



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	25	11	2017		24	11	2018

## Section A Reference and administration details

Charity name **UNITE**

Other names charity is known by

Registered charity number (if any) **1164544**

Charity's principal address **First Floor, 332 Marsh Lane**

**Erdington**

**Birmingham**

**Postcode**

**B23 6HP**

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	SUKHWINDER SINGH			
2	BALJIT KAUR SARAI			
3	SURINDER KAUR			
4				
5				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

Charitable Incorporated Organisation (CIO) – Foundation Registered 24<sup>th</sup> November 2015

How the charity is constituted  
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods  
(eg. appointed by, elected by)

Trustees would be appointed or elected at a meeting called by the existing Trustees.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Charity Trustees shall manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO.

It is the duty of each Charity Trustee to exercise his or her powers to perform his or her functions in their capacity as a Trustee of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO.

In selecting individuals for appointment as Charity Trustee, the Charity Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Every Trustee must be appointed by a resolution passed at a proper convened meeting of the Charity Trustees.

Charity Trustees shall from time to time review the arrangements which they have made for the delegation of their powers.

## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

Unite has supported the HM Prison Service by providing a variety selection of hot and cold snacks that are suitable for both vegetarian and non-vegetarian halal and non-halal visitors.

Unite is actively donating religious artefacts to all faiths when requested by the chaplaincy team within any Prison Service in the Country.

To further such other charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the Trustees may from time to time determine.

Unite has supported many events at HMP Berwyn which have been aimed at Reducing reoffending and rehabilitation supporting prisoners. Events have been supported through donations of food, support in kind and one to one support in organising events to promote inclusivity and raise cultural awareness.

Specific activity has included donating food for the celebrations/ graduation of learners on the sycamore tree course-restorative justice programme run by the prison fellowship to support the rehabilitation of offenders.

Unite has worked extensively with the community and business engagement manager, equalities manager and the safer custody teams to support Prison led events, such as Eisteddfod event in promoting inclusivity and arranging cultural performances such as Bhangra performance where residents at Berwyn have attended.

Recently Unite has been promoting and supporting Black History Month Events and ran focus groups and workshops with prisoners to promote equality and celebrate the achievements of Black people.

Unite continues to work prisoners and their families in supporting the strengthening of family ties, regular focus groups are held with prisoners and their families.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

From a religious perspective, Unite has and continually supports religious festivals that are celebrated by residents at Berwyn. This support extends to donating food for the Sikh Service religious festivals such as Eid and Rastafarian festivals.

The prevention and relief of poverty by involving projects focused on aiming at disadvantaged individuals by alleviating low living standards and homelessness by such means as the Trustees deem fit.

Helping offenders, ex-offenders and their families about the prison system by running projects to increase rehabilitation of offenders and ex-offenders by way of meeting resettlement needs, conflict resolution and mentoring.

Working with hostels and shelters, educating those with poor education by assisting with job search, job applications, providing money management and debt advice, and through the provision of food banks serving food to those in need.

For the public benefit engage in activities to promote and contribute to cultural, social and economic development with the UK.

To promote events to increase awareness of signs of radicalisation within communities and harmonisation of efforts with the authorities to create a safer environment in the community.

Trustees have regard to the guidance issued by the Charity Commission on public benefit.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

To continue working with those individuals most in need to protect and promote good health amongst people from deprived communities.

To continue to share skills and knowledge to promote the Charity's objectives and activities.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

Unite continues to participate in local community events in Midlands and Wales, supporting local communities and charitable causes.

Unite makes provision for residents for the different religious festivals providing food and refreshments and donating equipment to the chaplaincy team.

Unite is currently developing proposals to utilise its National Lottery Awards for all funding to pilot a programme to support those offenders eligible for ROTL (Release on Temporary Licence) to transport them to their workplace and support community placements in the community, this link into Unite's aims to give offenders the best opportunity to re-integrate back into society .

