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Company No. 5100582  
Charity No. 1107386

**SMETHWICK PAKISTANI MUSLIMS  
ASSOCIATION LTD**

**REPORT AND FINANCIAL STATEMENTS**

**31st MARCH 2021**



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**COMPANY INFORMATION**

COMPANY NO: 5100582

CHARITY NO: 1107386

REGISTERED OFFICE: Victoria Centre  
Suffrage Street  
Smethwick  
West Midlands  
B66 3PZ

TRUSTEES & DIRECTORS:	Mr Amir Afzal	- Chair Person
	Mr Abid Hussain	- Vice Chair
	Mr Amjad Ali	- General Secretary
	Mr Saghir Ahmad	- Vice Secretary
	Mr Mohammed Araf	- Treasurer
	Mr Ishtiaq Hussain	- Vice Treasurer
	Mr Mohammed Rouf	- Trustee
	Mr Sajid Rehman	- Trustee
	Mr Zahoor Ahmed	- Trustee
	Miss Samiya Akhter	- Trustee
Mr Zahid Aziz	- Trustee	

SECRETARY:	Mr Amjad Ali	- General Secretary
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ACCOUNTANT: Shabir Nawab & Co Accountants  
11 Portland Road  
Edgbaston  
Birmingham  
B16 9HN

BANKERS: Barclays Bank  
Soho Road Branch  
351-359 Soho Road  
West Midlands  
B21 9SE

## **TRUSTEES REPORT**

The directors of the charitable company ('the charity') who are also its trustees, submit their report and the financial statements of Smethwick Pakistani Muslims Association Limited (SPMA) for the year ended 31st March 2021. Throughout this report the directors of the charitable company are referred to as the trustees.

### **NAME AND NATURE OF CHARITY**

The full name of the charity is Smethwick Pakistani Muslims Association Limited. It is a company limited by guarantee, and is a registered charity governed by its Memorandum and Articles of Association.

The company was formed on 13th April 2004 and was registered with the Charity Commission of England and Wales.

### **CHARITY TRUSTEES**

The following trustees have held office during the period:

Zahoor Ahmed	Amjad Ali	Samiya Akhter
Ishtiaq Hussain	Amir Afzal	
Mohammed Araf	Saghir Ahmad	
Abid Hussain	Sajid Rehman	
Mohammed Rouf	Zahid Aziz	

### **OBJECTIVES AND ACTIVITIES**

The main aims and objectives of SPMA are as follows:

- \* To develop a community based organisation that serves the needs and aspirations of the Pakistani population and the wider community in Sandwell.
- \* Establishing an education and training programme.
- \* Providing advice and information.
- \* Providing a point of reference and access for other groups within Sandwell.

The SPMA provides services and activities to the community in the following areas:

- \* Education and Training
- \* Social Welfare
- \* Debt Management & Support
- \* Health Development
- \* Youth Development

Promoting well being in the local community, we want people to find help in times of crisis, we also want to support people recovering from problems to work out and implement their own ideas for a better life.

Improving the quality of life and well being are not merely about enduring and coping; they involve taking control and enjoying life to the full. This means valuing individuals experience and talents whatever their current circumstances. We want a centre that stimulates active participation; our visitors will give support as well as receive it through self-help groups and mutual volunteering schemes.

We want people to be able to seek help in a place that is familiar and unthreatening and does not set seekers apart from the rest of the community.

## **TRUSTEES STATEMENT**

First and foremost the trustees would like to thank the staff and volunteers for their hard work and commitment over the past very difficult year. We greatly appreciate the invaluable contribution they have made to our work.

On behalf of the Charity we would like to express our thanks to all the donors, both individuals and companies. Their kind contributions are appreciated and their continued support is valued by the Charity.

## **REVIEW OF DEVELOPMENTS**

This year SPMA Ltd has relocated all services and activities to Victoria Centre.

It has been a very challenging year due to the pandemic, but despite this with careful risk and service management SPMA Ltd has had a productive year under very difficult circumstances.

Management Committee members meet regularly to review the performance of the organisations staff and the projects that they are running as well as ensuring that the organisation is continuing to be run on a financially secure basis. In this financial year, SPMA has continued to work towards securing funding for the core costs of the organisation as well as funds for the main activities and services the organisation provides.

