



United for needy in Sri Lanka since 1996  
**Hela Sarana**  
UK Registered Charity No: 1093504

55 Herent Drive  
Clayhall, Essex IG5 0HE  
United Kingdom  
Tel: 02085543387  
E-mail: [secretary@helasarana.org](mailto:secretary@helasarana.org)  
Website: [www.helasarana.org](http://www.helasarana.org)

## Minutes of the Hela Sarana 24<sup>th</sup> Annual General Meeting 17.10.2020 via ZOOM

### Agenda

- 15. 45 hrs-16.00- meeting room - view Selected Hela Sarana projects over the last 20 years
- **16.00 hrs meeting called to order**
  1. 16.05 Welcome Address: Mr. Jayantha Silva-President
  2. 16.10 Two minutes silence to remember the friends, colleagues, key workers, and others who passed away
  3. 16.14 Minutes of the 23rd Annual General Meeting held on 12th October 2019: Dr. Jayantha Perera- General Secretary
  4. 16. 25 Adoption of the 23rd AGM Minutes
  5. 16.27 Treasurer's report: Mr. Methsiri Wijeratne- Treasurer
  6. 16.32 Adoption of the Treasurer's report
  7. 16.33 Election of Office Bearers for the year 2020-2021
  8. Presiding officer to be interim chair –Mrs Ruvenie de Alwis Jayasinghe
  9. Appointment of the New committee
  10. 16.40 Presidents report – Mr. Jayantha Silva
  11. 17.00 Student Scholarship programme –Mrs Irie Perera
  12. 17.10 Fund raising- Mr. Anil Kurukulasooriya and Mr. Alex McHardy
  13. 17. 15 Future projects –Dr Jayantha Perera
  14. 17.20 Keynote address: H. E. Mrs Saroja Sirisena, The High Commissioner of Sri Lanka to the United Kingdom.
  15. 17. 35 Q&A sessions
  16. 17. 45 Vote of thanks by the Secretary
- **18.00 END**



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## Minutes of the Hela Sarana 24<sup>th</sup> Annual General Meeting -17.10.2020 via Zoom

The 24<sup>th</sup> Annual General Meeting was called to order by Dr. Jayantha Perera, secretary of Hela Sarana at 16.00 hours to begin the first ever Hela Sarana virtual AGM.

The President of Hela Sarana Mr. Jayantha Silva commenced his welcome address as follows “Ayubowan and a very good evening. With your permission I take this brief departure from the traditional welcome to announce that whilst today’s event is held under a virtual environment, it will remain traditional in every sense and in accordance with the protocols and the constitutional requirement. As with many other institutions & organizations faced with the reality of the present unprecedented circumstances and a unique environment in the new world order today, we have gone virtual for the 1<sup>st</sup> time in our 25year history (the 24<sup>th</sup> AGM). Needless to emphasize that every institution without exception is compelled to adopt a virtual platform to fulfill its obligations and we are keeping pace with the new order. It is however, our fervent wish that we will be able to create that very traditional environment to feel we are all under one roof.

Though we are making every endeavor for a very smooth passage throughout the event, on the very onset I most humbly request your patience & understanding for any inadvertent shortcomings on our part and / or any IT glitches that we may encounter.”

He then extended a very warm welcome on behalf of the executive committee and the membership to her Excellency Mrs. Saroja Sirisena, the High Commissioner for the Democratic Socialist Republic of Sri Lanka to the UK and to the Honorary Patron of Hela Sarana Mrs Lalitha Meehitiya, distinguished and valued guests, our sponsors, donors, fund raisers, well-wishers, friends, Helasarana Executive Committee, the membership, and the youth group to the 24<sup>th</sup> AGM.

in keeping with our tradition of the last five years, we observed a 2 minute silence as a mark of respect and tribute in honour of our most respected founder and our inspirational leader late Mr Raja Meehitiya, late Mr Shelton Ranasinghe (our 1<sup>st</sup> general Secretary), and our other departed colleagues Dr Geetha Sathiyalingam, Mr Vish Vedage & Mrs Chandrani Amendra who served the hallowed institution with distinction. The silence was also extended as a mark of respect to the recently departed members, families, and keyworkers from the Covid 19 Pandemic.

Dr. Jayantha Perera presented the minutes of the 23<sup>rd</sup> Annual General meeting which was proposed as correct by Mr. Methsiri Wijeratna and seconded by Dr. Saman Perera.