Unite will continue to develop its work with HMPPS and look to support the agenda of rehabilitation and work with all voluntary third sector organisations to support the rehabilitation of offenders and develop pathways which will reduce re-offending.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Charity has unrestricted funds of £22,094 as at 24<sup>th</sup> November 2018.

These funds are held in order to meet daily charitable expenses.

### Details of any funds materially in deficit

Not Applicable

## Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Charity's main source of funds is from Unite Café at HMP Berwyn/visits until October 2018.

Unite has made various charitable donations to several organisation to support activities which link in with Unites Key objectives.

- **November 2017**  
Berwyn Prisoners religious forum Awareness group
- **December 2017**  
Donated Christmas Cards snacks sweets and drinks to HMP Berwyn Chaplaincy.  
Donated food drinks and clothing to the homeless people in Midlands and Wrexham during Christmas.  
Prison Family event funded by Unite at Wrexham (Christmas)
- **January 2018**  
Donated food and drinks for Sikh prisoners during a Sikh Festival at HMP Berwyn
- **February 2018**  
Unite Awareness in Wrexham supporting Homelessness, Food drinks and snacks donated  
Chaplaincy community event funded by Unite/Awareness of all faiths.  
Unite visited HMP Cardiff to support prisoners on release  
Unite Awareness to Prisoners at HMP Hewell/Grange serving food to the local communities.
- **March 2018**  
A day out with Unite Volunteers in Wrexham.  
HMP Berwyn Chaplaincy religious awareness.
- **April 2018**  
Family day funded at HMP Berwyn  
Sikh Festival Vaisakhi celebrated at HMP Berwyn with Prisoners
- **May/June 2018**  
Donated snacks for religious form at HMP Berwyn  
Interfaith meeting in Smethwick  
Interfaith week at Glyndwr University in Wrexham  
Introducing a Hindu chaplain to HMP Berwyn  
HMP Berwyn Family day, snacks and drinks donated.  
Donated some resources to Berwyn chaplaincy for religious usage
- **July 2018**  
Donated soft drinks for Eid at HMP Berwyn/Chaplaincy.
- **September 2018**  
Donated soft drinks and food to local homeless men in Wrexham Town Centre

- **October 2018**  
Food Drinks donated to Hindu/Sikh Prisoners on Diwali Festival  
Unite awareness day at HMP Berwyn/Chaplaincy  
HMP Berwyn Prisoners religious forum.
- **November 2018**  
Celebrated Sikh Festival (Birthday of Guru Nanak Dev ji) at Berwyn Prison.

## Section F Other optional information

Unite will continue to work with those individuals most in need to protect and promote good health amongst people from deprived communities.

Unite will continue to share skills and knowledge to promote the Charity's objectives and activities for the public benefit.

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

SUKHWINDER SINGH

Position (eg Secretary, Chair,  
etc)

TRUSTEE

Date

31<sup>st</sup> October 2019



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

UNITE

On accounts for the year  
ended

24th NOVEMBER 2018

Charity no  
(if any)

1164544

Set out on pages

1 - 5

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 24/11/2018.

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below \*~~) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

1st NOVEMBER 2019

Name:

MS. K. KAUR - DKP ACCOUNTANCY

Relevant professional  
qualification(s) or body  
(if any):

Address:

106 KINGSWAY

OLDBURY

B68 0PL

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

NONE TO REPORT

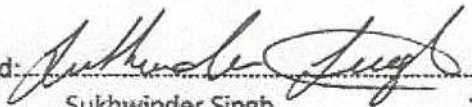
**UNAUDITED FINANCIAL STATEMENTS**  
**For the Year Ended 24th November 2018**

**UNITE**  
**Registered Charity No. 1164544**

**TRUSTEE APPROVAL**

We approve the financial statements and confirm that we have made available all relevant records and information for their preparation.

