



Accountancy Solutions

**Apna Haq Limited**  
(Company limited by guarantee)

**Financial Statements for the  
year ended 31<sup>st</sup> March 2016**



**Company number: 05091212**  
(Registered England and Wales)

**Apna Haq Limited**  
**Contents of the financial statements**  
**for the year ended 31st March 2016**

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**Apna Haq Limited**  
**Administrative details**  
**for the year ended 31st March 2016**

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**Registered number** 05091212

**Date of incorporation** 1st April 2004

<b>Directors</b>	Jo Mailer	Chair (Acting)
	Shaziah Khan	Secretary
	Rukhsana Hussain	Treasurer
	Saiqa Tabussam	
	Farzana Khan	
	Azra Hussain	
	Sumera Ashraf	Until 20/08/2015
	Fiona Keith	
	Nazreen Naz	
	Langathani Leopatra Nkomo	From 27/04/2015

**Registered address** The Spectrum  
Coke Hill  
Rotherham  
S60 2HX

**Bankers** Yorkshire Bank Plc  
1 Frederick Street  
Rotherham  
S60 1QP

**Accountant** Heera Singh FMAAT  
HSL Accountancy Solutions  
Enterprise House  
61a Carr House Road  
Doncaster  
DN1 2BY

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

The organisation is a Company limited by guarantee, incorporated on 1st April 2004. The company was established under a Memorandum of Association which established the objects and powers of the company and is governed under the Articles of Association. In the event of the company being wound up members are required to contribute £1 each only.

The company is governed by a board of directors, which is responsible for setting the strategic direction of the organisation and for establishing policy. The board is authorised to appoint new directors to fill vacancies arising between AGMs. Directors are selected and trained following careful consideration of skills and experience required to fulfill the role.

### **Aims of the Company**

The company's principle objective is the provision of support to Asian women who are subjected to violence.

### **Reserves policy**

The directors have reviewed the company's needs for reserves and aim to maintain reserves to allow investment in development of the company's services and cover contingencies and variations in working capital. The company's long term policy is to retain reserves to cover twelve months of expenditure.

### **Investment policy**

The 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.

### **Director's report**

I have been involved with Apna Haq now for 3 years. I first became involved through my participation in the Rebound group, which was an Apna Haq funded course looking at issues of violence and abuse towards bme women and girls. I became a director of Apna Haq in March last year and then went on to become chair in July 2015.

### **Why is Apna Haq important?**

I feel it's really important to have bme women leading work, it's important that workers relate to your story believe in you if you're not Asian not Black how can you know what women are going through? In Rotherham black and ethnic minority women don't have a voice on violence and abuse issues, Apna Haq staff relate first to service users as black women and then come up with solutions, thus giving voice.

Apna Haq helps so many women and children- with cse in Rotherham Apna Haq trying to get the BME women and girls engaged. So that women and girls from the bme communities know about Cse and feel comfortable and report if something is going on.

Within Mama Africa we have women from different countries backgrounds different religions. We are a group set up to get together and have socials; we have African women, women from different backgrounds, we have Muslim women. We refer women onto Apna Haq if they need support around dv sexual violence as they are the specialists in this field.

### **Why campaign?**

Most of bme women feel comfortable at Apna Haq due to the specialist nature of the work. So as a group decided to keep Apna Haq going even if didn't have the funding in the foreseeable future.

Losing the funding has made a big impact on us as an organisation.

However we never stopped working, we never sent any one back to say we can't support you. We are a caring and loving organisation based around the needs of women.

We undertook the petition and rally because Apna Haq was standing up for women and children, wanted women and children to be heard, for women and children to have voices, to come forward. We are forever grateful to Imkaan for being the big sister organisation that listens understands our issues and then helps us to become even more proactive. The equality impact assessment that we were able to produce is a testimony to that. Read Imkaan's state of the sector report which we hand delivered to 10 Downing street alongside our petition, both the Petition and Rally once again highlighted the importance of Apna Haq in leading the way in the UK on black women's issues alongside its black sister organisations.