Further refurbishment has been carried out at Victoria Centre, with some works pending. This will enable the centre, post covid restrictions, to be fully operational offering the following facilities:

- \* Providing multi-interest access.
- \* Study support classes for young people.
- \* Activities for men and women.
- \* Sporting activities for all age groups.
- \* Centre hire for various functions and business seminars.
- \* Healthy Cooking Classes.

The vision for Victoria Centre is to transform it into a vibrant community hub which will cater for all members of the community and also to hire the centre out for various functions, thus resulting in an additional income stream enabling SPMA to be self sustaining and to further increase its activities and guidance which includes:

- \* Welfare Rights.
- \* Debt Management Service
- \* Housing.
- \* Benefits.
- \* Support and Advocacy.
- \* Translations Service.

During 2020/2021 SPMA Ltd has officially supported 5,767 clients and total income generated through Advice Service was £2,184,396.

The impact of COVID-19 restrictions and lockdowns has had a significant effect on client numbers as was expected.

SPMA Ltd are Authorised and Regulated by the Financial Conduct Authority (FCA) as a consumer credit Firm (629701) , providing a Debt Advice & Management Service to our clients.

This financial year the total number of debt cases was 1,089 with a total debt value of £3,512,780. Through SPMA Ltd intervention and advice/support the total value of debt reduced or written off was £2,118,403. (60%).

Although SPMA have exceeded all targets set by the SLA and have made a huge difference to people's incomes, we are acutely aware that in times of financial hardship and local authority cutbacks, it is very often the voluntary sector which feels the effects. As such SPMA will seek funding from a range of sources including Specialist funding, Trusts and Government sources as well as Contracts with service providers to continue to deliver and improve all aspects of the organisations work.

**SMETHWICK PAKISTANI MUSLIMS ASSOCIATION LTD**  
**TRUSTEES STATEMENT**

**RISK MANAGEMENT**

Accounting functions are carried out by the Trustees and staff. The Trustees have reviewed the areas of potential risk for the Charity and concluded that there are sufficient controls in place to protect all the current fund-making activities. The Trustees will review this issue on an annual basis and, where appropriate take advice from the accountants. The Trustees meet the accountants each year to discuss their report on internal financial controls and their recommendations arising from the preparation of accounts. Their recommendations are adopted.

SPMA will give due consideration to issues such as local culture, traditions and the political situation. They will also consider the advice, information and views from local groups which will play an important part in deciding what projects and purposes will most effectively benefit a community and fulfil the Charity's purposes.

**RESERVES**

The Trustees consider it prudent that unrestricted funds should be sufficient for the Charity's use. The Trustees have decided that there is a need to maintain unrestricted funds for the following reasons:

- (a) To provide funds which can be designated to specific projects to enable these projects to be undertaken at short notice and
- (b) To cover administration and support costs without which the Charity could not function.

The Board of Trustees are satisfied that the Charity is in a position to meet all its commitments out of income and that its reserves are sufficient for its purposes.


**RESULTS**

The results for the year are set out in the attached accounts. Incoming resources amounted to £191,704 and resources expended amounted to £187,778 generating a profit of £3,926 (2020:-£2285)

**ACCOUNTANTS**

A resolution to re-appoint Shabir Nawab & Co, as accountants will be put to the members at their 2021 meeting.

By Order of the Board of Trustees

  
Amir Afzal  
Chairman

  
Amjad Ali  
General Secretary

**TRUSTEE'S RESPONSIBILITIES IN THE PREPARATION OF FINANCIAL STATEMENTS**

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 company and of the surplus or deficit of the company for that period. In preparing those financial statements, the trustees are required to:

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

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

**ACCOUNTANTS REPORT ON THE UNAUDITED ACCOUNTS TO THE MEMBERS OF SMETHWICK  
PAKISTANI MUSLIMS ASSOCIATION LTD**

As described on the balance sheet you are responsible for the preparation of the accounts for the year ended 31st March 2021 set out on pages 8 to 13, and you consider that the company is exempt from an audit and a report under Section 477 of the Companies Act 2006. In accordance with your instructions, we have compiled these unaudited accounts in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanation supplied to us.

