

# ORPHANS SHELTER FOUNDATION

England & Wales · Charity number 1109361

## Details

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**Other names** OSF

**Status** Registered

**Legal form** Other

**Registered** 2005-05-09

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 17 Fairlands Avenue  
Thornton Heath  
Surrey  
CR7 6HD

**Phone** 07761106664

**Email** [drzhaque@yahoo.co.uk](mailto:drzhaque@yahoo.co.uk)

## Activities

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**Objects:** TO PROMOTE ANY CHARITABLE PURPOSE FOR THE BENEFIT OF THE ORPHANS IN PARTICULAR THOSE OF BANGLADESHI ORIGIN BUT NOT EXCLUSIVELY INCLUDING THE RELIEF OF POVERTY, SICKNESS AND DISTRESS, THE ADVANCEMENT OF EDUCATION INCLUDING THE PROVISION OF LITERACY AND INNUMERACY, LANGUAGE CLASSES, SKILLS DEVELOPMENT IN ICT AND THE PROVISION OF FACILITIES FOR RECREATION AND OTHER LEISURE TIME ACTIVITIES.

**Activities:** The objects of the charity are to promote any charitable purpose for the benefit of orphans and the poor, in particular, those of Bangladeshi origin, but not exclusively, including the relief of poverty, sickness, and distress, the advancement of education, including the provision of literacy and numeracy, language classes, skills development in ICT, and the provision of facilities for recreation.

## Classification

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- **How:** Makes Grants To Individuals, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, The Prevention Or Relief Of Poverty, Accommodation/housing, Amateur Sport, Economic/community Development/employment
- **Who:** Children/young People, People Of A Particular Ethnic Or Racial Origin

## Geography

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- Bangladesh

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-12-31	£131,001	£145,919	-	-
2023-12-31	£131,539	£129,328	-	-
2022-12-31	£151,172	£128,999	-	-
2021-12-31	£97,373	£102,161	-	-
2020-12-31	£126,778	£88,393	-	-

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## Trustees

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Name	Role	Appointed
<b>Najmus Ahmed</b>	Chair	
ASMA RAHMAN		2011-08-05
Anisur Rahman		2023-11-13
BATUL HAQUE		2011-08-05
Dr Md ziaul HAQUE		

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**ORPHANS SHELTER FOUNDATION**

England & Wales - Charity number 1109361

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# Accounts

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# Orphan Shelter Foundation

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## TRUSTEES' REPORT FOR THE YEAR ENDED 31/12/2024

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

#### **Governing Documents:**

The organization was established on 23rd January 2004, and its constitution was adopted on the same day. Although the charitable activities commenced on 8th July 2004, the registration with the charity commission occurred on 8th May 2005.

#### **Recruitment & Appointment of the Management Committee:**

The charity's trustees are responsible for its management and running the charity. The Chairman and the Treasurer of the charity management committee are selected by members during the annual general meeting.

#### **Trustee Induction and Training:**

While no formal training is provided by the charity, trustees are encouraged to attend relevant training sessions offered by voluntary organizations. The trustees bring relevant skills and knowledge to the organization that they gained through their occupations and other activities.

#### **Risk Management:**

The management committee conducts review of major risks to which the charity is exposed. A risk register has been established and it is updated at least annually. Where appropriate systems or procedure are reviewed and maintained to mitigate the identified risks. Significant external risks to funding have led to the development of a strategic plan that will allow for the diversification of funding and activities. Internal control is minimized by the implementation of procedures for authorization of all transaction and projects. The procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

The single greatest risk to the organization is short term funding. The trustees have kept this as a standing item on the agendas of the meetings and are taking steps to secure a minimum of 3-year funding. Part of managing against this risk is also work on diversifying and funding base of the organization and work to be taken to secure project funding from a variety of sources, this work is consistently under review and will remain a standing item on the agenda.

#### **Organizational Structure:**

##### ***Membership***

Membership of the charity shall be open to any person over the age of 18 years or anybody corporate or unincorporated association who is interested in furthering the charity's work and has paid any annual subscription.

##### ***Honorary Officers***

At the annual general meeting of the charity the members shall elect from amongst themselves a chairman, a secretary and a treasurer who shall hold office from the conclusion of that meeting.

##### ***Executive Committee***

The executive committee shall consist of not less than 5 members not more than 10 members who are elected at the annual general meeting who shall hold office from the conclusion of that meeting.

