

Apna Haq Limited
(A company limited by guarantee)

**Financial Statements for the year
ending 31st March 2019**

Charity number: 1169502

Company number: 05091212



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Apna Haq Limited
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for the year ending 31st March 2019

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Apna Haq Limited
Administrative details
for the year ending 31st March 2019

Registered Charity number 1169502

Registered company number 05091212
company limited by guarantee

Directors (Trustees):	Langathani Leopatra Hlabangana Jo Mailer Shaziah Khan Rukhsana Hussain Saiqa Tabussam Farzana Khan Azra Hussain Nazreen Naz	Chair Vice-Chair Secretary Treasurer
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Registered office

The Spectrum
 Coke Hill
 Rotherham
 S60 2HX

Bankers

Yorkshire Bank plc
 1 Frederick Street
 Rotherham
 S60 1QP

Independent examiner

F Hazlehurst FMAAT an employee of
 Voluntary Action Rotherham
 The Spectrum
 Coke Hill
 Rotherham
 S60 2HX

Apna Haq Limited
Directors` report (incorporating the Trustees` annual report)
for the year ending 31st March 2019

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and financial statements for the year ending 31st March 2019.

Structure, governance and management

The organisation is a Company limited by guarantee, incorporated on 1 April 2004 and registered as a charity on 5 October 2016. The company was established under a Memorandum of Association, amended by special resolution on 17 August 2016. In the event of the charitable company being wound up members are required to contribute £1 each only.

The charitable company is governed by a board of trustees, who are responsible for setting the strategic direction of the organisation and for establishing policy. The board is authorised to appoint new trustees to fill vacancies arising between AGM's. Trustee's are selected and trained following careful consideration of skills and experience required to fulfil the role.

Objectives and activities

The charity's principle objective is for the benefit of women affected by issues of isolation, distress, violence and abuse and from the ethnic minority communities in Rotherham or elsewhere.

To advance the following objects:

- 1) The relief of poverty, distress and suffering
- 2) The advancement of education
- 3) The promotion of social inclusion for the public benefit among the beneficiaries who are socially excluded on the grounds of their social and economic position, by providing:
 - a) Education and Training
 - b) Confidence and capacity building activities
 - c) Social and recreational facilities in the interests of social welfare.

In furtherance of these objects the company may educate or raise awareness of the wider public in issues affecting the beneficiaries.

In conducting their business and undertaking these activities the trustees have considered, and are confident that they have complied with, the Charity Commission's guidance on public benefit.

Related Parties

Apna Haq Ltd is a fully affiliated member of Women's Aid Federation of England.

Financial Risk Management

As with many voluntary groups the major risk, likely to affect future performance, is that of finance to support the activities offered. Funding bids are submitted to possible funders but with competition from other groups of funders who wish to fund specific areas of work funding is limited.

Apna Haq Limited
Directors` report (incorporating the Trustees` annual report)
for the year ending 31st March 2019

Achievements and Performance

Another year has gone by where Apna Haq continues to consolidate its existing work and develop its new work. I am extremely pleased with the report that has come out of our strengths based review undertaken by Imkaan for us, as it has captured our strong rights based feminist approach to our work as black women supporting other black and ethnic minority women within our communities.

This has seen us implement the much needed lamplight data base system. This has meant installing the new system, and then ongoing staff training to review the implementation. Of course there has been increase in work load due to getting used to the new system but the staff team have worked through it well. We are excited about being able to pull off our new monitoring information's from this system when we do our annual planning cycle.

This year's reflections show how we are continuing to branch out into the interrelated issues that are impacting so much on the lives of our women and children. So as well as continuing with our focus of supporting women and their children on domestic violence issues we also have continued to develop our work on sexual violence and abuse as well as continuing to provide voice and influence at a local, regional and national level.

I was appalled this year of a case of a service user who needed to get to a refuge for herself and her children. She was refused to be offered a refuge space for herself and her children by 8 different refuges across the country. What was the refusal based on? well they only asked 2 questions, 1. Her name and 2. Her immigration status. And these 2 pieces of information they felt gave them the right to make a decision that she was not eligible for a space in their refuge.

