income and Expenditure Account, the Balance Sheet , the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard 102, (effective 1st January 2016), and the accounts have been prepared in accordance with FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015 (as amended by the Bulletin issued in February 2016) published by the Charity Commission in England & Wales (CCEW) ,effective January 2016, (The SORP), under the historical cost convention, and in accordance with the accounting policies set out on pages 42 - 43, which framework constitutes the applicable United Kingdom Generally Accepted Accounting Practice.

#### LIMITATION OF LIABILITY

This report is made solely to the Trustees of the charitable company, as a body, in accordance with the requirements of Section 154 of the Charities Act 2011 (The Act). Our work has been undertaken so that we might state to the Trustees those matters we are required to state to them in an Auditor's Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume liability or responsibility to anyone other than the Trustees as a body, for our work, for this report or for the opinions we have formed.

### RESPECTIVE RESPONSIBILITIES OF THE DIRECTORS, THE TRUSTEES AND OF THE AUDITORS

As described on page 9, the charitable company's Trustees, who are also the Directors of the Company for the purposes of Company law, are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice, applicable to smaller entities, and for being satisfied that the financial statements give a true and fair view.

We have been appointed as auditors under section 144(2) of The Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our responsibility is to audit and express an opinion on the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

We are required to report to the Trustees our opinion as to whether the financial statements give a true and fair view and have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and the Charities (Accounts and Reports) Regulations 2008.

We are also required to report to you if, in our opinion, the Trustees's Annual Report is materially inconsistent with the financial statements, if the charitable company has not kept adequate accounting records, if the charitable company's financial statements are not in agreement with the accounting records and returns, or if we have not received all the information and explanations we require for our audit, or if information specified by law regarding Trustees's remuneration and transactions with the charitable company is not disclosed.

#### **GENERIC SCOPE OF AN AUDIT**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the Trustees, and the overall presentation of the financial statements.

In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### PLANNING AND PERFORMING THE AUDIT

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board and in accordance with the Practice Note 'The Audit of Charities in the United Kingdom', revised in March 2012.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

#### ASSISTANCE WITH ACCOUNTANCY AND TAX MATTERS

In accordance with the exemption provided by APB Ethical Standard – Provisions Available for Smaller Entities, we have prepared and submitted the charitable company's returns to the tax authorities and assisted with the preparation of the accounts.

#### **ELIGIBILITY OF AUDITOR AND STATUS OF AUDIT**

Attention is drawn to the accounting policy stating that, notwithstanding the explicit requirement in the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, in view of the fact that the SORP 2005 has been withdrawn, and in order to accord with current best practice, the Trustees have determined to prepare the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015 (as amended by the Bulletin issued in February 2016). We concur with this approach, and any references in our report to the regulations should be read subject to this comment.

Annual Report and Financial Statements April 2017-March 2018

#### **OPINION ON THE FINANCIAL STATEMENTS**

In our opinion, the charitable company's financial statements:

- give a true and fair view of the state of affairs of the charitable company as at 31 March 2018 and of its Income and Expenditure for the financial year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to entities of its size and have been properly prepared in accordance with the requirements of the Charities Act 2011: and
- have been prepared in accordance with the methods and principles required by the FRS102 Statement
  of Recommended Practice for Accounting and Reporting issued by the Charity Commission in England
  & Wales (CCEW), effective January 2015 (The SORP), and those methods and principles have been
  followed.

### MATTERS UPON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you, if in our opinion:

- the charitable company has not kept adequate records; or
- the financial statements are not in agreement with the accounting records and returns; or
- if information specified by law regarding Directors' remuneration and transactions with the charity is not disclosed.
- we have not received all the information and explanations we require for our audit

MR P. JAYAWARDENE - Senior Statutory Auditor

Vax a and

For and on behalf of Gardezi Jay & Company Registered Auditors

Chartered Accountants and Statutory Auditors.

4A The Avenue Highams Park London Essex E4 9LD

This report was signed on 11 August 2018

# Statement of Financial Activities for the year ended 31 March 2018

Statement of Financial Activities (including the Income and Expenditure Account for the year ended 31 March 2018, as required by the Companies Act 2006)

|  | SORP<br>Ref    | Current year<br>Unrestricted<br>Funds<br>2018<br>£ | Current year<br>Restricted<br>Funds<br>2018<br>£ | Current Year<br>Total Funds<br>2018<br>£ | Prior Year<br>Total Funds<br>2017<br>£ |
|--|----------------|--|--|--|--|
| Income & Endowments  |                |  |  |  |  |
| Donations & Legacies<br>Income from charitable activities<br>Investments | A1<br>A2<br>A4 | 682,750<br>-<br>2,440                              | 2,057,577<br>9,505<br>-                          | 2,740,327<br>9,505<br>2,440              | 2,218,252<br>7,362<br>3,132            |
| Total income   | A              | 685,190  | 2,067,082  | 2,752,272                                | 2,228,746                              |
| Expenditure on   |                |  |  |  |  |
| Raising funds<br>Charitable activities                                   | B1<br>B2       | -<br>270,309                                       | 575,212<br>1,586,790                             | 575,212<br>1,857,099                     | 582,161<br>1,935,375                   |
| Total expenditure  | В              | 270,309  | 2,162,002  | 2,432,311                                | 2,517,536                              |
| Net income/ (expenditure) for the year                                   |                | 414,881  | (94,920)   | 319,961                                  | (288,790)                              |
| Net income after transfers   | A-B            | 414,881  | (94,920)   | 319,961                                  | (288,790)                              |
| Net movements in funds   |                | 414,881  | (94,920)   | 319,961                                  | (288,790)                              |
| Reconciliation of funds:   | E              | -  | -  | -  | -                                      |
| Total funds brought forward  |                | 268,157  | 213,609  | 481,766                                  | 770,556                                |
| Total Funds carried forward  |                | 683,038  | 118,689  | 801,727                                  | 481,766                                |

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.