Signed:

  
Sukhwinder Singh  
Trustee

Date: 31st October 2019

**UNITE****Registered Charity No. 1164544****Balance Sheet****As At 24th November 2018**

	Notes	At 24.11.18		At 24.11.17	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets	3		<b>12,592</b>		-
<b>CURRENT ASSETS</b>					
Food Stock		250		500	
Bank Account No 1		9,191		9,251	
Bank Account No 2		<u>12,903</u>		<u>1,954</u>	
			<u>22,344</u>		11,704
<b>NET ASSETS</b>			<u><b>34,936</b></u>		<u><b>11,704</b></u>
<b>FINANCED BY:</b>					
Balance Brought Forward		11,704		2,076	
Add: Surplus for the Year		<u>23,232</u>		<u>9,629</u>	
<b>NET SURPLUS</b>			<u><b>34,936</b></u>		<u><b>11,704</b></u>

The financial statements were approved by the Board of Trustees on 31st October 2019 and were signed on its behalf by:-

Mr Sukhwinder Singh  
Trustee

The notes form part of these financial statements.

# UNITE

Registered Charity No. 1164544

## Notes to the Financial Statements

For the Year Ended 24th November 2018

### 1 FINANCIAL REVIEW

#### Financial Position

Unite has supported the HM Prison Service by providing a variety selection of hot and cold snacks that are suitable for both vegetarian and non-vegetarian halal and non-halal visitors.

Unite is actively donating religious artefacts to all faiths when requested by the chaplaincy team within any Prison Service in the Country.

All donations received during the year totalled £109,056, compared to £47,126 in the previous year.

### 2 ACCOUNTING POLICIES

#### Basis of Preparing the Financial Statements

These financial statements of the charity, which is a public benefit entity under FRS 102 have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by the Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2015) and the Charities Act 2011.

The financial statements have been prepared under the historical cost convention.

#### Charitable Activities

Charitable expenditure comprises those costs incurred by the charity in undertaking activities and projects that further its charitable aims for the benefit of its beneficiaries.

#### Tangible Fixed Assets

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

Computer Equipment	-	25% on reducing balance
Motor Vehicle	-	25% on reducing balance

#### Stocks

Stock is valued at the lower of the fair value of goods donated and their replacement cost. The fair value of goods donated is assessed by the trustees when the goods are received.

#### Taxation

The charity is exempt from tax on its charitable activities.

# UNITE

Registered Charity No. 1164544

Notes to the Financial Statements  
For the Year Ended 24th November 2018

## 3 TANGIBLE ASSETS

	Computer Equipment £	Motor Vehicle £	Total £
<b>COST:</b>			
At 25th November 2017	-	-	-
Additions	1,876	14,914	16,790
<b>At 24th November 2018</b>	<b>1,876</b>	<b>14,914</b>	<b>16,790</b>
<b>DEPRECIATION:</b>			
At 25th November 2017	-	-	-
Charge for the Year	469	3,729	4,198
<b>At 24th November 2018</b>	<b>469</b>	<b>3,729</b>	<b>4,198</b>
<b>NET BOOK VALUE:</b>			
<b>At 24th November 2018</b>	<b>1,407</b>	<b>11,185</b>	<b>12,592</b>
At 25th November 2017	-	-	-

**UNITE****Registered Charity No. 1164544****Trading and Profit and Loss Account  
For the Year Ended 24th November 2018**

	24.11.18		24.11.17	
	£	£	£	£
<b>INCOME</b>				
Food/Hot Meals Served		109,056		47,126
Grants		-		9,800
		<u>109,056</u>		<u>56,926</u>
<b>Distributions</b>				
Food Served / Donations		75,939		41,816
<b>Surplus After Distributions</b>		<u>33,117</u>		<u>15,110</u>
 <b>EXPENDITURE:</b>				
Insurance	168		2,042	
Stationery and Advertising	-		838	
Website Expenses	229		193	
Travel Expenses	2,465		1,475	
Canteen Expenses	1,330		-	
Accountancy Charges	250		100	
Bank Charges	1,142		306	
Depreciation	4,198		-	
Sundry Expenses	103		527	
		<u>9,885</u>		<u>5,481</u>
 <b>NET SURPLUS</b>		<u><u>23,232</u></u>		<u><u>9,629</u></u>