#### **Objective & Activities:**

The primary aim of the charity is to promote any charitable purpose for the benefit of the orphans in particular those of Bangladeshi origins but not exclusively including the relief of poverty, sickness and distress, the advancement of education including the provision of literacy and innumeracy, language

# Orphan Shelter Foundation

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classes, skill development in IT and the provision of literacy and innumeracy, language classes, skill development in ICT and the provision of facilities for recreation and other leisure time facilities.

In planning our activities for the year we kept in mind the charity commission's guidance on public benefit at our trustee meetings. The focus of our activities remains the under privileged orphans of Bangladesh. We welcome all orphans regardless of any qualitative sorting criteria; we believe this philosophy of openness to all enriches everyone through the sharing of the skills, aptitude & life experiences of our orphan people & our volunteers.

## **Achievement and performance:**

The main areas of charitable activities are to enable the orphans in building their capacity and confidence to deal with their lives and contribute meaningfully in the society by means of education, training and encouragement.

During the year completion of various orphanage have been progressing in accordance our plans and publication.

## **Financial Review:**

Against the backdrop of the limited resources and insecurities over funds, it has continued to be difficult to plan or develop services. Nevertheless, the charity, with the aid of sound financial management and the support its volunteers generated a small surplus of the period and remained solvent.

## **Principal funding sources:**

Aside from income generated by the membership fees and donations from the individuals' gift aid and donations scheme. There are some donors who asked not to mention their name in the accounts, whose support is valued. Donation from individual donors continued to be a source of strength to the charity.

## **Investment policy:**

Aside from retaining a prudent amount in reserve in each year most of the charity funds are to be spent in short term so there are few funds for long term investment.

Having considered the options available, the management committee decides to return the small amount if it has available to general funds.

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

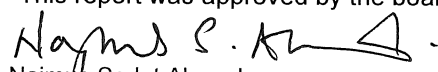
The trustees plan to continue its current activities in line with available resources. This mean consultation with members and seeking support from other likeminded bodies in fulfilling organizational objectives. Funding will be sought for the delivery of specific projects and resources will be shared if possible with other organizations to ensure that viability is maintained.

## **Basis of preparation of accounts:**

As the charity is not set up under the company law and its income is less than the statutory threshold the trustees decides to take the opportunity to prepare its accounts simply on the basis of receipt and payment basis. An Independent examiner report is included as the gross income during the accounting year exceeds over £25,000 but not more than 1 million.

This report provides transparency on the organization's operations, challenges, and future plans, offering stakeholders a clear understanding of its activities and financial standing.

This report was approved by the board on 14/10/2025

  
Najmus Sadat Ahmed  
Trustees



# Receipts and Payments

Charity Name:

ORPHANS SHELTER FOUNDATION

Charity Number (if any):

1109361

For the Period From (Start Date)

01/01/2024

to (end date)

31/12/2024

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Voluntary Donations	114,711	-	-	114,711	116,496
Receipts-Fund Raising Activities	13,607	-	-	13,607	9,449
Other Receipts-RFC	-	-	-	-	3,070
Gift Aid -HMRC	2,683	-	-	2,683	2,524
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>131,001</b>	<b>-</b>	<b>-</b>	<b>131,001</b>	<b>131,539</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>131,001</b>	<b>-</b>	<b>-</b>	<b>131,001</b>	<b>131,539</b>
<b>A3 Payments</b>					
Charitable Activities	116,250	-	-	116,250	115,733
Bank Charges	1,576	-	-	1,576	2,057
Internet & Telephone	1,369	-	-	1,369	317
Printer & Postage	88	-	-	88	89
Advertisement	661	-	-	661	120
Cost of Raising Funds	10,600	-	-	10,600	10,600
Professional Fees	2,160	-	-	2,160	-
Sundry	653	-	-	653	412
Other Receipts-RFC	12,562	-	-	12,562	-
	-	-	-	-	-
<b>Sub total</b>	<b>145,919</b>	<b>-</b>	<b>-</b>	<b>145,919</b>	<b>129,328</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>145,919</b>	<b>-</b>	<b>-</b>	<b>145,919</b>	<b>129,328</b>
<b>Net of receipts/(payments)</b>	<b>- 14,918</b>	<b>-</b>	<b>-</b>	<b>- 14,918</b>	<b>2,211</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	107,461	-	-	107,461	105,250
Cash funds this year end	92,543	-	-	92,543	107,461





**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
**ORPHANS SHELTER FOUNDATION**

**On accounts for the year ended**

**31/12/2024**

**Charity no  
(if any)**

**1109361**

**Set out on pages**

**1-2**

*(remember to include the page numbers of additional sheets)*

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024.