All activities derive from continuing operations

The notes attached on pages 35 to 42 form an integral part of these accounts.

Annual Report and Financial Statements April 2017-March 2018

#### Statement of Financial Activities for the year ended 31 March 2018

#### ANALYSIS OF PRIOR YEAR TOTAL FUNDS, AS REQUIRED BY PARAGRAPH 4.2 OF THE SORP

|  | SORP<br>Ref    | Prior year<br>Unrestricted<br>Funds<br>2017<br>£ | Prior year<br>Restricted<br>Funds<br>2017<br>£ | Prior Year<br>Total Funds<br>2017<br>£ |
|--|----------------|--|--|--|
| Income & Endowments from                                     |                |  |  |  |
| Donations & Legacies<br>Charitable activities<br>Investments | A1<br>A2<br>A4 | 340,705<br>-<br>3,132                            | 1,877,547<br>7,362<br>-                        | 2,218,252<br>7,362<br>3,132            |
| Total income   | А              | 343,837  | 1,884,909                                      | 2,228,746                              |
| Expenditure on   |                |  |  |  |
| Raising funds<br>Charitable activities                       | B1<br>B2       | -<br>211,120                                     | 582,161<br>1,724,255                           | 582,161<br>1,935,375                   |
| Total expenditure  | В              | 211,120  | 2,306,416                                      | 2,517,536                              |
| Net expenditure for the year                                 |                | 132,717  | (421,507)                                      | (288,790)                              |
| Net income after transfers                                   |                | 132,717  | (421,507)                                      | (288,790)                              |
| Net movement in funds  |                | 132,717  | (421,507)                                      | (288,790)                              |
| Reconciliation of funds                                      | E              |  |  |  |
| Total funds brought forward                                  |                | 135,440  | 635,116  | 770,556                                |
| Total funds carried forward                                  |                | 268,157  | 213,609  | 481,766                                |

#### All activities derive from continuing operations

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.

The notes attached on pages 35 to 42  $\,$  form an integral part of these accounts.

#### Statement of Financial Activities for the year ended 31 March 2018

#### RESOURCES APPLIED IN THE YEAR ENDED 31 MARCH 2018 TOWARDS FIXED ASSETS FOR CHARITY USE:

| Net resources available to fund charitable activities  | 319,961      | (290,461)            |
|--|--------------|----------------------|
| Funds generated in the year as detailed in the SOFA Resources applied on functional fixed assets | 319,961<br>- | (288,790)<br>(1,671) |
|  | 2018<br>£    | 2017<br>£            |

The resources applied on fixed assets for charity use represents the cost of additions less proceeds of any disposals.

#### MOVEMENTS IN REVENUE AND CAPITAL FUNDS FOR THE YEAR ENDED 31 MARCH 2018

#### **REVENUE ACCUMULATED FUNDS**

|  | Unrestricted<br>Funds<br>2018<br>£ | Restricted<br>Funds<br>2018<br>£ | Total<br>Funds<br>2018<br>£ | Last Year<br>Total Funds<br>2017<br>£ |
|--|------------------------------------|----------------------------------|-----------------------------|---------------------------------------|
| Accumulated funds brought forward            | 268,157                            | 213,609                          | 481,766                     | 770,556                               |
| Recognised gains and losses before transfers | 414,881                            | (94,920)                         | 319,961                     | (288,790)                             |
|  | 683,038                            | 118,689                          | 801,727                     | 481,766                               |
|  |                                    |                                  |                             |                                       |
| Closing revenue funds                        | 683,038                            | 118,689                          | 801,727                     | 481,766                               |

#### **SUMMARY OF FUNDS**

|                           | Unrestricted and | Restricted | Total   | Last Year   |
|---------------------------|------------------|------------|---------|-------------|
|                           | Designate funds  | Funds      | Funds   | Total Funds |
|                           | 2018             | 2018       | 2018    | 2017        |
|                           | £                | £          | £       | £           |
| Revenue accumulated funds | 683,038          | 118,689    | 801,727 | 481,766     |

The notes attached on pages 35 to 42 form an integral part of these accounts.

Annual Report and Financial Statements April 2017-March 2018

#### Statement of Financial Activities for the year ended 31 March 2018

### INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2018 AS REQUIRED BY THE COMPANIES ACT 2006

|   | 2018<br>£                              | 2017<br>£                              |
|---|--|--|
| Income  |  |  |
| Income from operations  | 2,749,832                              | 2,225,614                              |
| Investment income<br>Profit from investment   | 2,440                                  | 3,132                                  |
| Gross income in the year before exceptional items   | 2,752,272                              | 2,228,746                              |
| Gross income in the year including exceptional items  | 2,752,272                              | 2,228,746                              |
| Expenditure   |  |  |
| Charitable expenditure, excluding depreciation and amortisation<br>Depreciation and amortisation<br>Fundraising costs<br>Governance costs | 1,849,706<br>2,530<br>575,212<br>4,863 | 1,924,651<br>4,724<br>582,161<br>6,000 |
| Total expenditure in the year   | 2,432,311                              | 2,517,536                              |
| Net income before tax in the financial year   | 319,961                                | (288,790)                              |
| Net income after tax in the financial year  | 319,961                                | (288,790)                              |
| Retained surplus for the financial year   | 319,961                                | (288,790)                              |

All activities derive from continuing operations

In accordance with the provisions of the Companies Act 2006, the headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

The notes attached on pages 35 to 42 form an integral part of these accounts.