We are the same different in terms of colour, race or religion but we are all human and we all have rights. So when those rights are being abused Apna Haq will be there to stand up for 'Our Rights'.

**Directors report (Continued)**

As I said to the supporting people funders when challenging the decision they had made 'Apna Haq is value for money, we bring so much to Rotherham and we are being punished for that. As a mother, if I go to the shop with £5 and bring back £10 worth of food for my family, is that not a good thing? That is what Apna Haq does for BME women and children in Rotherham, but this is not recognised. It is not seen

Since July we have worked so hard applying for funding for AH to keep it going as not believe in closing down and thank all the funders who helped us through as not easy , so a particular to Rotherham Borough Council. It's quite apparent that RMBC did really value the work of Apna Haq which is why they funded us for the 6 months from November to March.

**Added Value**

Through our business planning day we mapped out our areas of work concluded that work to support bme women facing issues of isolation violence and abuse, as well as the dv and cse work include wider forms of abuse such as racism and Islamophobia.

'Ending the silence' conference was a positive day-attendees were listening trying to understand the issues, to be able to engage more-hard to reach, to break the silence, it is hard to get through all of this, which is the reason why Apna Haq trying to push young women and girls to come forward.

Apna Haq does not work in local and national but also around Europe- highlighting the voices of the unheard women whether they be BME women or Muslim women.

The past year has been a different challenge altogether , without full funding instead of the focus being the helping of service users time for applying to small grants to keep helping women and girls

Rotherham Borough Council should have a specific funding pot for bme services, they should recognise specialist service provision recognise the speciality of black womens service.

**Director's responsibilities for the financial statements**

Company law requires the directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company at the end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, the trustees are required to: select suitable accounting policies and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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

**Small company provisions:**

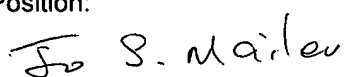
This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

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

Signed on behalf of the company's directors:

Signed: 

Name and Position:

  
S. Mailer  
Vice chair  
(Director)

Date: 16/6/16

**Accountants report to the Directors of  
Apna Haq Limited  
for the year ended 31st March 2016**

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These financial statements have been prepared in accordance with our terms of engagement and in order to assist you to fulfil your duties under the Companies Acts that relate to preparing the financial statements of the company for the year ended 31st March 2016.

We have prepared these finance statements based on the accounting records, information and explanations provided by you.

On the Balance Sheet you have acknowledged your duties under the prevailing Companies Acts to ensure that the company keeps adequate accounting records and prepares financial statements that give "a true and fair view".

You have determined that the company is exempt from the statutory requirement for an audit for this accounting year. Therefore, the financial statements are unaudited and we do not express an opinion.

This report is made to the Company's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the Company's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose.

Signed:



Date:

15/06/2016

Heera Singh FMAAT  
HSL Accountancy Solutions  
Enterprise House  
61a Carr House Road  
Doncaster  
DN1 2BY

**Apna Haq Limited**  
**Balance sheet**  
**As at 31st March 2016**

	Notes	2016 £	2015 £
<b>Fixed Assets</b>		0	0
<b>Current Assets</b>			
Debtors	4	73,523	1,681
Cash at bank & in hand		79,003	131,497
		<u>152,526</u>	<u>133,178</u>
<b>Liabilities</b>			
Creditors - amounts due within one year	5	-25,492	-29,254
<b>Net current assets</b>		127,035	103,924
<b>Net assets</b>		<u>127,035</u>	<u>103,924</u>
<b>Funds of the company</b>			
Unrestricted Funds	7	49,252	24,593
Designated Funds		69,559	66,774
Restricted Funds		<u>8,224</u>	<u>12,557</u>
<b>Total funds</b>		<u>127,035</u>	<u>103,924</u>

For the period ended 31<sup>st</sup> March 2016, the company is entitled to the audit exemption under section 477 (2) 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:

- a) ensuring the company keeps accounting records which comply with section 386; and
- b) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and its profit or loss for the financial year, in accordance with the requirement of the companies Act 2006 relating to accounts, so far as is applicable to the company.