On the same day a further 2 refuges took a different approach. On establishing her name and her immigration status they then asked her a few further questions which helped them to establish that she was entitled to gain a space at the refuge. What was it that helped the initial 8 refuges to make their minds up so quick that she was not eligible, it was the fact that she had an African sounding name and an immigration status they were unfamiliar with. So instead of asking further questions that would have enabled them to establish that she had a right to refuge, they refused her.

This experience showed me that racism and its impact is alive and kicking and impacts the lives of black and ethnic minority women from our communities on a daily basis. Thus I am pleased to say that we continue as an organisation to raise issues of racism in all its forms as it impacts on the women and children we support.

Unfortunately, we are not able to do much about the increased workload due to the changes in the benefits systems and the particular issues of women applying for universal credit. I am aware that the staff team have been proactive on this issue and met with local and South Yorkshire representatives raising these issues, but these currently remain unresolved. We can but continue to raise these issues.

This year again Apna Haq had a leading position within the Million women rise march as our CEO was a lead banner holder for the front of the march denting the silent block i.e. representation of the women murdered in the past year. This year it was a joint initiative with Sheffield women's hub.

Apna Haq Limited
Directors` report (incorporating the Trustees` annual report)
for the year ending 31st March 2019

Achivements and Perfomance continued

It is important for us to engage as it provides an opportunity for our women to leave their homes and to engage on a national level, raising their voices and showing that together we can build solidarity.

I am also particularly pleased to see the continued developments in our sexual violence work. Our relationship with the national centre excellence on child abuse has enabled us to get our much visioned train the trainer in issues of sexual violence within BME communities. To know that we know have 10 women who have completed their diplomas awarded to them through Apna Haq on this issue makes me immensely proud.

We have continued to monitor our finances through our board meetings and financial reports submitted there and have been able to identify underspend which we will renegotiate with the Lotteries staffing to be able to re profile the spend.

Our referrals remain the highest levels from with the South Asian community but as this reflects the local population and we know that we have built relationships with various other Bme communities we continue to foster these relationships with a view to continued trust building that will lead to more women from these communities coming forward.

Finally, we have had a really exciting line up of community events this year with the drama, the poetry writing, the book launch and the Paintings exhibition. This alongside our work with Rotherham United who have offered women a range of different sporting opportunities means that we have been able to provide a rich and varied programme for women to engage with that has built on their individual interests and opened many new horizons for others.

The drama this year was just as powerful and then sadly due to the New Zealand bombings made even more powerful. The service users are incredible strong and powerful role models and ambassadors for taking out the messages into our communities that violence and abuse whether from within families or communities or whether from state organisations is not acceptable.

Investment policy

The charitable company's investment powers are set out in its Memorandum and Articles of Association and allows the company to invest funds not immediately required in investments, securities and property, subject to such conditions as may be required by law.

Reserves policy

The free reserves target required for dissolution contingencies is £87,397. This includes staff redundancy costs of £47,719 and three months staff salary and running costs of £39,675. The staff and running costs are currently covered by funding via the Big Lottery Fund. The free reserves of the charity as at 31 March 2019 is £46,143.

The trustees are aware of the shortfall and are confident that they can increase the reserves during the next six months.

Apna Haq Limited
Directors` report (incorporating the Trustees` annual report)
for the year ending 31st March 2019

Financial Review

The financial statements are set out in pages 6 to 14.

In common with other charities of a similar size and nature, the charity has limited resources and its ongoing operations are currently dependent on short-term funding from grant providers. The three year funding received from the Big Lottery Fund will come to an end in December 2019.

During the year the charity generated incoming resources of £175,170 (2018: £197,683).

The trustees remain extremely grateful for the generosity of all out grant providers (detailed in note 13 to the accounts) and other supporters of the charity.

Total expenditure during the year was £177,099 (2018: £153,047), resulting in a deficit of £1,929 (2018: surplus £44,636)

The total funds at the year-end, including Fixed Assets stand at £89,812 (2018:£91,741). This includes restricted funds of £43,669 (2018: £48,459).