**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 2011 Act and in carrying out my examination, I have followed the 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

**14/10/2025**

**Name:**

**MD SHAHABUDDIN**

**Relevant professional qualification(s) or body (if any):**

**ACCA**

**Address:**

**SHAHABUDDIN & CO**

**10 ABBEY PARADE**

**WIMBLEDON, LONDON, SW19 1DG**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

During the financial year, Orphans Shelter Foundation (OFS) disbursed its charitable international payments directly to its designated bank account with Al-Arafah Islami Bank in Bangladesh, which serves as the centre of its primary charitable activities. A total of £116,250 was successfully transferred from the charity's UK bank account to the designated Bangladesh account to support ongoing charitable programmes. All relevant supporting documents for these transactions have been appropriately maintained and are available for inspection.

In addition, Channel S, a prominent UK-based community television channel, organises an annual fundraising campaign known as RFC (Ramadan Family Commitment) during Ramadan. OFS participated in this campaign alongside other registered charities. As part of this initiative, OFS received £13,607 into its bank account, which operated as a client account on behalf of Channel S and participating charities.

Charitable programme expenses related to the RFC campaign were disbursed from the designated RFC bank account. Following the settlement of all campaign-related charitable expenditures, the closing balance as at 31 December 2024 amounted to £85,516. This balance has been earmarked exclusively for RFC and is reserved for future charitable commitments associated with the campaign.

The financial records reviewed were properly maintained, and the transactions examined were consistent with the charity's objectives and charitable activities.

**ORPHANS SHELTER FOUNDATION**

England & Wales - Charity number 1109361

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# Accounts

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# Orphan Shelter Foundation

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## TRUSTEES' REPORT FOR THE YEAR ENDED 31/12/2023

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

#### **Governing Documents:**

The organization was established on 23rd January 2004, and its constitution was adopted on the same day. Although the charitable activities commenced on 8th July 2004, the registration with the charity commission occurred on 8th May 2005.

#### **Recruitment & Appointment of the Management Committee:**

The charity's trustees are responsible for its management and running the charity. The Chairman and the Treasurer of the charity management committee are selected by members during the annual general meeting.

#### **Trustee Induction and Training:**

While no formal training is provided by the charity, trustees are encouraged to attend relevant training sessions offered by voluntary organizations. The trustees bring relevant skills and knowledge to the organization that they gained through their occupations and other activities.

#### **Risk Management:**

The management committee conducts review of major risks to which the charity is exposed. A risk register has been established and it is updated at least annually. Where appropriate systems or procedure are reviewed and maintained to mitigate the identified risks. Significant external risks to funding have led to the development of a strategic plan that will allow for the diversification of funding and activities. Internal control is minimized by the implementation of procedures for authorization of all transaction and projects. The procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

The single greatest risk to the organization is short term funding. The trustees have kept this as a standing item on the agendas of the meetings and are taking steps to secure a minimum of 3-year funding. Part of managing against this risk is also work on diversifying and funding base of the organization and work to be taken to secure project funding from a variety of sources, this work is consistently under review and will remain a standing item on the agenda.

#### **Organizational Structure:**

##### ***Membership***

Membership of the charity shall be open to any person over the age of 18 years or anybody corporate or unincorporated association who is interested in furthering the charity's work and has paid any annual subscription.

##### ***Honorary Officers***

At the annual general meeting of the charity the members shall elect from amongst themselves a chairman, a secretary and a treasurer who shall hold office from the conclusion of that meeting.

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The executive committee shall consist of not less than 5 members not more than 10 members who are elected at the annual general meeting who shall hold office from the conclusion of that meeting.

#### **Objective & Activities:**

The primary aim of the charity is to promote any charitable purpose for the benefit of the orphans in particular those of Bangladeshi origins but not exclusively including the relief of poverty, sickness and distress, the advancement of education including the provision of literacy and innumeracy, language

# Orphan Shelter Foundation

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classes, skill development in IT and the provision of literacy and innumeracy, language classes, skill development in ICT and the provision of facilities for recreation and other leisure time facilities.

In planning our activities for the year we kept in mind the charity commission's guidance on public benefit at our trustee meetings. The focus of our activities remains the under privileged orphans of Bangladesh. We welcome all orphans regardless of any qualitative sorting criteria; we believe this philosophy of openness to all enriches everyone through the sharing of the skills, aptitude & life experiences of our orphan people & our volunteers.

