

Charity number: 294516  
Company number: 2019000

**ASHA Projects**  
**(A company limited by guarantee)**  
**Trustees' report and financial statements**  
**for the year ended 31 March 2008**



**ASHA Projects**  
**(A company limited by guarantee)**

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## **ASHA Projects**

**(A company limited by guarantee)**

### **Legal and administrative information**

**Charity number** 294516

**Company registration number** 2019000

**Business address** 13 Shrubbery Road  
London  
SW16 2AS

**Registered office** 13 Shrubbery Road  
London  
SW16 2AS

<b><u>Management committee</u></b>	P Vadgama - Chair	C Dagli - Treasurer
	G Valera - Secretary	S Anitha
	B Rizvi	K Chahel
	B Ahmed	

<b><u>Senior Management committee</u></b>	I Patel	Co-ordinator	J Chana	Project Manager
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**Auditors** A P Smith & Co  
A P House  
The Pavilions  
35aA Brighton Road  
Croydon  
CR2 6EB

**Bankers** The Co-Operative Bank plc  
91 George Street  
Croydon  
CR9 3QT

## **ASHA Projects**

### **(A company limited by guarantee)**

## **Report of the trustees (incorporating the directors' report) for the year ended 31 March 2008**

The trustees present their report and the financial statements for the year ended 31 March 2008. The trustees, who are also directors for the purposes of company law and who served during the year and up to the date of this report are set out on page 1.

### **Structure, governance and management**

Asha Projects is a charitable company limited by guarantee ( Co. No 2019000), incorporated on 12 May 1986 and registered as a charity (No 294516) on 4th September 1986. The Charitable company is governed by a Memorandum and Articles of Association.

The company is established for the objects expressed in the Memorandum of Association. The company is established for the advancement of education, the relief of poverty, sickness, the preservation of health and for any other charitable purpose for the benefit of the community (with particular regard to women of Asian origin) in the UK.

Recruitment of the Management Committee members is open to women of South Asian origin who want to contribute regularly to the work of Asha. The first members of the Committee were appointed in writing by the subscribers to the Memorandum of Association. Subsequent members of the Committee are appointed at the Annual General Meeting. Every member of the company is eligible for membership of the Management Committee subject to conflict of interest.

All Management Committee members hold office until the next Annual General Meeting when they are eligible for re-election. At any other time the Management Committee may appoint any person to be a Committee member, either to fill a casual vacancy or as an addition to the existing members. The minimum number of Committee members is three. There is no maximum.

The Management Committee consists of a group who bring with them skills and experience necessary to govern the organisation. New Management Committee members are briefed on their legal obligations, roles and responsibilities under charity and company law, the Memorandum and Articles of Association, the Committee and the decision making process.

The Management Committee members are encouraged to attend external training events where these will facilitate the undertaking of their roles. The Management Committee meet at least once in every three months and are responsible for the strategic direction, health and safety, policy work and the financial affairs of the charity.

The day-to-day responsibility is delegated the relevant Committee members and the staff to ensure that the organisation delivers the services specified and that the key performance targets and indicators are met. Financial procedures have been implemented to establish the delegation of authority over financial matters; control over the organisations income and expenditure, the protection of its assets and the procedures for the budgeting and managing the organisation's finances in order to meet its objectives.

### **Risk Management**

The Management Committee has carried out a risk assessment to identify the major risks Asha is exposed to. The risk management strategy comprises of: (a) An annual review of the risks the charity may face. (b) The establishment of systems and procedures to mitigate those risks identified in the plan.(c) The implementation of the procedures designed to minimise any potential impact on the charity should those risks materialise.

### **Financial Risk**

Financial risk is managed through the financial procedures, controls and the setting of the reserves policy which is regularly reviewed by the Management Committee. We are going to introduce a risk register which will be updated at least annually.

## **ASHA Projects**

### **(A company limited by guarantee)**

## **Report of the trustees (incorporating the directors' report) for the year ended 31 March 2008**

### **Objectives and activities**

#### **Mission**

The word Asha means "hope". Our mission is to empower Asian women to live independently and achieve the goals they have set for themselves.