*Nawab*

**SHABIR NAWAB & CO ACCOUNTANTS**

11 Portland Road  
Edgbaston  
Birmingham  
B16 9HN

Dated: 9th December 2021



**STATEMENT OF FINANCIAL ACTIVITIES**  
**for the year ended 31 March 2021**

	NOTE	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
<b>INCOMING RESOURCES</b>					
Donations receivable	1	81,135	33,961	115,096	158,489
Other Income:	1a		-		
HMRC JRS Grant		43,212	-	43,212	
Sandwell Council Grant		33,036		33,036	
Membership fees	2	360		360	360
<b>TOTAL INCOMING RESOURCES</b>		<b>157,743</b>	<b>33,961</b>	<b>191,704</b>	<b>158,849</b>
<b>RESOURCES EXPENDED</b>					
Charitable expenditure:					
Management and administration	3	89,419	5,372	94,791	68,328
Staff costs	4	64,398	28,589	92,987	92,806
<b>TOTAL RESOURCES EXPENDED</b>		<b>153,817</b>	<b>33,961</b>	<b>187,778</b>	<b>161,134</b>
<b>NET MOVEMENTS IN FUNDS</b>	7	3,926		3,926	-2,285
Funds brought forward	7	51,849	-	51,849	54,134
<b>Fund balances carried forward at 31st March 2021</b>		<b>55,775</b>	<b>-</b>	<b>55,775</b>	<b>51,849</b>

**PROFIT & LOSS ACCOUNT**  
**for the year ended 31 March 2021**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Income	191,344	158,489
Membership fees	<u>360</u>	<u>360</u>
<b>Total Income</b>	<u>191,704</u>	<u>158,849</u>
<b>Total Expenditure</b>	<u>187,778</u>	<u>161,134</u>
<b>NET INCOMING / (OUTGOING) RESOURCES FOR THE YEAR</b>	<u><u>3,926</u></u>	<u><u>(2,285)</u></u>

Total income comprises £33,961 of restricted funds and £157,743 of unrestricted funds.(2020:£158,849) A detailed analysis of income by source is provided in the Statement of Financial Activities and notes 1-2.

Detailed analysis of expenditure is provided in the Statement of Financial Activities and notes 3-4.

No separate Statement of Total Recognised Gains and Losses has been presented as all such gains and losses have been dealt with in the Statement of Financial Activities. Net incoming resources for the period arise from the charity's continuing operations.

**BALANCE SHEET**  
as at 31 March 2021

	NOTE	2021 £	2020 £
<b>FIXED ASSETS</b>	5	24,890	19,742
<b>CURRENT ASSETS</b>			
Cash in Hand & at Bank		90,828	25,203
Debtors	6a	10,969	10,969
		<u>126,687</u>	<u>55,914</u>
<b>CREDITORS</b>			
Amounts falling due within one year	6	70,912	4,065
		<u>70,912</u>	<u>4,065</u>
<b>NET ASSETS</b>		<u>55,775</u>	<u>51,849</u>
<b>INCOME FUNDS</b>			
Unrestricted funds - surplus		<u>55,775</u>	<u>51,849</u>
<b>NET ASSETS</b>		<u>55,775</u>	<u>51,849</u>

The Trustees are satisfied that the Company is entitled to exemption under Section 477 of the Companies Act 2006 and no members have requested an audit pursuant to Section 476 of the Act.

**BALANCE SHEET (continued)**  
**as at 31 March 2021**

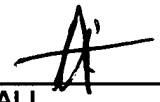
The Trustees acknowledge their responsibilities for: -

- (i) ensuring that the company keep proper accounting records which comply with Section 386 and 387 of the Companies Act 2006 and
- (ii) 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 of its profit or loss for the financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The accounts have been prepared in accordance with the special provision of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board of Trustees on 9th December 2021

  
A. AFZAL

  
A. ALI

## **ACCOUNTING POLICIES**

### **BASIS OF ACCOUNTING**

The financial statements have been prepared under the historical cost convention and are in accordance with the Companies Act 2006 and follow the recommendations in Accounting and Reporting for Charities Statement of Recommended Practice (SORP 2000) issued in October 2000.