## **Achievement and performance:**

The main areas of charitable activities are to enable the orphans in building their capacity and confidence to deal with their lives and contribute meaningfully in the society by means of education, training and encouragement.

During the year completion of various orphanage have been progressing in accordance our plans and publication.

## **Financial Review:**

Against the backdrop of the limited resources and insecurities over funds, it has continued to be difficult to plan or develop services. Nevertheless, the charity, with the aid of sound financial management and the support its volunteers generated a small surplus of the period and remained solvent.

## **Principal funding sources:**

Aside from income generated by the membership fees and donations from the individuals' gift aid and donations scheme. There are some donors who asked not to mention their name in the accounts, whose support is valued. Donation from individual donors continued to be a source of strength to the charity.

## **Investment policy:**

Aside from retaining a prudent amount in reserve in each year most of the charity funds are to be spent in short term so there are few funds for long term investment.

Having considered the options available, the management committee decides to return the small amount if it has available to general funds.

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

The trustees plan to continue its current activities in line with available resources. This mean consultation with members and seeking support from other likeminded bodies in fulfilling organizational objectives. Funding will be sought for the delivery of specific projects and resources will be shared if possible with other organizations to ensure that viability is maintained.

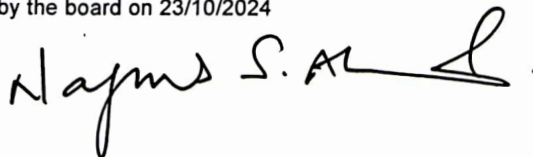
## **Basis of preparation of accounts:**

As the charity is not set up under the company law and its income is less than the statutory threshold the trustees decides to take the opportunity to prepare its accounts simply on the basis of receipt and payment basis. An Independent examiner report is included as the gross income during the accounting year exceeds over £25,000 but not more than 1 million.

This report provides transparency on the organization's operations, challenges, and future plans, offering stakeholders a clear understanding of its activities and financial standing.

This report was approved by the board on 23/10/2024

Najmus Sadat Ahmed  
Trustees





# Receipts and Payments

Charity Name:

ORPHANS SHELTER FOUNDATION

Charity Number (if any):

1109361

For the Period From (Start Date)

01/01/2023

to (end date)

31/12/2023

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Voluntary Donations	116,496	-	-	116,496	138,599
Receipts-Fund Raising Activities	9,449	-	-	9,449	9,864
Other Receipts-RFC	3,070	-	-	3,070	-
Gift Aid -HMRC	2,524	-	-	2,524	2,709
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>131,539</b>	<b>-</b>	<b>-</b>	<b>131,539</b>	<b>151,172</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>131,539</b>	<b>-</b>	<b>-</b>	<b>131,539</b>	<b>151,172</b>
<b>A3 Payments</b>					
Charitable Activities	115,733	-	-	115,733	109,571
Bank Charges	2,057	-	-	2,057	3,407
Internet & Telephone	317	-	-	317	955
Printer & Postage	89	-	-	89	188
Advertisement	120	-	-	120	585
Cost of Raising Funds	10,600	-	-	10,600	11,500
Professional Fees					2,160
Sundry	412	-	-	412	117
Other Receipts-RFC					516
	-	-	-	-	-
<b>Sub total</b>	<b>129,328</b>	<b>-</b>	<b>-</b>	<b>129,328</b>	<b>128,999</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>129,328</b>	<b>-</b>	<b>-</b>	<b>129,328</b>	<b>128,999</b>
<b>Net of receipts/(payments)</b>	<b>2,211</b>	<b>-</b>	<b>-</b>	<b>2,211</b>	<b>22,173</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>105,250</b>	<b>-</b>	<b>-</b>	<b>105,250</b>	<b>83,077</b>
<b>Cash funds this year end</b>	<b>107,461</b>	<b>-</b>	<b>-</b>	<b>107,461</b>	<b>105,250</b>

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at Bank	107,462	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>107,462</b>	-	-

(agree balances with receipts and payments account(s))

OK

OK

OK

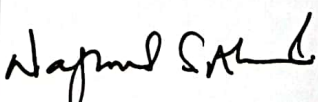
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Unrestricted Funds - Charity Funds	12,562	-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Najmus Sadat Ahmed	23/10/2024