Approved and signed on behalf of the trustees:

Signed:

Date:

Name and position:

**Independent examiners report to the trustees of
Apna Haq Limited Charitable Company
for the year ended 31st March 2019**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2019.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of 145 of the Charities Act 2011 Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiners statement

I have completed my examination. I confirm no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Signed:

Date:

F Hazlehurst FMAAT
Fellow member of Association of Accounting Technicians
an employee of Voluntary Action Rotherham
The Spectrum
Coke Hill
Rotherham
S60 2HX

Apna Haq Limited
Statement of Financial Activities
for the year ending 31st March 2019

		Unrestricted Funds	Restricted Funds	Designated Funds	2019 Total	2018 Total
		£	£	£	£	£
INCOMING RESOURCES						
Donations & Legacies	2	-	2,848	-	2,848	871
Charitable Activities	3	1,975	169,991	-	171,966	194,900
Fundraising and Events		356	-	-	356	1,912
Other		-	-	-	-	-
TOTAL INCOMING RESOURCES		2,331	172,839	-	175,170	197,683
RESOURCES EXPENDED						
Cost of raising funds	4	-	1,817	-	1,817	980
Charitable Activities	5	1,478	173,804	-	175,282	152,067
Other		-	-	-	-	-
TOTAL EXPENDED RESOURCES		1,478	175,621	-	177,099	153,047
Net income/expenditure		853	- 2,782	-	(1,929)	44,636
Transfers between funds		2,008	(2,008)	-	-	-
Net movement in funds		2,861	(4,790)	-	(1,929)	44,636
Total funds brought forward		7,585	48,459	35,697	91,741	47,105
Total funds carried forward		10,446	43,669	35,697	89,812	91,741

This Statement of Financial Activities includes all gains and losses recognised in the year.

All the activities of the charitable company are classed as continuing.

The comparative figures for each fund are shown in notes to the accounts.

Apna Haq Limited
Balance Sheet
as at 31st March 2019

	Notes	2019 £	2018 £
Fixed assets			
Tangible fixed assets	6	2,478	4,953
Current assets			
Debtors	7	2,575	3,235
Cash at Bank and in hand		90,573	115,907
Total assets		<u>93,148</u>	<u>119,142</u>
Liabilities			
Creditors - due within one year	8	(5,814)	(32,354)
Total liabilities		<u>(5,814)</u>	<u>(32,354)</u>
Net current assets		89,812	91,741
Net assets		<u>89,812</u>	<u>91,741</u>
Represented by:			
Unrestricted Funds	13	10,446	7,586
Designated Funds	13	35,697	35,697
Restricted Funds	13	43,669	48,458
Total Charity funds		<u>89,812</u>	<u>91,741</u>

The notes on the following pages form part of these financial statements.

For the period ending 31st March 2019, the company is entitled to the audit exemption under 477 of the Companies Act 2006. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The directors declare that they have approved the accounts above.

Signed on behalf of the company's directors:

Signed:

Date:

Name and position:

Apna Haq Limited
Notes to the financial statements
for the year ending 31 March 2019

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by 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) issued on 16 July 2014 and effective from 1 January 2015 - (Charities SORP (FRS102)). The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have also adopted Charities SORP (FRS102) Bulletin 1 and taken advantage of the cashflow exemption.

Assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated in the relevant accounting policy note(s).

Going concern note

The accounts are prepared on a going concern basis, the charity's major funder, the Big Lottery Fund is due to come to an end in December 2019. The Trustees are in the process of applying for funding from a range of different funders including the Big Lottery Fund, The Henry Smith Charity and Tudor Trust. They should be in a position to know the outcomes of the bids by October 2019. The Trustees are aware of the need to increase reserves and are working in partnership with a number of BME women's organisations to raise the level of unrestricted funds. A dissolution plan is in place should sufficient funding not be secured.

Incoming Resources

All material incoming resources have been included in the Statement of Financial Activities when the charity is entitled to the income, when any performance conditions attached are met, when it is probable that the income will be received and when the amount can be measured reliably.