#### **Aims**

The aim of Asha is to support South Asian women and their children who have been threatened with or are experiencing domestic violence to: (1) Live independently. (2) Help rebuild their lives through self help and choice. (3) Improve their future with further education, employment prospects and personal development.

#### **Objectives**

Asha hopes to achieve this by providing: (a) a culturally sensitive service (b) safe, temporary refuge accommodation (c) a general help, advice and information service in housing, welfare rights and family work (d) emotional support, counselling and non-verbal therapy (e) volunteering opportunities

#### **Volunteer Help**

Asha is committed to use the volunteers to support our work. It is our belief that volunteers, with their varied skills and experience, complement the work of the organisation, enrich and extend the services offered by the organisation.

The following are the types of activities that volunteers are involved in: (a) Support the work with women and young people/children (b) Help with practical issues relating to the up keep of the organisation. (c) General administration such as filing, keeping statistics, etc. (d) Sharing skills such as ICT, management, financial, personal development etc.

They supplement the service and do not adopt a key worker role with women and children directly. Any tasks they carry out with/for service users are always co-ordinate by the key worker concerned.

### **Achievements and performance**

#### **Achievement and Performance**

Asha was set up in the late seventies to fill in the mainstream refuge sector, by a group of Asian women, to meet the specific needs of the South Asian women and their children. Sensitivity to their religion and cultural practises has shown to make a considerable difference to the quality of experience that Asian women have and often dictates whether they stay or return to the violence.

In working to ensure diversity, it is important not to make assumption or homogenise groups but recognise the complex and multiple needs of a changing population for example the needs of South Asian women born in the UK are likely to be different from those born and raised in the sub-continent. Equally the needs of different groups are likely to shift and change and it is important to reflect this fluidity in service responses.

Year April 2007 - March 2008 has been a busy and a challenging year. The therapy project closed because of lack of resources. The financial functions at Asha were outsourced. This resulted in the workforce being reduced by 27%.

Last year 232 women were referred to the refuge services out of which 62 were accommodated -(47 escaping forced marriage).

## **ASHA Projects**

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### **Report of the trustees (incorporating the directors' report) for the year ended 31 March 2008**

Over years of working we have developed a model that works for our client group, South Asian women and the fact that the schemes are scattered. We provide support to the residents and have divided the roles to practical, emotional and resettlement. Asha also runs a 24 hour in house out of hour emergency telephone service for the residents at the refuge projects. Of the three refuge centres at Asha projects, one caters exclusively to young South Asian women.

Asha could not meet the support needs without these main components. All the roles work towards enabling women to maintain their tenancies. This is continuously monitored through support and supervision.

We continue to work well with the other domestic violence providers in the borough. The process has enabled us to support each other, share resources, information and provide a consistent approach when working with women and their children. We have strengthened our partnerships with other organisations locally and around London so that we are able to move residents successfully.

All the above is vital when working with women who have complex needs to ensure that they receive a holistic service for all their needs, thus enabling them to achieve their goals, aspirations and live life away from violence.

We are at present finalising the five year business plan which has a detailed fund raising strategy to ensure pro active development and survival. There is a climate of change from both outside and inside the organisation and Asha is ready to take on both the challenges and the opportunities.

#### **Financial review**

Against the backdrop of limited resources and insecurities over the funding it has continued to be difficult to plan and develop services further.

The reserves that have been designated shall be used for the forthcoming financial realisations to cover maternity leaves for staff and the building reserves to cover shortfalls for service provision whilst keeping abreast of all the requirements for the projects intact.

#### **Plans for the future periods**

With regards to the future of Asha, we are committed to providing services and are looking at the different options available both locally and around London that will enable us to continue providing these vital services. Plans are also being developed to further strengthen partnership.

The Management Committee would like to thank our founders and supporters. Thank you to the staff and volunteers for their dedication, commitment and inspiring efforts in our work, which has led to the success of Asha.