Section A

Independent Examiner's Report

Report to the  
trustees/  
members of

Charity Name

ORPHANS SHELTER FOUNDATION

On accounts for  
the year ended

31/12/2023

Charity no  
(if any)

1109361

Set out on  
pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

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 2011 Act and in carrying out my examination, I have followed the 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

23/10/2024

Name:

MD SHAHABUDDIN

Relevant  
professional  
qualification(s)  
or body (if any):

ACCA

Address:

SHAHABUDDIN & CO

10 ABBEY PARADE

WIMBLEDON, LONDON, SW19 1DG

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

The Orphans Shelter Foundation (OFS) disbursed its charitable international payments directly to its designated Al-Arafah Islami Bank account in Bangladesh, which is the centre of its primary charitable activities. The OFS successfully transferred a total amount of £115,733 (including £3,683 through the trustees) using the charity's bank account directly to the Bangladesh bank account. The trustees decided to disburse some funds for additional Qurbani Activities. Due to tight time constraints, the trustees decided to transfer an amount of £3,683 through a UK money exchange from their personal accounts. Furthermore, the charity took steps to reimburse the trustees with the same amount in their respective accounts that was used to initiate payments to Bangladesh to support its smooth operations. Relevant documents for these transactions are properly maintained.

Channel S, a prominent communal UK channel organises an annual fundraising campaign RFC (Ramadan Family Commitment), every year during Ramadan. A number of charities including Orphans Shelter Foundation is part of this RFC campaign. Orphans Shelter Foundation received an amount of £9,448.67 from being part of the RFC campaign in its bank account that acted as a client account on behalf of channel S and other charities. Related charitable programme expenses for RFC were disbursed from the bank account designated for RFC. Finally, the closing balance as at 31st December 2023 after accounting and paying for all charitable expenses derive at an amount of £53385.38. This balance is earmarked specifically for RFC and is dedicated to future charitable commitments related to the campaign.

**ORPHANS SHELTER FOUNDATION**

England & Wales - Charity number 1109361

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# Accounts

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# Orphan Shelter Foundation

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## TRUSTEES' REPORT FOR THE YEAR ENDED 31/12/2022

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

#### **Governing Documents:**

The organization was established on 23rd January 2004, and its constitution was adopted on the same day. Although the charitable activities commenced on 8th July 2004, the registration with the charity commission occurred on 8th May 2005.

#### **Recruitment & Appointment of the Management Committee:**

The charity's trustees are responsible for its management and running the charity. The Chairman and the Treasurer of the charity management committee are selected by members during the annual general meeting.

#### **Trustee Induction and Training:**

While no formal training is provided by the charity, trustees are encouraged to attend relevant training sessions offered by voluntary organizations. The trustees bring relevant skills and knowledge to the organization that they gained through their occupations and other activities.

#### **Risk Management:**

The management committee conducts review of major risks to which the charity is exposed. A risk register has been established and it is updated at least annually. Where appropriate systems or procedure are reviewed and maintained to mitigate the identified risks. Significant external risks to funding have led to the development of a strategic plan that will allow for the diversification of funding and activities. Internal control is minimized by the implementation of procedures for authorization of all transaction and projects. The procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

The single greatest risk to the organization is short term funding. The trustees have kept this as a standing item on the agendas of the meetings and are taking steps to secure a minimum of 3-year funding. Part of managing against this risk is also work on diversifying and funding base of the organization and work to be taken to secure project funding from a variety of sources, this work is consistently under review and will remain a standing item on the agenda.

#### **Organizational Structure:**

##### ***Membership***

Membership of the charity shall be open to any person over the age of 18 years or anybody corporate or unincorporated association who is interested in furthering the charity's work and has paid any annual subscription.

##### ***Honorary Officers***

At the annual general meeting of the charity the members shall elect from amongst themselves a chairman, a secretary and a treasurer who shall hold office from the conclusion of that meeting.

##### ***Executive Committee***

The executive committee shall consist of not less than 5 members not more than 10 members who are elected at the annual general meeting who shall hold office from the conclusion of that meeting.

#### **Objective & Activities:**

The primary aim of the charity is to promote any charitable purpose for the benefit of the orphans in particular those of Bangladeshi origins but not exclusively including the relief of poverty, sickness and distress, the advancement of education including the provision of literacy and innumeracy, language

# Orphan Shelter Foundation

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classes, skill development in IT and the provision of literacy and innumeracy, language classes, skill development in ICT and the provision of facilities for recreation and other leisure time facilities.