Grant income is deferred if the period the monies relate to is specified or indicated by the funder.

Resources Expended

All expenditure is included on an accruals basis and is recognised as a liability is incurred. The charity is not registered for VAT and accordingly resources expended are shown gross of irrecoverable VAT.

Cost of raising funds includes all expenditure incurred to raise funds for charitable purposes, including costs of all fundraising activities and cost incurred in seeking donations, grants and legacies. Expenditure on charitable activities includes all resources applied by the charity in undertaking work to meet its charitable objectives.

Apna Haq Limited
Notes to the financial statements
for the year ending 31 March 2019

Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation. Assets are capitalised if the cost is greater than £250. Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over their expected useful lives on the following basis:

Computer and Equipment 33% straight line

Support cost allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include the cost of governance and administrative payroll costs. Given that support costs are less than 5% of total costs, they are allocated directly to expenditure on charitable activities.

Fund Accounting

Incoming resources that may be applied for the charities general purposes are treated as unrestricted incoming resources and are credited to the unrestricted funds. Where a donation or grant is required to be used for a specific purpose, the amount concerned is treated as restricted income and is credited to the appropriate restricted fund.

Taxation

The Charity is registered with HMRC for Corporation Tax. It is exempt from corporation tax on its charitable activities only.

Apna Haq Limited
Notes to the financial statements
for the year ending 31st March 2019

	Unrestricted Funds	Restricted Funds	Designated Funds	Total 2019	Total 2018
	£	£	£	£	£
2 Donations & Legacies					
Hardship fund/general donations	-	2,848	-	2,848	871
	-	2,848	-	2,848	871
3 Charitable Activities					
The Big Lottery Fund	-	154,783	-	154,783	191,911
ENAR	-	808	-	808	1,255
Sisters for Change	1,000	-	-	1,000	-
Barnardo's	-	13,000	-	13,000	-
Sheffield Hallam University	-	1,400	-	1,400	1,597
Other income	975	-	-	975	137
	1,975	169,991	-	171,966	194,900
4 Cost of Raising Funds:					
Wages and Salaries	-	876	-	876	850
Merchandise	-	941	-	941	130
	-	1,817	-	1,817	980
5 Cost of Charitable Activities					
Wages and Salaries	200	119,546	-	119,746	111,127
Training Costs and expenses	70	7,195	-	7,265	719
Travel expenses	600	7,117	-	7,717	4,222
Refreshments	-	693	-	693	256
Membership and subscriptions	-	532	-	532	257
Insurance	-	1,916	-	1,916	1,893
Bank charges	-	57	-	57	46
Website	-	418	-	418	5,135
Rent and Rates	100	16,305	-	16,405	9,626
Telephone	-	2,015	-	2,015	2,200
ICT	-	6,273	-	6,273	3,513
Hardship expenses	-	2,037	-	2,037	483
Consultancy/Evaluations	-	3,100	-	3,100	2,950
Activities and project costs	475	653	-	1,128	520
Overheads	15	714	-	729	1,268
Printing, Postage & Stationery	8	783	-	791	1,381
Publicity	-	292	-	292	2,650
Professional Fees	-	1,107	-	1,107	1,066
Volunteer Expenses	-	380	-	380	-
Depreciation	-	2,475	-	2,475	2,473
Misc Expenses	-	197	-	197	281
Donations	10	-	-	10	-
	1,478	173,804	-	175,282	152,067

Apna Haq Limited
Notes to the financial statements
for the year ending 31st March 2019

6 Tangible fixed assets		Equipment
		£
Cost at 1 April 2018		7,426
Additions		-
At 31 March 2019		<u>7,426</u>
Depreciation		
at 1 April 2018		2,473
Charge this period		2,475
Disposals		-
at 31 March 2019		<u>4,948</u>
Net book value at 31 March 2019		<u>2,478</u>
7 Debtors	2019	2018
	£	£
Prepayments and accrued income	475	1,875
Other debtors	<u>2,100</u>	<u>1,360</u>
	2,575	3,235
8 Creditors	2019	2018
	£	£
Accruals and deferred income	5,814	2,145
Creditors	<u>-</u>	<u>30,209</u>
	5,814	32,354
9 Staff Costs	2019	2018
Wages and Salaries	106,628	101,108
Employer National Insurance	6,799	6,282
Employers allowance	<u>(3,000)</u>	<u>(3,000)</u>
Employers Pension Costs	<u>10,195</u>	<u>7,587</u>
	120,622	111,977

The average number of employees during the period was 7 (2018: 7)

No employee received emoluments of more than £60,000. (2018: none).