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The treasures report by Mr. Methsiri Wijeratne was presented to the audience using PowerPoint through the shared screen facility. Dr. Jayantha Perera proposed the treasurers report as correct seconded by Dr. Kanthi Jayawardana.

The election of the new committee for the year 2020-2021 took place under the supervision of presiding officer and interim chair Mrs. Ruvenie de Alwis Jayasinghe after the executive committee for the year 2019 – 2020 resigned on mass as per constitution.

The newly elected executive committee is as follows.

President -Mr. Jayantha Silva

Vice President -Dr. Saman Perera

Secretary- Dr. Jayantha Perera

Joint Treasurers- Mr. Methsiri Wijeratna and Mr. Felix de Alwis jayasinghe

General committee- Mr. Leslie Dep, Mrs. Mala Polpitiye, Mr. Asoka Bollegala, Dr. Palitha Serasinghe, Mrs. Irie Perera, Dr. Jeevani Jayawardena, Mr. Aruna Perera, Dr. Daya Perera, Dr. Kanthi Jayawardana, Mr. Mangala Ranchagoda. Uditha Bopitiya

Information Technology and Digital media-Mr. Ruwan Wijeratne

Youth Committee

Miss Sayuri Serasinghe, Dr. Sachintha Perera, Dr. Hiroki Serasinghe. Ms Hiranya de Alwis Jayasinghe

**The President's Project report** was presented by Mr. Jayantha Silva who stated at the outset "it is crucial to demonstrate the transparency and openness of the organization, but also to ensure all our sponsors, donors, the wider memberships and those who are present for the first time are provided with an accurate account of our successes & achievements over the last 12 months and enlighten everyone present with our plans for the year ahead & future direction. I consider this vital to the well-being of the organisation insofar as its future lies in the hands of our existing sponsors, donors, new members, and extending this organisation appeal to wider Sri Lankan and other communities not only to enhance our support base but gain wider long-term recognition for what we do, and we stand for. It is in this context we endeavor to provide information of value and substance to facilitate your participation in many aspects of our work." "To retain the audience involvement, participation & focus during the time frame there will only be two presentations pertaining to two major areas of our work covering the ongoing Education and CKDu related Breakfast programme now entering its 9th year."



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He was keen to emphasise that Our Coordinators in Sri Lanka have been extremely active over the first 5 months of our accounting year (from Nov 19 up to middle of March 2020) before the Pandemic and ensured the completion of few key projects.

**a) Meth Sevana School building project in Gampola for Physically Disabled Children /adults**

Completion of this important project has ensured a long-term future for the children, adults, teachers, trainers, and everyone involved in running the school.

Approximately Cost: £3,000.00/=

This project was partly funded from donation received from Imperial College SL-society

**b) Kantale Mahaveli Raja Maha Vihara Dharmasala Project**

This project has been successfully completed and the Dharma Salama is now available for teaching facilities benefiting children in the village cluster and other religious events for the local community

Approximate Cost £4,000.00/=

**c) Four (04) specific Educational Projects**

3 in Piliyandala Area & 1 in Gampaha district were completed from the £15,000 Donation made by (Mrs. Aruni De Alwis from late Mrs. Florence De Silva's estate) at a total cost of approximately £5,500, leaving further £9500 for further educational related projects for the coming year. Projects completed as follows:

**i. Batuwandara Vidyalaya, Piliyandala**

Infrastructure development (Power supply and complete upgrade of electrical system for standard compliance & acoustic insulation).

Total approximate cost: £ 875.00/=

**ii. Mampe Vidyalaya - Piliyandala**

Complete School building upgrade & refurbishment

Total approximate cost: £ 2250.00/=

**iii. Hermann Gmeiner School -Piliyandala**

Infrastructure development & complete upgrade of electrics & power supplies for standard compliance.

Total approximate cost: £1350.00/



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***Sivralumulla Primary School, Nedungamuwa. Gampaha.***

One desk top computer including a screen and a laptop computer with necessary software for both computers were provided to enhance computer usage to benefit all students

Total approximate cost: £950.00/=

**COVID EMERGENCY RELIEF**

***1) COVID 19 Emergency Relief – Phase 1***

Provision of Dry Food Rations to families affected by the pandemic and subsequent lockdown measure, in collaboration with APSL.