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

The directors declare that they have approved the accounts above.

Signed on behalf of the company's directors:

Signed: 

Name and Position: *J. S. Mailer*  
*vice chair*  
*(Director)*

Date: *16/6/16*

**Apna Haq Limited**  
**Statement of Financial Activities (Incorporating the Income and Expenditure Account)**  
**for the year ended 31st March 2016**

		<b>General Fund £</b>	<b>Designated Funds £</b>	<b>Restricted Fund £</b>	<b>Total 2016 £</b>	<b>Total 2015 £</b>
<b>INCOMING RESOURCES</b>	<b>Notes</b>					
<b>Voluntary Income</b>						
Grants and donations	<b>2.1</b>	55		117,540	117,595	160,894
<b>Activities for Generating Funds</b>						
Contracts and commissioning	<b>2.2</b>	72,000			72,000	0
Fund-raising		475			475	0
Training income		2,000			2,000	5,225
<b>Other Income</b>						
Hardship fund				2,312	2,312	2,234
Miscellaneous income		1,208			1,208	366
<b>TOTAL INCOMING RESOURCES</b>		<b>75,738</b>	<b>0</b>	<b>119,852</b>	<b>195,590</b>	<b>168,719</b>
<b>EXPENDED RESOURCES</b>						
<b>Charitable Activities</b>						
<b>Support programmes</b>						
<b>Direct costs</b>						
Staff costs	<b>6</b>	48,482		83,798	132,280	142,535
Training costs and expenses		2,591		7,998	10,589	11,112
Travel expenses		3,827		2,083	5,910	5,598
Hardship expenses				2,134	2,134	1,560
Activities and project costs		1,638		2,109	3,746	608
Depreciation				0	0	333
<b>Support costs</b>						
Printing, postage & stationery		928		3,637	4,566	1,454
Overheads		3,578		8,159	11,737	10,297
<b>Governance Costs</b>						
Professional fees		340		1,177	1,516	1,729
<b>TOTAL EXPENDED RESOURCES</b>		<b>61,384</b>	<b>0</b>	<b>111,095</b>	<b>172,479</b>	<b>175,226</b>
<b>NET INCOMING/EXPENDED RESOURCES</b>		<b>14,354</b>	<b>0</b>	<b>8,757</b>	<b>23,111</b>	<b>-6,507</b>
<b>TRANSFERS BETWEEN FUNDS</b>		<b>10,305</b>	<b>2,785</b>	<b>-13,090</b>	<b>0</b>	<b>0</b>
<b>NET INCOMING/EXPENDED RESOURCES AFTER TRANSFERS</b>		<b>24,659</b>	<b>2,785</b>	<b>-4,333</b>	<b>23,111</b>	<b>-6,507</b>
<b>BALANCE B/F AT 1 APRIL 2015</b>		<b>24,593</b>	<b>66,774</b>	<b>12,557</b>	<b>103,924</b>	<b>110,432</b>
<b>BALANCE C/F AT 31 MARCH 2016</b>		<b>49,252</b>	<b>69,559</b>	<b>8,224</b>	<b>127,035</b>	<b>103,924</b>



## **1 Accounting policies**

### **1.1 Basis of preparation**

The financial statements are prepared under the historical cost convention and in accordance with Section 1A of FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland.

Although the company is not a charity it has the characteristics of a charity so the directors consider the Charities SORP (Statement of recommended practice) gives the most appropriate presentation.

### **1.2 Incoming resources**

These are included in the SOFA and the Income and Expenditure account. Incoming resources are recognised when:

- the company becomes entitled to the resources
- the directors are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SOFA and Income and Expenditure account

Grants and donations are only included in the SOFA and Income and Expenditure account when the company has unconditional entitlement to the resources.

Contractual income is only included in the SOFA and Income and Expenditure account once the related goods or performance related services have been delivered.