#### **Statement as to disclosure of information to auditors**

In so far as the trustees are aware:

- there is no relevant audit information of which the charity's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

## **ASHA Projects**

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### **Report of the trustees (incorporating the directors' report) for the year ended 31 March 2008**

#### **Statement of trustees' responsibilities**

The trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **Auditors**

A P Smith & Co were appointed auditors to the charity and are deemed to be reappointed in accordance with Section 487(2) of the Companies Act 2006.

#### **Small company provisions**

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

On behalf of the board



**Secretary**

23 February 2009

## **ASHA Projects**

**(A company limited by guarantee)**

### **Independent auditor's report to the members of ASHA Projects**

We have audited the financial statements of ASHA Projects for the year ended 31 March 2008 which comprise the statement of financial activities, the balance sheet, the cash flow statement and the related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members 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 responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of the trustees and auditors**

The trustees' (who are also directors for the purposes of company law) responsibilities for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the statement of trustees' responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 2006, and whether the information given in the trustees' report is consistent with the financial statements. We also report to you if, in our opinion, the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and other transactions is not disclosed.

We read other information contained in the annual report, and consider whether it is consistent with the audited financial statements. This other information comprises only the trustees' report. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

#### **Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

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.




## **ASHA Projects**

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### **Opinion**

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charitable company's affairs as at 31 March 2008 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the Companies Act 2006; and
- the information given in the trustees' report is consistent with the financial statements.



.....  
**Surendra Shah FCCA**

**For and on behalf of A P Smith & Co  
Chartered Certified Accountants and  
Registered Auditor  
23 February 2009**

**A P House  
The Pavilions  
35aA Brighton Road  
Croydon  
CR2 6EB**

**ASHA Projects**  
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**Statement of financial activities (incorporating the income and expenditure account)**

**For the year ended 31 March 2008**

	<b><u>Notes</u></b>	<b><u>Unrestricted funds</u></b> £	<b><u>2008 Total</u></b> £	<b><u>2007 Total</u></b> £
<b><u>Incoming resources</u></b>				
Incoming resources from generating funds:				
Voluntary income	2	-	-	483
Incoming resources from charitable activities		368,023	368,023	401,912
Other incoming resources		2,897	2,897	3,435
<b><u>Total incoming resources</u></b>		<u>370,920</u>	<u>370,920</u>	<u>405,830</u>
<b><u>Resources expended</u></b>				
Staff costs	4	229,025	229,025	292,822
Establishment costs		130,426	130,426	159,492
<b><u>Total resources expended</u></b>		<u>359,451</u>	<u>359,451</u>	<u>452,314</u>
<b><u>Net income/(expenditure) for the year</u></b>		<u>11,469</u>	<u>11,469</u>	<u>(46,484)</u>
<b><u>Net incoming/(outgoing) resources for the year /</u></b>				
<b><u>Net income/(expense) for the year</u></b>		11,469	11,469	(46,484)
Total funds brought forward		118,454	118,454	164,941
<b><u>Total funds carried forward</u></b>		<u>129,923</u>	<u>129,923</u>	<u>118,457</u>

The statement of financial activities includes all gains and losses in the year and therefore a separate statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

**The notes on pages 10 to 13 form an integral part of these financial statements.**

**ASHA Projects**  
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**Balance sheet**  
**as at 31 March 2008**

	<u>Notes</u>	<u>£</u>	<u>2008</u>	<u>£</u>	<u>2007</u>	<u>£</u>
<b><u>Fixed assets</u></b>						
Tangible assets	6		8,968		12,584	
<b><u>Current assets</u></b>						
Debtors	7	15,331		12,968		
Cash at bank and in hand		175,991		168,583		
		191,322		181,551		
<b><u>Creditors: amounts falling due within one year</u></b>	8	(70,367)		(75,680)		
<b><u>Net current assets</u></b>			120,955		105,871	
<b><u>Net assets</u></b>			129,923		118,455	
<b><u>Funds</u></b>						
<b><u>Unrestricted income funds:</u></b>						
Unrestricted income funds			129,923		118,455	
<b><u>Total funds</u></b>			129,923		118,455	

The financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the board on 23 February 2009 and signed on its behalf by

  
**Director**

**The notes on pages 10 to 13 form an integral part of these financial statements.**

## **ASHA Projects**

**(A company limited by guarantee)**

### **Notes to financial statements**

**for the year ended 31 March 2008**

#### **1. Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

##### **1.1. Basis of accounting**

The financial statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities: Statement of Recommended Practice' issued in March 2005 (SORP 2005) and the Companies Act 2006.