### **Balance Sheet as at 31 March 2018**

|  | Note        | SORP<br>Ref   | 2018<br>£          | 2017<br>£ |
|--|-------------|---------------|--------------------|-----------|
| Fixed assets Tangible assets                                       | 11          | A<br>A2       | 5,138              | 7,668     |
| Current assets Debtors Cash at bank and in hand                    | 12          | B<br>B2<br>B4 | 236,392<br>664,574 | 1,483     |
| Total Current Assests  |             |               | 900,966            | 652,364   |
| Creditors: amounts falling due within one year                     | 13          | C1            | (104,377)          | (178,266) |
| Net current assets   |             |               | 796,589            | 474,098   |
| The total net assets of the charity                                |             |               | 801,727            | 481,766   |
| The total net assets of the charity are funded by the funds of the | charity, as | follows:      |                    |           |
| Restricted funds<br>Restricted Revenue Funds                       | 17          | D2            | 118,689            | 213,609   |
| Unrestricted Funds   |             |               |                    |           |
| Unrestricted Revenue Funds   | 17          | D3            | 683,038            | 268,157   |
| Designated Funds   |             |               |                    |           |
| Total charity funds  |             |               | 801,727            | 481,766   |

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA.

#### Annual Report and Financial Statements April 2017-March 2018

### **Balance Sheet as at 31 March 2018**

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act. The directors acknowledge of their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The charity is subject to audit under charity legislation, and the report of the Charities Act auditor is on pages 30-33.

The financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.

DR YAQUB HUSSAIN

Trustee

Approved by the board of trustees on 11 Auguest 2018

The notes attached on pages 35 to 42 form an integral part of these accounts.

## Cash Flow Statement for the year ended 31 March 2018

| Cash flows from operating activities   |     | 2018<br>£         | 2017<br>£         |
|--|-----|-------------------|-------------------|
| Net cash provided by operating activities as shown below   | А   | 11,253            | (87,865)          |
| Cash flows from investing activities Other investment income, including rents from investments Purchase of property, plant and equipment     |     | 2,440<br>-        | 3,132<br>(1,671)  |
| Net cash provided by investing activities  | В   | 2,440             | 1,461             |
| Overall cash provided by all activities  | A+B | 13,693            | 89,326            |
| Cash movements Change in cash and cash equivalents from activities in the year ended 31 March 2018 Cash and cash equivalents at 1 April 2017 |     | 13,693<br>650,881 | 89,326<br>561.555 |
| Cash at bank and in hand less overdrafts at 31 March   |     | 664,574           | 650,881           |

#### Reconciliation of net income / (expenditure) to net cash flow from operating activities

| Net income / (expenditure) as shown in the Statement of Financial Activities   | 319,961                                   | (288,790)                              |
|--|---|--|
| Adjustments for:- Depreciation charges Dividends, interest and rents from investments (Increase)/decrease in debtors (Decrease)/increase in creditors, excluding loans | 2,530<br>(2,440)<br>(234,909)<br>(73,889) | 4,724<br>(3,132)<br>208,202<br>166,861 |
| Net cash provided by operating activities A  | 11,253                                    | 87,865                                 |
| Analysis of cash and cash equivalents  | 2018<br>£                                 | 2017<br>£                              |
| Cash in hand at for the year ended 31 March 2018   | 664,574                                   | 650,881                                |
| Total cash and cash equivalents  | 664,574                                   | 650,881                                |

# Notes to the Accounts for the year ended 31 March 2018

#### 1. ACCOUNTING POLICIES

Policies relating to the production of the accounts.

#### Basis of preparation and accounting convention

The accounts have been prepared on the accruals basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015 (as amended by the Bulletin issued in February 2016) published by the Charity Commission in England & Wales (CCEW), effective January 2016, (The SORP), and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015 (as amended by the Bulletin issued in February 2016) in preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

#### Policies relating to categories of income and income recognition.

#### **Nature of income**

Gross income represents the value of donations received from donors.

#### Income recognition

Income is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

#### Notes to the Accounts for the year ended 31 March 2018

#### Accounting for deferred income and income received in advance

Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms or conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms or conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the balance sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned, and, where applicable, is accounted for as a liability and shown on the balance sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

#### Policies relating to expenditure on goods and services provided to the charity.

#### Recognition of liabilities and expenditure

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated.

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

Annual Report and Financial Statements April 2017-March 2018

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#### Notes to the Accounts for the year ended 31 March 2018

#### Allocating costs to activities

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied, and proportionate to the circumstances, is :-

**Staffing** - on the basis of time spent in connection with any particular activity.

**Staffing** - on a per capita basis, based on the number of of people employed within any particular activity. **Premises related costs** - on the proportion of floor area occupied by a particular activity.

**Non specific support costs** - on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures

#### **Volunteers**

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity. However, the trustees value the significant contribution made to the activities of the charity by unpaid volunteers and this is described more fully in Note 5.

#### Policies relating to assets, liabilities and provisions and other matters.

#### **Tangible fixed assets**

Tangible fixed assets are measured at their original cost value, or subsequent revaluation, or if donated, as described above. Cost value includes all costs expended in bringing the asset into its intended working condition.

Depreciation has been provided at the following rates in order to write off the assets to their anticipated residual value over their estimated useful lives.

Plant and machinery 33.3% reducing balance

#### **Debtors**

Debtors are measured at their recoverable amounts at the balance sheet date.

#### Financial instruments including cash and bank balances

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

#### 2. LIABILITY TO TAXATION

As a registered charity, the organisation is exempt from income and corporation tax to the extent that its income and gains are applied towards the charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

#### 3. WINDING UP OR DISSOLUTION OF THE CHARITY

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

#### Annual Report and Financial Statements April 2017-March 2018

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#### Notes to the Accounts for the year ended 31 March 2018

#### 4. NET SURPLUS BEFORE TAX IN THE FINANCIAL YEAR

|  | 2018<br>£      | 2017<br>£      |
|--|----------------|----------------|
| The net surplus before tax in the financial year is stated after charging: |                |                |
| Depreciation of owned fixed assets<br>Auditors' remuneration               | 2,530<br>3,000 | 4,724<br>6,000 |

#### 5. THE CONTRIBUTION OF VOLUNTEERS

The volunteers work tirelessly to achieve the goals of the charity and their contributions cannot be measured.