Investment income is included in the accounts when receivable.

### **1.3 Expenditure and liabilities**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the company to pay out resources.

### **1.4 Assets**

Tangible assets are capitalised if they can be used for more than one year, and cost at least £250. They are valued at cost, or, if gifted, at the value to the company on receipt.

The rates applicable are: Computer equipment - 33% straight line

### **1.5 Taxes**

The company is registered with HMRC. It is exempt from corporation tax on its charitable activities only. As at the date of these accounts the Company is not VAT registered.

## **2.1 Grants**

	<b>General Fund</b>	<b>Designated Funds</b>	<b>Restricted Fund</b>	<b>2016 Total</b>	<b>2015 Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Supporting people			96,667	96,667	145,000
Peoples Health Trust			1,073	1,073	4,294
Humber Learning Consortium			4,800	4,800	9,100
Police and Crime Commission			15,000	15,000	0
Community First Funding				0	2,500
	<b>0</b>	<b>0</b>	<b>117,540</b>	<b>102,540</b>	<b>160,894</b>

## **2.2 Contracts and commissioning**

	<b>General Fund</b>	<b>Designated Funds</b>	<b>Restricted Fund</b>	<b>2016 Total</b>	<b>2015 Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
RMBC - CSE Outreach	5000			5,000	0
RMBC - Children & Young Peoples Service	60000			60,000	0
CYP&F Consortium - CSE Awareness	7000			7,000	0
	<b>72,000</b>	<b>0</b>	<b>0</b>	<b>72,000</b>	<b>0</b>

**3 Fixed assets**

There were no fixed assets during the period if these accounts.

**4 Debtors**

	2016 £	2015 £
Trade debtors	73,060	880
Other debtors	463	801
	<b>73,523</b>	<b>1,681</b>

**5 Creditors - due within one year**

	£	£
Creditors	25,492	17,171
Deferred income		12,083
	<b>25,492</b>	<b>29,254</b>

**6 Staff costs and numbers**

	2016 £	2015 £
Wages and salaries	116,920	115,722
Social security costs	6,902	10,643
Other pension costs	8,458	16,171
	<b>132,280</b>	<b>142,535</b>

No person received emoluments of more than £60,000.in the year.

The average number of staff during the year were 8 FTE.

**7 Movement of funds**

	Opening Balance £	Incoming Resources £	Resources Expended £	Transfers £	Closing Balance £
<b>Unrestricted</b>					
General funds	24,593	75,738	-61,384	10,305	49,252
	0				
<b>Designated funds</b>					
Reserves	66,774	0	0	2,785	69,559
<b>Restricted</b>					
Hardship fund	8,045	2,312	-2,134		8,223
RMBC Supporting people	512	96,667	-84,089	-13,090	0
Peoples Health Trust	3,741	1,073	-4,814		0
Humber Learning Consortium	-1,688	4,800	-3,112		0
Community First Grant	1,947		-1,947		0
Police and Crime Commission	0	15,000	-15,000		0
<b>Total funds</b>	<b>103,924</b>	<b>195,590</b>	<b>-172,479</b>	<b>0</b>	<b>127,035</b>

**Designated funds** - The designated fund represents funds of the 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 services users in need of financial support.

**RMBC Supporting people** - The funding has been awarded to provide domestic violence support.

**Peoples Health Trust** - This funding was awarded to provide support to BME women the opportunity to learn about local and national issues and structure, make links and visit local MP's and organise a conference on Domestic Violence.

**7 Movement of funds (Continued)**

**Humber Learning Consortium** funding was awarded to provide training courses to service users.

**Community First Grant** funding was awarded to contribute to the outreach work already provided by Apna Haq.

**Police and Crime Commission** funding was awarded towards CSE provisions.

**8 Directors Remuneration**

No remuneration was received by any directors during the period. Only expenses proper incurred by Directors in the course of the company's business were reimbursed.

**9 Previous period comparison**

Previous period's information has been included for comparison purposes only.