Helasarana contribution £2400

***2) COVID 19 Emergency Relief – Phase 2***

Provision of N95 Masks to five hospitals in collaboration with APSL

Helasarana contribution: £700

APSL emergency relief team had been fully responsible for all activity led by Dr Leshan Uggalla, working with their coordinators operating across many regions of the country for both Emergency relief Phase 1 & 2

***3) COVID 19 Emergency Relief initiated by Dr Saman Perera with great assistance from Dr Palitha Serasinghe and coordinated by Pastor Eardley Mendis and his team in SL***

Provision of Dry Food Rations to over 100 families affected by COVID 19 in Baddegama area in Galle district & to renovate a kitchen to cook meals to families affected by floods in the area.

Total approximate cost: Rs 700,00/=

***4) Support to Apeksha Cancer Hospital***

Another collaborative project this time with Sri Lanka Leukemia Foundation to procure 3 x 24 port network devices for network upgrade & improvement

Helasarana Contribution: £ 2000



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## Key Portfolio projects

### ***1. Breakfast Project for patients undergoing Renal Dialysis at Anuradhapura Hospital***

The breakfast programme which is entering its 9<sup>th</sup> year is one of the most deserving humanitarian projects in our calendar and only tenable with your continued support. Annual expenditure for this programme **currently exceeds £8000**. (Only costs just £20 per/day to feed 40 patients per session)

Every patient (average 40 patients / session) attending dialysis treatment in the morning is provided with a wholesome breakfast and clean water every day 365 day / year. Even though the programme was not fully subscribed in any one of the 8 years and despite lack of sponsorship we continued to finance which has impacted our general reserves which is maintained for major emergencies and other humanitarian projects. Irrespective of funding constraints for all our activities, we have continued to support the scheme as this remains the only meal for many of the patients, who are some of the most deprived and poorest of our society. Mr. Jayantha Silva made an earnest plea to all present at the AGM to come forward & support the scheme and spread the merits of this scheme among friends and relatives for them to come forward.

### **2. Education Scholarships**

***Hela Sarana Student Education Grant Programme -presented by Mrs. Irie Perera***

***Please sponsor a child and make a difference***

The UK Committee: Mrs. Irie Perera, Dr Jeevani Jayawardena, Dr Kanthi Jayawardana, Mrs. Mala Polpitiye

Worked tirelessly with the 3 coordinators **In Sri Lanka**, led by Mr. Lucky Wijesekera to deliver the education scholarship programme for the deserving students. Since 2004 nearly 600 students have benefited from this programme. All coordinators are volunteers who give their time free of charge to the project to make it a success and keep the costs to a minimum

#### **The current cost of Sponsorship**

£5/month for a school child

£10/ month for an A/L student

£15/month for a university student

Mrs. Irie Perera informed the audience that Hela Sarana sponsored students from Anuradhapura, Colombo, Galle, Gampola, Hambanthota, Kandy, Kurunegala, Matara, Monaragala, Polonnaruwa, Ratnapura, Vavuniya. In the 2019-2020 year 107 Students were sponsored. She said “We select students who are academically able from low income families. The head teachers and class teachers



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help us to select deserving students. Successful students are checked and approved by Lucky and the team. “

### **How do we monitor the project?**

The team in Sri Lanka visit schools once a year. They collect progress reports of the students. Lucky checks the progress of every student. If they are not doing well Lucky contacts them individually to advise and encourage them to do well in their exams. The school students write thank you letters to their sponsors once a year. University students provide yearly progress letters to Lucky until completion of their degree course.

UK coordinators meet at least twice a year to monitor the student database, check donations from sponsors and look for new sponsors. We forward the letters from students to their sponsors.

The UK committee informed the virtual audience, “In 2019-2020 academic year we have 91 school children and 16 university undergraduates receiving grants. The total cost for the student grant programme is £820/month. We currently have 110 sponsors. “

“It is very easy to sponsor a child. You can set up a standing order through Virgin money. The information is on our website; [www.helasarana.org](http://www.helasarana.org). You can also contact the coordinators. “

### **Improving social cohesion through community participation**

#### ***Fund raising events***

***Walkathon to raise money for the Infectious Disease Hospital (Improvement of Living quarters)*** - members and well-wishers ran/walked and raised almost £6000 in the UK and Rs.160,000/= in Sri Lanka

#### ***Annual Golf event***

Mr. Anil Kurukulasooriya and Mr. Alex McHardy spoke about how they raised £2700 for Hela Sarana projects in 2020 with their annual golf event. Their boundless enthusiasm to raise money for the charity year after year was well appreciated by the membership.