#### 6. STAFF COSTS AND EMOLUMENTS

| O. O. I. A. I. COOTO TAILO EN TOLO PIETE TO   |                            |                   |
|---|----------------------------|-------------------|
| Salary costs  | 2018<br>£                  | 2017<br>£         |
| Gross Salaries excluding trustees and key management personnel<br>Employer's National Insurance for all staff<br>Employer's operating costs of defined contribution pension schemes | 272,711<br>25,542<br>1,842 | 286,735<br>18,737 |
| Total salaries, wages and related costs   | 300,095                    | 305,472           |
| Numbers of full time employees or full time equivalents   | 2018                       | 2017              |
| The average number of total staff employed in the year was  | 13                         | 15                |
| The estimated full time equivalent number of all staff in the year was  | 13                         | 15                |
| Engaged on charitable activities  | 13                         | 15                |
| The estimated full time equivalent number of all staff employed as above  | 13                         | 15                |
|   |                            |                   |

Neither the trustees nor any persons connected with them have received any remuneration from the charity or any related entity, either in the current or prior year.

No employees received emoluments (excluding pension costs) in excess of £60,000 per annum.

#### 7. DEFINED CONTRIBUTION PENSION SCHEMES

The charity operates a defined contribution pension scheme, using NEST as pension provider.

Any liabilites and assets associated with the scheme are shown under debtors and creditors.

### 8. REMUNERATION AND PAYMENTS TO DIRECTORS AND PERSONS CONNECTED WITH THEM

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

#### 9. TRUSTEES' EXPENSES

The expenses reimbursed to trustees, or paid directly to third parties, in the current or prior year, was as shown below

Notes to the Accounts for the year ended 31 March 2018

| snown below.                       | 2018<br>£ | 2017<br>£ |
|------------------------------------|-----------|-----------|
| The amount reimbursed to Directors | 1,863     | -         |

The nature of the Directors' expenses were refreshments & travel.

#### 10. HERITAGE ASSETS NOT INCLUDED IN THE ACCOUNTS

There are no Heritage assets.

#### 11. TANGIBLE FIXED ASSETS

|  | Plant &<br>Machinery<br>£ | Total<br>£  |
|--|---------------------------|-------------|
| Cost<br>At 1 April 2017<br>Additions                     | 16,919<br>-               | 16,919<br>- |
| At 31 March 2018   | 16,919                    | 16,919      |
| Depreciation   |                           |             |
| At 1 April 2017  | 9,251                     | 9,251       |
| Charge for the year                                      | 2,530                     | 2,530       |
| At 31 March 2018   | 11,781                    | 11,781      |
| Net book value   |                           |             |
| At 31 March 2018   | 5,138                     | 5,138       |
| At 31 March 2017   | 7,668                     | 7,668       |
| 12. DEBTORS  |                           |             |
|  | 2018<br>£                 | 2017<br>£   |
| Prepayments and accrued income                           | 25,068                    | 1,483       |
| Other debtors  | 211,324                   | -           |
|  | 236,392                   | 1,483       |
| Defined contribution pension scheme prepaid by less than | one year                  | -           |

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#### Notes to the Accounts for the year ended 31 March 2018

#### 13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

|   | 2018<br>£ | 2017<br>£ |
|---|-----------|-----------|
| Accruals  | 6,000     | 9,000     |
| PAYE, NIC VAT and other taxes                                       | 9,183     | -         |
| Other creditors   | 88,823    | 169,266   |
|   | 104,006   | 178,266   |
| Defined contribution pension scheme liabilities due within one year | 371       | -         |

#### 14. INCOME AND EXPENDITURE ACCOUNT SUMMARY

|  | 2018<br>£          | 2017<br>£            |
|--|--------------------|----------------------|
| At 1 April 2017<br>(Loss) / Surplus after tax for the year | 481,766<br>319,961 | 770,556<br>(288,790) |
| At 31 March 2018   | 801,727            | 481,766              |

#### 15. NO RELATED PARTY TRANSACTIONS

There were no transactions with related parties in the year.

### 16. PARTICULARS OF HOW PARTICULAR FUNDS ARE REPRESENTED BY ASSETS AND LIABILITIES

|   | Unrestricted<br>Funds | Designated<br>Funds | Restricted<br>Funds | Total<br>Funds |
|---|-----------------------|---------------------|---------------------|----------------|
|   | £                     | £                   | £                   | £              |
| At 31 March 2018                                |                       |                     |                     |                |
| Tangible Fixed Assets Investments at valuation: | 5,138                 |                     | -                   | 5,138          |
| Current Assets                                  | 782,277               |                     | 118,689             | 900,966        |
| Current Liabilities                             | (104,377)             |                     | ,                   | (104,377)      |
|   | 683,038               |                     | 118,689             | 801,727        |
|   |                       |                     |                     |                |
| At 1 April 2017                                 |                       |                     |                     |                |
| Tangible Fixed Assets Investments at valuation: | 7,668                 |                     | -                   | 7,668          |
| Current Assets                                  | 438,755               |                     | 213,609             | 652,364        |
| Current Liabilities                             | (178,266)             |                     | =                   | (178,266)      |
|   | 268,157               |                     | 213,609             | 481,766        |
|   |                       |                     |                     |                |