##### **1.2. Cashflow**

The charity has taken advantage of the exemption in FRS1 from the requirement to produce a cashflow statement because it is a small charity.

##### **1.3. Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

##### **1.4. Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

##### **1.5. Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost or valuation less residual value of each asset over its expected useful life, as follows:

Plant and machinery	-	
Fixtures, fittings and equipment	-	25% Reducing balance
Motor vehicles	-	25% Reducing balance
	-	

**ASHA Projects**  
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**Notes to financial statements**  
**for the year ended 31 March 2008**

**2. Voluntary income**

	<b>2008</b>	<b>2007</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Miscellaneous	-	483
	<u>-</u>	<u>483</u>

**3. Net incoming/(outgoing) resources for the year**

	<b>2008</b>	<b>2007</b>
	<b>£</b>	<b>£</b>
Net incoming/(outgoing) resources is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	<u>3,616</u>	<u>8,971</u>

**4. Employees**

<b>Employment costs</b>	<b>2008</b>	<b>2007</b>
	<b>£</b>	<b>£</b>
Wages and salaries	<u>229,025</u>	<u>292,823</u>

**Number of employees**

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows:

<b>2008</b>	<b>2007</b>
<b>Number</b>	<b>Number</b>
<u>7</u>	<u>10</u>

**5. Taxation**

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

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**Notes to financial statements**  
**for the year ended 31 March 2008**

6. Tangible fixed assets	Plant and machinery £	Fixtures, fittings and equipment £	Motor vehicles £	£	Total £
<b>Cost</b>					
At 1 April 2007 and					
At 31 March 2008	25,778	26,039	16,952	28,483	97,252
<b>Depreciation</b>					
At 1 April 2007	23,213	23,610	15,100	22,745	84,668
Charge for the year	641	670	504	1,801	3,616
At 31 March 2008	23,854	24,280	15,604	24,546	88,284
<b>Net book values</b>					
At 31 March 2008	1,924	1,759	1,348	3,937	8,968
At 31 March 2007	2,565	2,429	1,852	5,738	12,584

7. Debtors	2008 £	2007 £
Trade debtors	9,375	4,952
Other debtors	105	269
Prepayments and accrued income	5,851	7,747
	15,331	12,968

8. Creditors: amounts falling due within one year	2008 £	2007 £
Other taxes and social security	-	7,271
Other creditors	43,504	43,504
Accruals and deferred income	26,863	24,905
	70,367	75,680

**ASHA Projects**  
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**Notes to financial statements**  
**for the year ended 31 March 2008**

9. Unrestricted funds	At 2007 £	Incoming resources £	Outgoing resources £	Transfers £	Gains and losses £	At 2008 £
Renewal and replacement fund	18,000	-	-	-	-	18,000
Internal decorations fund	8,455	-	-	-	-	8,455
Employees contractual obligations	60,000	-	-	-	-	60,000
Premises	5,000	-	-	-	-	5,000
Building	25,000	-	-	-	-	25,000
Residents recreation	1,000	-	-	-	-	1,000
Hardship	1,000	-	-	-	-	1,000
General fund - Surplus	-	-	-	-	-	11,468
	<u>118,455</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>129,923</u>

**10. Financial commitments**

At 31 March 2008 the company had annual commitments under non-cancellable operating leases as follows:

	Land and buildings		Other	
	2008 £	2007 £	2008 £	2007 £
<b>Expiry date:</b>				
Within one year	-	-	2,905	2,905
Between one and five years	10,000	10,000	-	-
	<u>10,000</u>	<u>10,000</u>	<u>2,905</u>	<u>2,905</u>

**11. Company limited by guarantee**

ASHA Projects is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.