***Baila Night*** – The Youth Committee led by Mr. Ruwan Wijeratne raised £1600 from their six to eight Baila night.

***Back to the 70-2***-The second edition of the popular back to the 70’s musical show organised by Hela Sarana raised over £5000 for Charity projects. Dr. Daya Perera (EXCO) member, once again choreographed the whole event with the help of a dedicated group of musicians who gave their time and effort to raise money for the charity ably supported by the exco and membership.





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## Projects Planned for 2021

Hela Sarana Secretary Dr. Jayantha Perera presented the project plan for 2021 “With the country getting back to a degree of controlled normality following sustained and incessant COVID 19 control and containment measures, our coordinator had planned visits to various remote areas where numerous humanitarian needs had been identified and come to light. The first of these visits were to be made towards the middle to end of Oct. However, with the 2<sup>nd</sup> wave returning with a vengeance all visits are now on hold and difficult to estimate the time frame when we can resume our work to identify projects for 2021” he said.

The few specific projects identified for the next financial year were:

- 1) IDH hospital living quarters / Accommodation block Roof reconstruction (Charity Walkathon which has raised almost £6000 here in the UK and further Rs 160,000/= in SL)
- 2) Reconstruction of Kitchen destroyed by recent floods in Baddegama
- 3) Financial aid to two families in Baddegama area who had lost their livelihood following the pandemic and the subsequent Major floods.
- 4) Possibility of resurrecting Dr the Hela Vision Cataract project

Keynote address by HE Mrs Saroja Sirisena, Sri Lanka High commissioner to the UK, a followed. Her Excellency acknowledged the role played by Hela Sarana over the years to improve the quality of lives in the needy and was very thankful for our disaster relief programmes over the years.

## Vote of Thanks

Mr. Jayantha Silva- President of Hela Sarana delivered the vote of thanks as follows

“I now take this opportunity on behalf of the EXCO to convey my appreciation and gratitude to all our sponsors, donors including very many on the CKDu breakfast programme, supporters, membership base and to several Key contributors to Helasarana cause over the last 12 months which had enabled us to undertake number of community and Emergency Relief projects that would not have been possible otherwise. In this context it is important to note the significant financial contributions made by Anil & Alex from West Essex Golf Club through their annual golf day fund raising event and Imperial College SL Society.

I also place on record our profound appreciations to APSL & SLLF for giving us the opportunity to collaborate with Covid 19 emergency relief and Apeksha Cancer Hospital network upgrade projects respectively. Special thanks to APSL President Dr Mahesh De Silva & the then General Secretary Dr Leshan Uggala for their tremendous efforts & dedication for Covid 19 Emergency relief measures and Mr. Nihal Perera President SLLF leading the way on Apeksha Cancer Hospital network upgrade.

I recognise the tremendous workload undertaken by all our sponsors, donors, supporters, fund raisers and well-wisher to promote Helasarana activities, their continued commitment, support, &





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encouragement to Helasarana EXCO over the last 12 months and on behalf of the EXCO my sincere thanks and appreciation.

We have worked with passion and greater commitment to successfully complete many projects and I am truly indebted to everyone for our achievements over the last 12 months particularly to our dedicated team in SL headed by Lucky & Kanthi Wijesekera and the 3 coordinators in Mr Daya Meethiya (Daya aiya), Mr. Wickremasinghe and Mr. Chandrasiri Liyanage for their sterling work throughout this period despite the Pandemic

it is a great honour to serve this passionate organization and I could not have asked for greater support, backing and solidarity from EXCO members and everyone involved. It has been an inspiring experience working with a team of professionals with unparalleled enthusiasm & commitment. To the EXCO, our invaluable team in SL, the wider membership and the youth group, my profound gratitude and appreciation for all their encouragement and guidance always.

Now allow me to thank your Excellency and all present at the virtual gathering most sincerely for your participation at this year's event. This organization relies on your continued backing to extend our charitable endeavors to reach far & wide. Thank you all for listening"

The virtual audience were very appreciative of the Helasarana portfolio, the work showcased, opportunities provided to interact albeit via zoom but yearned to have the delectable cuisine, toe tapping music and face to face interaction made impossible by the Pandemic.