#### Notes to the Accounts for the year ended 31 March 2018

### 17. CHANGE IN TOTAL FUNDS OVER THE YEAR AS SHOWN IN NOTE 16, ANALYSED BY INDIVIDUAL FUNDS

| 481,766              | 319,961   |   | 801,727  |
|----------------------|---|---|--|
| 213,609              | (94,920)  |   | 118,689  |
| (3,015,834)          | (1,586,790)   |   | (4,602,624)  |
| (1,111,017)          | (575,212)   |   | (1,686,229)  |
| 518,603              | -   |   | 518,603  |
| 38,805               | 9,505   |   | 48,310   |
| 3,783,052            | 2,057,577   |   | 5,840,629  |
|                      |   |   |  |
| 268,157              | 414,881   |   | 683,038  |
| 268,157              | 414,881   |   | 683,038  |
|                      |   |   |  |
| £                    | £   | See Note 0<br>£   | £  |
|                      | See Note 17   |   |  |
| forward from<br>2017 | funds in 2018   | between<br>funds in 2018  | forward to 201   |
| Funds brought        | Movement in   | Transfers   | Funds carried  |
|                      | forward from 2017  £  268,157  268,157  3,783,052 38,805 518,603 (1,111,017) (3,015,834)  213,609 | forward from 2017  funds in 2018  See Note 17  f  f  f  f  268,157  414,881  268,157  414,881  3,783,052 3,805 518,603 (1,111,017) (3,015,834)  213,609  (94,920) | forward from 2017  See Note 17  £  268,157  414,881  268,157  414,881  3,783,052 2,057,577 38,805 9,505 518,603 - (1,111,017) (575,212) (3,015,834)  (1,586,790)  213,609  funds in 2018  See Note 0 £  \$20,057,577 \$3,805 \$1,005 |

### 18. ANALYSIS OF MOVEMENTS IN FUNDS OVER THE YEAR AS SHOWN IN NOTE 17

|                                      | Income<br>2018 | Expenditure<br>2018 | Gains &<br>Losses<br>2018 | Movement<br>in funds<br>2018 |
|--------------------------------------|----------------|---------------------|---------------------------|------------------------------|
|                                      | £              | £                   | £                         | £                            |
| Unrestricted and designated funds:   |                |                     |                           |                              |
| Unrestricted revenue funds           | 685,190        | (270,309)           |                           | 414,881                      |
| Restricted funds:                    |                |                     |                           |                              |
| Donations & Legacies                 | 2,057,577      | -                   |                           | 2,057,577                    |
| Income from charitable activities    | 9,505          | -                   |                           | 9,505                        |
| Cost of raising funds                | -              | (575,212)           |                           | (575,212)                    |
| Expenditure on charitable activities | -              | (1,586,790)         |                           | (1,586,790)                  |
|                                      | 2,752,272      | (2,432,311)         |                           | 319,961                      |

#### Notes to the Accounts for the year ended 31 March 2018

### 19. THE PURPOSES FOR WHICH THE FUNDS AS DETAILED IN NOTE 17 ARE HELD BY THE CHARITY ARE:

#### **Unrestricted and designated funds:**

Unrestricted revenue funds

These funds are held for the meeting of the objectives of the charity, and to provide reserves for future activities, and, subject to charity legislation, are free from all restrictions on their use.

Unrestricted revaluation reserve

This fund represents the unrestricted surplus arising on the revaluation of the charity's assets.

#### **Restricted funds:**

Restricted fixed asset funds

The purpose of these funds is described under the accounting policy 'Accounting for capital grants and fixed asset funds'

Restricted revaluation reserve

This fund represents the restricted surplus arising on the revaluation of the charity's assets.

Donations & Legacies

Restricted for the purpose restricted by the donor.

#### 20. ULTIMATE CONTROLLING PARTY

The charity is under the control of its legal members.

#### Annual Report and Financial Statements April 2017-March 2018

# Detailed analysis of income and expenditure for the year ended 31 March 2018 as required by the SORP 2015

This analysis is classified by conventional nominal descriptions and not by activity.

#### 21. DONATIONS AND LEGACIES

| Donations and gifts from individuals               | Current year<br>Unrestricted<br>Funds<br>2018<br>£ | Current year<br>Restricted<br>Funds<br>2018<br>£ | Current year<br>Total<br>Funds<br>2018<br>£ | Prior year<br>Total<br>Funds<br>2017<br>£ |
|--|--|--|---|---|
| •  |  |  |   |   |
| Small donations individually less than £1000       | 120  | 994,961  | 995,081                                     | 938,930                                   |
| Individual Donation > £1,000 less than £5,000      | -  | 12,450   | 12,450                                      | 8,413                                     |
| Individual Donation > £5,000 less than £10,000     | -  | 6,112  | 6,112                                       | 6,084                                     |
| Individual Donation > £10,000 less than £50,000    | -  | 204,131  | 204,131                                     | 210,035                                   |
| Individual Donation > £50,000 less than £100,000   | -  | 250,940  | 250,940                                     | 307,764                                   |
| Individual Donation > £100,000 less than £1000,000 | 421,868  | 588,983  | 1,010,851                                   | 489,429                                   |
| Total donations and gifts from individuals         | 421,988  | 2,057,577  | 2,479,565                                   | 1,960,655                                 |
| Gift Aid   |  |  |   |   |
| HMRC - Gift Aid                                    | 260,762  | -  | 260,762                                     | 257,597                                   |
| Total Gift Aid                                     | 260,762  | -  | 260,762                                     | 257,597                                   |
| Total Donations and Legacies A1                    | 682,750  | 2,057,577  | 2,740,327                                   | 2,218,252                                 |

#### 22. INCOME FROM CHARITABLE ACTIVITIES - TRADING ACTIVITIES

|   | Current year<br>Unrestricted<br>Funds<br>2018<br>£ | Current year<br>Restricted<br>Funds<br>2018<br>£ | Current year<br>Total<br>Funds<br>2018<br>£ | Prior year<br>Total<br>Funds<br>2017<br>£ |
|---|--|--|---|---|
| Primary purpose and ancillary trading       |  |  |   |   |
| Ticket Sales                                | -  | 9,505  | 9,505                                       | 7,362                                     |
| Total Primary purpose and ancillary trading | -  | 9,505  | 9,505                                       | 7,362                                     |
|   |  |  |   |   |

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#### Annual Report and Financial Statements April 2017-March 2018

### Detailed analysis of income and expenditure for the year ended 31 March 2018 as required by the SORP 2015

#### 23. TOTAL INCOME FROM CHARITABLE ACTIVITIES

|                                      |    | Current year<br>Unrestricted<br>Funds<br>2018<br>£ | Current year<br>Restricted<br>Funds<br>2018<br>£ | Current year<br>Total<br>Funds<br>2018<br>£ | Prior year<br>Total<br>Funds<br>2017<br>£ |
|--------------------------------------|----|--|--|---|---|
| Total income from charitable trading |    | -  | 9,505  | 9,505                                       | 7,362                                     |
| Total from charitable activities     | A2 | -  | 9,505  | 9,505                                       | 7,362                                     |