The charity has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cashflow statement.

### **INCOMING RESOURCES**

All incoming resources are included in the Statement of Financial Activities when the charitable company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Donations are recognised in full in the year in which they are receivable.

Intangible income is treated as unrestricted funds and is included at the value to the charitable company where this can be quantified and a third party is bearing the cost.

### **RESOURCES EXPENDED**

Resources expended are recognised in the period in which they are incurred.

Grants payable are charged in the year when paid to the recipient. All grant offers are conditional. Any amounts not spent by the recipient and repaid to the charitable company are credited to the Statement of Financial Activities when repaid.

Management and administration comprises costs for the running of the charitable company as an organisation

### **VALUE ADDED TAX**

Value Added Tax is not recoverable by the charity, and as such all costs met directly by the charitable company are included gross of VAT in the Statement of Financial Activities.

### **ACCUMULATED FUNDS**

The various accumulated funds represent the following:

Restricted Funds:                      These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Unrestricted Funds:                      These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

All donations received by the charity to date in the financial statements have been prepared to show these donations as being unrestricted. Investment income has also been shown as unrestricted funds.

### **LEGAL STATUS OF THE CHARITY**

The charity is a company limited by guarantee and has no share capital. The company members are the trustees and their liability in the event of winding up is limited to £10.

**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 March 2021

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>1 DONATIONS</b>		
The details of donations received are as follows:		
<b>RESTRICTED FUNDS: -</b>		
The Henry Smith Charity	30,600	31,900
Harborne Parish	59	844
The Roger & Douglas Turner Charitable Trust	-	2,000
Wolverhampton Council	2,750	-
Sport England	-	33,134
B.B.C - CIN	3,302	8,314
<b>UNRESTRICTED FUNDS: -</b>		
Sandwell Consortium	13,130	12,866
S.M.B.C.	63,293	62,772
Centre Hire	1,962	6,659
	<u>115,096</u>	<u>158,489</u>
<b>1a OTHER INCOME:-</b>		
HMRC JRS Grant	43,212	-
Sandwell Council - Grant	33,036	-
	<u>76,248</u>	<u>-</u>
<b>2 MEMBERSHIP</b>		
Fees received	<u>360</u>	<u>360</u>
<b>3 RESOURCES EXPENDED ON MANAGING AND ADMINISTERING THE CHARITY</b>		
Other administration costs	<u>94,791</u>	<u>68,328</u>
<b>4 STAFF COSTS</b>		
The average monthly number of persons employed by the charity during the year was:		
Office and Management	<u>5</u>	<u>5</u>
Staff costs for above person		
Wages and salaries	92,409	92,225
Social security & Pension costs	578	581
	<u>92,987</u>	<u>92,806</u>

There were no employees with emoluments above £50,000.

Trustees remuneration:

No remuneration was paid to the trustees in the period.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

<b>5 FIXED ASSETS</b>	<b>2021</b>	<b>2020</b>
<b>OFFICE EQUIPMENT</b>	<b>£</b>	<b>£</b>
<b>COST</b>		
At 31st March 2020	68,225	66,419
Additions	6,939	1,806
At 31st March 2021	75,164	68,225
<b>DEPRECIATION</b>		
At 31st March 2020	48,483	46,692
Charge for year	1,791	1,791
At 31st March 2021	50,274	48,483
<b>Net Book Value</b>		
At 31st March 2021 / 31st March 2020	24,890	19,742

**6 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

Accruals and deferred income	70,800	3,952
Other Taxation and Social Security	112	113
	70,912	4,065

**6a DEBTORS / JMA TRUST**

10,969	10,969
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**7 FUNDS MOVEMENT**

	<b>Balance at 01/04/20 £</b>	<b>Incoming Resources £</b>	<b>Expenditure £</b>	<b>Total Funds 2021 £</b>
Total Funds	51,849	191,704	187,778	55,775

**8 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2021 £</b>
Current Assets	101,797	-	101,797
Liabilities due within one year	(70,912)	-	(70,912)
	30,885	-	30,885

**9 RELATED PARTY TRANSACTIONS**

There were no related party transactions during the year