Apna Haq Limited
Notes to the financial statements
for the year ending 31st March 2019

10 Fees paid to the Independent Examiners organisation.	2019	2018
	£	£
Payroll	533	615
Room Rent/Hire	20,156	9,268
Other services	116	178
	<u>20,805</u>	<u>10,061</u>

11 Trustee and key management remuneration, benefits and expenses

The Trustees receive no remuneration, benefits or expenses in this period. (2018: £nil).

12 Related party transactions

There were no related party transactions during the period.

13 Movement in funds	Opening Balance	Incoming Resources	Resources Expended	Transfers	Closing Balance
	£	£	£	£	£
Unrestricted funds					
General funds	7,585	2,331	1,478	2,008	10,446
Designated funds	£	£	£	£	£
Reserves	35,697	-	-	-	35,697
Restricted funds	£	£	£	£	£
Hardship fund	8,472	2,848	2,037	-	9,283
The Big Lottery Fund	38,671	154,783	165,625	-	27,829
ENAR	918	808	815	(911)	-
Sheffield Hallam University	397	1,400	700	(1,097)	-
Barnardo's	-	13,000	6,444	-	6,556
Total unrestricted funds	<u>48,459</u>	<u>172,839</u>	<u>175,621</u>	<u>(2,008)</u>	<u>43,669</u>
Total Funds	<u>91,741</u>	<u>175,170</u>	<u>177,099</u>	<u>-</u>	<u>89,812</u>

Designated funds - The designated fund represents funds of the Charitable Company that have been earmarked for redundancy and closure costs in the event of the Company closing.

Hardship fund - The Hardship fund is to be used to provide emergency funds and short term loans to service users in the need of financial support

The Big Lottery Fund - A three year grant to support BME women and children, including delivering awareness raising sessions.

Sheffield Hallam University - This fund is to be used for a Social work placement and the practice educator.

Barnardo's - Funding received for Train the Trainer on CSA/E in Black, Minority Ethnic communities, funding includes evaluation on impact.

Apna Haq Limited
Notes to the financial statements
for the year ended 31 March 2019

14 Statement of Financial Activities - previous year fund analysis

	Unrestricted Funds	Restricted Funds	Designated Funds	2019 Total	Unrestricted Funds	Restricted Funds	Designated Funds	2018 Total
	£	£		£	£	£		£
INCOMING RESOURCES								
Donations & Legacies	-	2,848	-	2,848	2	869	-	871
Charitable Activities	1,975	169,991	-	171,966	137	194,763	-	194,900
Fundraising and Events	356	-	-	356	498	1,414	-	1,912
Other	-	-	-	-	-	-	-	-
TOTAL INCOMING RESOURCES	2,331	172,839	-	175,170	637	197,046	-	197,683
RESOURCES EXPENDED								
Cost of raising funds	-	1,817	-	1,817	-	980	-	980
Charitable Activities	1,478	173,804	-	175,282	-	152,067	-	152,067
Other	-	-	-	-	-	-	-	-
TOTAL EXPENDED RESOURCES	1,478	175,621	-	177,099	-	153,047	-	153,047
Net income/expenditure	853	(2,782)	-	(1,929)	637	43,999	-	44,636
Transfers between funds	2,008	(2,008)	-	-	-	-	-	-
Net movement in funds	2,861	(4,790)	-	(1,929)	637	43,999	-	44,636
Total funds brought forward	7,585	48,459	35,697	91,741	6,948	4,460	35,697	47,105
Total funds carried forward	10,446	43,669	35,697	89,812	7,585	48,459	35,697	91,741