#### **24. INVESTMENT INCOME**

|                         |    | Current year<br>Unrestricted<br>Funds<br>2018<br>£ | Current year<br>Restricted<br>Funds<br>2018<br>£ | Current year<br>Total<br>Funds<br>2018<br>£ | Prior year<br>Total<br>Funds<br>2017<br>£ |
|-------------------------|----|--|--|---|---|
| Other investment income |    | 2,440  | -  | 2,440                                       | 3,132                                     |
| Total investment income | A4 | 2,440  | -  | 2,440                                       | 3,132                                     |

#### 25. EXPENDITURE ON CHARITABLE ACTIVITIES - DIRECT SPENDING

| Total direct spending                          | B2a            | 169,808                               | 169,809                             | 339,617                        | 332,504                      |
|--|----------------|---------------------------------------|-------------------------------------|--------------------------------|------------------------------|
| Recruitment Expenses                           |                | 3,201                                 | 3,201                               | 6,402                          | -                            |
| Training and welfare - Staff                   |                | 368                                   | 369                                 | 737                            | 1,284                        |
| Travel and Subsistence - Charitable Activities | S              | 16,192                                | 16,191                              | 32,383                         | 25,748                       |
| Temporary Staff - Charitable Activities        |                | 7,175                                 | 7,176                               | 14,351                         | 27,258                       |
| Defined contribution pension costs - charita   | ble activities | 921                                   | 921                                 | 1,842                          | -                            |
| Employers' NI - Charitable activities          |                | 12,771                                | 12,771                              | 25,542                         | 18,737                       |
| Gross wages and salaries - charitable activiti | es             | 129,180                               | 129,180                             | 258,360                        | 259,477                      |
|  |                | 2018<br>£                             | 2018<br>£                           | 2018<br>£                      | 2017<br>£                    |
|  |                | Current year<br>Unrestricted<br>Funds | Current year<br>Restricted<br>Funds | Current year<br>Total<br>Funds | Prior year<br>Total<br>Funds |

### Detailed analysis of income and expenditure for the year ended 31 March 2018 as required by the SORP 2015

### 26. EXPENDITURE ON CHARITABLE ACTIVITIES- GRANT FUNDING OF ACTIVITIES

| Grants made to organisations                                   |       | Current year<br>Unrestricted<br>Funds<br>2018<br>£ | Current year<br>Restricted<br>Funds<br>2018<br>£<br>1,373,197 | Current year<br>Total<br>Funds<br>2018<br>£<br>1,429,914 | Prior year<br>Total<br>Funds<br>2017<br>£ |
|--|-------|--|---|--|---|
| Total grantmaking costs  | B2c   | 56,717   | 1,373,197   | 1,429,914  | 1,513,131                                 |
| Breakdown of Grants made to organisate                         | tions |  |   |  |   |
|  |       | Current year<br>Unrestricted<br>Funds<br>2018<br>£ | Current year<br>Restricted<br>Funds<br>2018<br>£              | Current year<br>Total<br>Funds<br>2018<br>£              | Prior year<br>Total<br>Funds<br>2017<br>£ |
| Science Lab<br>Afzalpur Mirpur School<br>Charhoi School        |       | 29,044<br>-<br>-                                   | -<br>11,540<br>85,000   | 29,044<br>11,540<br>85,000                               | -   |
| Build a School Islam Channel<br>Read Afaq Cef Teacher Training |       | -<br>-   | 30,000<br>100,000   | 30,000<br>100,000  | 30,000<br>170,649<br>-                    |
| School Build<br>Bees Bagla School<br>Basnara School            |       | 2,100<br>-<br>-                                    | -<br>55,000<br>90,000   | 2,100<br>55,000<br>90,000                                | 20,000<br>49,116<br>162,617               |
| Other School Enhancements                                      |       | 25,573<br>-<br>-                                   | 4,671<br>26,423   | 30,244<br>26,423   | 26,095<br>11,450                          |
| Food for Needy<br>Rehala School<br>DAB School                  |       | -<br>-<br>-  | 31,165<br>-<br>45,000   | 31,165<br>-<br>45,000                                    | 4,973<br>51,500<br>30,000                 |
| Mallot School<br>Soroll School                                 |       | -  | 10,000  | 10,000   | 41,000<br>25,000                          |
| Qurbani<br>Panjgran School<br>Orphan-Sponsorship (Worldwide)   |       | -<br>-<br>-  | 12,672<br>60,000<br>811,726                                   | 12,672<br>60,000<br>811,726                              | -<br>75,000<br>815,731                    |
|  |       | 56,717   | 1,373,197   | 1,429,914  | 1,513,131                                 |

Detailed analysis of income and expenditure for the year ended 31 March 2018 as required by the SORP 2015