The meeting concluded on time.

Minutes prepared By Dr. Jayantha Perera, Secretary Hela Sarana.

**The minutes were approved as correct by the Board of Trustees of Hela Sarana**

Mr. A. j. Bollegala

Mr. G. A. Perera

Mrs M. Polpitiye

D.J. Jayawardane

Dr. S.D. Perera

Mr. W.L.P. Dep

Mr. M. Wijeratne

Mr. R. J. Silva

Dr. P. Serasinghe

Mrs. I Perera

Dr. S. J. Perera

**Report of the Trustees and**  
**Unaudited Financial Statements For The Year Ended 30 September 2020**  
**for**  
**Hela Sarana**

Actar Ellis Brown & Co  
Security House  
7-8 Sevenways Parade,  
Woodford Avenue, Gants Hill,  
Ilford  
Essex  
IG2 6XH

## **Hela Sarana**

### **Report of the Trustees**

#### **For The Year Ended 30 September 2020**

The trustees present their report with the financial statements of the charity for the year ended 30 September 2020. The trustees have adopted the provisions of 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) (effective 1 January 2019).

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing document**

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

#### **Registered Charity number**

1093504

#### **Principal address**

55 Herent Drive  
Clayhall  
Ilford  
Essex  
IG2 0HE

#### **Trustees**

A J Bollegala  
Mrs M Polpitiye  
Dr S D Perera  
W L P Dep  
M Wijeratna  
R J Silva  
Dr P Serasinghe  
Mrs I Perera  
Dr. S Perera  
G A Perera  
Dr. J Jayawardene

#### **Independent Examiner**

Actar Ellis Brown & Co  
Security House  
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Ilford  
Essex  
IG2 6XH

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
R J Silva - Trustee

**Independent Examiner's Report to the Trustees of  
Hela Sarana**

**Independent examiner's report to the trustees of Hela Sarana**

I report to the charity trustees on my examination of the accounts of Hela Sarana (the Trust) for the year ended 30 September 2020.

**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 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Sylvein Pinto FCCA, ACMA  
Actar Ellis Brown & Co  
Security House  
7-8 Sevenways Parade,  
Woodford Avenue, Gants Hill,  
Ilford  
Essex  
IG2 6XH

Date: 11.03.21

## **HELA SARANA**

### **Statement of Income & Expenditure For the Year Ending 30th September 2020**

£                      £

#### **Income**

Regular Donations by Standing Orders	13,950.00
Other Donations	2,869.75
AGM 2019	2,110.95
CKDU - Breakfast Programme	1,580.00
Virgin Money Giving	5,956.75
Bank Interest	220.54
Charities Trust	44.65
Youth Project (Bila Night )	1,606.91
Back 2 70`s Concert	22,630.00
<b>Total Income for the Year</b>	<b>50,969.55</b>

#### **Expenditure**

Cost for Mr. Shelton Ranasinghe`s Alms Giving	630.00
Web Maintenance Charges	320.00
AGM 2019 Catering Cost	660.00
Hall Hire AGM 2019	400.00
Donation to APSL for Covid 19 Projects	2,800.00
Covid 19 Project in Sri Lanka	445.00
Donation to SLLF UK	2,000.00
Transfer to Sri Lanka Account for Various Projects	23,507.00
Bank Charges	310.40
DHL Cost to Sri Lanka	38.95
Total Expenditure for Back 2 70` Concert	16,830.01
<b>Total Expenditure for the Year 2019-2020</b>	<b>47,941.36</b>
<b>Income over Expenditure for the Year</b>	<b>3,028.19</b>

### **Balance Sheet as at 30th September 2020**

#### **Assets**

Barclays Current Account	60,869.44
Barclays Savings Account	1,334.41
BOC Savings Account	674.72
BOC Fixed Deposit Account	21,900.22
<b>Total Assets</b>	<b>84,778.79</b>
Income over Expenditure for the Year	3,028.19
Balance brought forward from 1st October 2019	81,750.60
<b>Total Funds</b>	<b>84,778.79</b>

The financial statements were approved by the Board of Trustees on 04 October 2020 and were signed on its behalf by:

**Methsiri Wijeratna**  
**Trustee and Treasurer**