#### 27. SUPPORT COSTS FOR CHARITABLE ACTIVITIES

|   | Current year<br>Unrestricted<br>Funds<br>2018<br>£ | Current year<br>Restricted<br>Funds<br>2018<br>£ | Current year<br>Total<br>Funds<br>2018<br>£ | Prior year<br>Total<br>Funds<br>2017<br>£ |
|---|--|--|---|---|
| Premises Expenses   |  |  |   |   |
| Rent, Rates and water charges   | 6,464  | 6,464  | 12,928                                      | 12,992                                    |
| Light heat and power  | 1,614  | 1,615  | 3,229                                       | 4,312                                     |
| Cleaning and waste management   | 528  | 528  | 1,056                                       | 2,875                                     |
| Premises repairs, renewals and maintenance  | 73   | 73   | 146   | 313                                       |
| Property insurance  | 732  | 732  | 1,464                                       | 1,110                                     |
| Administrative overheads  |  |  |   |   |
| Telephone, fax and internet   | 3,866  | 3,864  | 7,730                                       | 9,984                                     |
| Stationery and printing   | 3,936  | 3,937  | 7,873                                       | 15,054                                    |
| Subscriptions to periodicals  | 1,763  | 1,763  | 3,526                                       | 1,470                                     |
| Hire of equipment   | -  | -  | -   | 152                                       |
|   |  | C 774  | 13,462                                      | 2,107                                     |
| Software licences and expenses  | 6,731  | 6,731  | 13,402                                      | _/_ /                                     |
| Software licences and expenses<br>Sundry expenses   | 6,/31<br>2,883                                     | 2,882  | 5,765                                       | 928                                       |
|   | 2,883  | .,   | •   | •   |
| Professional fees paid to advisors other than the au  Accountancy fees other than examination or audit fees Legal fees  | 2,883<br>uditor or examiner<br>-<br>927<br>9,479   | -<br>926<br>9,480                                | 5,765<br>-<br>1,853<br>18,959               | 4,175<br>685<br>20,230                    |
| Professional fees paid to advisors other than the au Accountancy fees other than examination or audit fees Legal fees Other legal and professional                              | 2,883  uditor or examiner  - 927 9,479  1,092      | 2,882<br>-<br>926<br>9,480<br>1,092              | 5,765<br>-<br>1,853<br>18,959<br>2,184      | 4,175<br>685<br>20,230<br>2,629           |
| Professional fees paid to advisors other than the au Accountancy fees other than examination or audit fees Legal fees Other legal and professional Financial costs              | 2,883<br>uditor or examiner<br>-<br>927<br>9,479   | -<br>926<br>9,480                                | 5,765<br>-<br>1,853<br>18,959               | 4,175<br>685<br>20,230                    |
| Professional fees paid to advisors other than the au Accountancy fees other than examination or audit fees Legal fees Other legal and professional Financial costs Bank charges | 2,883  uditor or examiner  - 927 9,479  1,092      | 2,882<br>-<br>926<br>9,480<br>1,092              | 5,765<br>-<br>1,853<br>18,959<br>2,184      | 4,175<br>685<br>20,230<br>2,629           |

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#### Detailed analysis of income and expenditure for the year ended 31 March 2018 as required by the SORP 2015

#### 28. OTHER EXPENDITURE - GOVERNANCE COSTS

| Auditor's fees<br>Trustees' expenses | Current year<br>Unrestricted<br>Funds<br>2018<br>£<br>1,500<br>931 | Current year Restricted Funds 2018 £  1,500 932 | Current year<br>Total<br>Funds<br>2018<br>£<br>3,000<br>1,863 | Prior year<br>Total<br>Funds<br>2017<br>£<br>6,000 |
|--------------------------------------|--|---|---|--|
| Total Governance costs               | 2,431  | 2,432   | 4,863   | 6,000  |

#### 29. TOTAL CHARITABLE EXPENDITURE

|  |     | Current year<br>Unrestricted<br>Funds<br>2018<br>£ | Current year<br>Restricted<br>Funds<br>2018<br>£ | Current year<br>Total<br>Funds<br>2018<br>£ | Prior year<br>Total<br>Funds<br>2017<br>£ |
|--|-----|--|--|---|---|
| Total direct spending                      | B2a | 169,808  | 169,809  | 339,617                                     | 332,504                                   |
| Total grantmaking costs                    | B2c | 56,717   | 1,373,197  | 1,429,914                                   | 1,513,131                                 |
| Total support costs Total Governance costs | B2d | 41,353   | 41,352   | 82,705                                      | 83,740                                    |
|  | B2e | 2,431  | 2,432  | 4,863                                       | 6,000                                     |
| Total charitable expenditure               | B2  | 270,309  | 1,586,790  | 1,857,099                                   | 1935,375                                  |

#### **30. EXPENDITURE ON RAISING FUNDS AND COSTS OF INVESTMENT MANAGEMENT**

|   |    | Current year<br>Unrestricted<br>Funds<br>2018<br>£ | Current year<br>Restricted<br>Funds<br>2018<br>£ | Current year<br>Total<br>Funds<br>2018<br>£ | Prior year<br>Total<br>Funds<br>2017<br>£ |
|---|----|--|--|---|---|
| Fundraising publicity & marketing<br>Cost of fundraising activities |    | <del>-</del><br>-                                  | 547,781<br>27,431                                | 547,781<br>27,431                           | 553,998<br>28,163                         |
| Total fundraising costs   | B1 | -  | 575,212  | 575,212                                     | 582,161                                   |

# Activity analysis of Income and expenditure for the year ended 31 March 2018

This analysis is classified by activity and not by conventional nominal descriptions.

#### 31. ANALYSIS OF INCOME BY ACTIVITY

|   | SOFA ref | 2018<br>£ | 2017<br>£ |  |
|---|----------|-----------|-----------|--|
| Activity  |          |           |           |  |
| Income from charitable activities School Building Programme |          | 9,505     | 7,362     |  |
| Summary of Total Income, including the items abo            | ove      |           |           |  |
| Charitable activities                                       | A2       | 9,505     | 7,362     |  |
| Donations & Legacies  | A1       | 2,740,327 | 2,218,252 |  |
| Investment income   | A4       | 2,440     | 3,132     |  |
| Total income as shown in the SOFA                           | А        | 2,752,272 | 2,228,746 |  |

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### Activity analysis of Income and expenditure for the year ended 31 March 2018

#### 32. ANALYSIS OF CHARITABLE EXPENDITURE BY ACTIVITY

Activity

| _   |                 |                  |                                   |           |           |
|---|-----------------|------------------|-----------------------------------|-----------|-----------|
|   | Direct<br>costs | Support<br>costs | Grant<br>funding of               | Total     | Total     |
|   | 2018            | 2018             | activities<br>2018                | 2018      | 2017      |
|   | £               | £                | £                                 | £         | £         |
| Primary purpose and ancillary trading1        |                 |                  |                                   |           |           |
| Direct costs                                  | 102,903         | -                | -                                 | 102,903   | 103,108   |
| Premises expenses                             | -               | 18,823           | -                                 | 18,823    | 21,602    |
| Administrative overheads                      | -               | 38,356           | -                                 | 38,356    | 29,695    |
| Professional fees                             | -               | 20,812           | -                                 | 20,812    | 25,090    |
| Financial costs                               | -               | 4,714            | -                                 | 4,714     | 7,353     |
|   |                 |                  | -                                 |           | ,         |
| Total Primary purpose and ancillary trading 1 | 102,903         | 82,705           | -                                 | 185,608   | 186,848   |
|   | Direct<br>costs | Support<br>costs | Grant<br>funding of               | Total     | Total     |
|   | 2010            | 2010             | activities                        | 2010      | 2017      |
|   | 2018<br>£       | 2018<br>£        | 2018<br>£                         | 2018<br>£ | 2017<br>£ |
|   | £               | Ľ                | Ľ                                 | Ľ         | L         |
| School Building Programme                     |                 |                  |                                   |           |           |
| Direct costs                                  | 118,357         | -                | -                                 | 118,357   | 114,698   |
| Grantmaking costs                             | -               | -                | 415,063                           | 415,063   | 713,832   |
| Total School Building Programme               | 118,357         | -                | 415,063                           | 533,420   | 828,530   |
|   | Direct<br>costs | Support costs    | Grant<br>funding of<br>activities | Total     | Total     |
|   | 2018            | 2018             | 2018                              | 2018      | 2017      |
|   | £               | £                | £                                 | £         | £         |
| Orphan Sponsorship                            |                 |                  |                                   |           |           |
| Direct costs                                  | 118,357         | _                | _                                 | 118,357   | 114 600   |
|   | 110,337         | _                | 811,726                           |           | 114,698   |
| Grantmaking costs                             | -               | -                | 811,/20                           | 811,726   | 737,871   |
| Total Orphan Sponsorship                      | 118,357         | -                | 811,726                           | 930,083   | 852,569   |
|   |                 |                  |                                   |           |           |

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### Annual Report and Financial Statements April 2017-March 2018 Activity analysis of Income and expenditure for the year ended

### Activity analysis of Income and expenditure for the year e 31 March 2018

#### Summary of grant making by activity

|                             | Grant to institutions | Grant to individuals | Support costs | Total     | Total     |
|-----------------------------|-----------------------|----------------------|---------------|-----------|-----------|
|                             | 2018                  | 2018                 | 2018          | 2018      | 2017      |
|                             | £                     | £                    | £             | £         | £         |
| School Building Program     | 415,063               | -                    | -             | 415,063   | 713,832   |
| Orphan Sponsorship          | 811,726               | -                    | -             | 811,726   | 737,871   |
| Other charitable activities | 203,125               | -                    | -             | 203,125   | 61,428    |
|                             | 1,429,914             | -                    | -             | 1,429,914 | 1,513,131 |

Fuller details of grants made and related costs, including support costs, are shown in note 26.

#### 33. ANALYSIS OF NON CHARITABLE EXPENDITURE BY ACTIVITY

| Activity  | Fundraising<br>activities<br>2018<br>£ | Fundraising<br>activities<br>2017<br>£ |
|---|--|--|
| Fundraising activities                                      |  |  |
| Direct fundraising costs                                    | 575,212                                | 582,161                                |
| Governance costs  | Governance                             | Governance                             |
|   | costs                                  | costs                                  |
|   | 2018                                   | 2017                                   |
|   | £                                      | £                                      |
| Other Expenditure - Governance costs as detailed in Note 28 | 4,863                                  | 6,000                                  |
|   | 2018                                   | 2017                                   |
|   | £                                      | £                                      |
| Total costs of Fundraising activities                       | 575,212                                | 582,161                                |
| Total non charitable expenditure                            | 575,212                                | 582,161                                |

|   | Direct costs | Support costs | Grant<br>funding of<br>activities | Total   | Total  |
|---|--------------|---------------|-----------------------------------|---------|--------|
|   | 2018         | 2018          | 2018                              | 2018    | 2017   |
|   | £            | £             | £                                 | £       | £      |
| Other charitable activities Grantmaking costs | -            | -             | 203,125                           | 203,125 | 61,428 |
|   |              |               |                                   |         |        |
| Summary of charitable costs by activity       |              |               |                                   |         |        |

|   | Direct<br>costs | Support<br>costs | Grant<br>funding of<br>activities | Total     | Total     |
|---|-----------------|------------------|-----------------------------------|-----------|-----------|
|   | 2018            | 2018             | 2018                              | 2018      | 2017      |
|   | £               | £                | £                                 | £         | £         |
| Total Primary purpose and ancillary trading   | 102,903         | 82.705           | -                                 | 185,608   | 186,848   |
| Total School Building Programme               | 118,357         | -                | 415,063                           | 533,420   | 828,530   |
| Total Orphan Sponsorship                      | 118,357         | -                | 811,726                           | 930,083   | 852,569   |
| Total Other charitable activities             | -               | -                | 203,125                           | 203,125   | 61,428    |
| Total Governance costs as detailed in Note 28 | -               | 4,863            |                                   | 4,863     | 6,000     |
| Total charitable expenditure                  | 339,617         | 87,568           | 1,429,914                         | 1,857,099 | 1,935,375 |

The basis of allocation of costs between activities is described under accounting policies

The breakdown of this expenditure by type of spending (i.e. nominal classification) is detailed in note 29.

### Analysis of support and governance costs by charitable activities

| Activity                                | Governance | Finance | Human<br>resources | Other overheads | Total  |
|---|------------|---------|--------------------|-----------------|--------|
|   | £          | £       | £                  | £               |        |
| Primary purpose and ancillary trading 1 | 4,863      | 4,714   | -                  | 77,991          | 87,568 |



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