In planning our activities for the year we kept in mind the charity commission's guidance on public benefit at our trustee meetings. The focus of our activities remains the under privileged orphans of Bangladesh. We welcome all orphans regardless of any qualitative sorting criteria; we believe this philosophy of openness to all enriches everyone through the sharing of the skills, aptitude & life experiences of our orphan people & our volunteers.

## **Achievement and performance:**

The main areas of charitable activities are to enable the orphans in building their capacity and confidence to deal with their lives and contribute meaningfully in the society by means of education, training and encouragement.

During the year completion of various orphanage have been progressing in accordance our plans and publication.

## **Financial Review:**

Against the backdrop of the limited resources and insecurities over funds, it has continued to be difficult to plan or develop services. Nevertheless, the charity, with the aid of sound financial management and the support its volunteers generated a small surplus of the period and remained solvent.

## **Principal funding sources:**

Aside from income generated by the membership fees and donations from the individuals' gift aid and donations scheme. There are some donors who asked not to mention their name in the accounts, whose support is valued. Donation from individual donors continued to be a source of strength to the charity.

## **Investment policy:**

Aside from retaining a prudent amount in reserve in each year most of the charity funds are to be spent in short term so there are few funds for long term investment.

Having considered the options available, the management committee decides to return the small amount if it has available to general funds.

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


The trustees plan to continue its current activities in line with available resources. This mean consultation with members and seeking support from other likeminded bodies in fulfilling organizational objectives. Funding will be sought for the delivery of specific projects and resources will be shared if possible with other organizations to ensure that viability is maintained.

## **Basis of preparation of accounts:**

As the charity is not set up under the company law and its income is less than the statutory threshold the trustees decides to take the opportunity to prepare its accounts simply on the basis of receipt and payment basis. An Independent examiner report is included as the gross income during the accounting year exceeds over £25,000 but not more than 1 million.

This report provides transparency on the organization's operations, challenges, and future plans, offering stakeholders a clear understanding of its activities and financial standing.

This report was approved by the board on 22/02/2024

  
Najmus Sadat Ahmed  
Trustees



# Receipts and Payments

Charity Name: **ORPHANS SHELTER FOUNDATION**

Charity Number (if any): **1109361**

For the Period From (Start Date) **01/01/2022** to (end date) **31/12/2022**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Voluntary Donations	138,599	-	-	138,599	77,425
Receipts-Fund Raising Activities	9,864	-	-	9,864	9,940
Other Receipts-RFC	-	-	-	-	10,008
Gift Aid -HMRC	2,709	-	-	2,709	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>151,172</b>	<b>-</b>	<b>-</b>	<b>151,172</b>	<b>97,373</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>151,172</b>	<b>-</b>	<b>-</b>	<b>151,172</b>	<b>97,373</b>
<b>A3 Payments</b>					
Charitable Activities	109,571	-	-	109,571	89,372
Bank Charges	3,407	-	-	3,407	1,529
Internet & Telephone	956	-	-	956	300
Printer & Postage	188	-	-	188	101
Advertisement	585	-	-	585	290
Cost of Raising Funds	11,500	-	-	11,500	10,467
Professional Fees	2,160	-	-	2,160	-
Sundry	117	-	-	117	101
Other Receipts-RFC	516	-	-	516	-
	-	-	-	-	-
<b>Sub total</b>	<b>128,999</b>	<b>-</b>	<b>-</b>	<b>128,999</b>	<b>102,161</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>128,999</b>	<b>-</b>	<b>-</b>	<b>128,999</b>	<b>102,161</b>
<b>Net of receipts/(payments)</b>	<b>22,173</b>	<b>-</b>	<b>-</b>	<b>22,173</b>	<b>- 4,788</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>83,077</b>	<b>-</b>	<b>-</b>	<b>83,077</b>	<b>87,865</b>
<b>Cash funds this year end</b>	<b>105,250</b>	<b>-</b>	<b>-</b>	<b>105,250</b>	<b>83,077</b>

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at Bank	105,250	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>105,250</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

OK

OK

OK

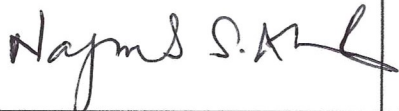
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Unrestricted Funds - Charity Funds	9,492	-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Najmus Sadat Ahmed	22/2/24



**Section A**

**Independent Examiner's Report**

**Report to the trustees/ members of**

Charity Name  
**ORPHANS SHELTER FOUNDATION**

**On accounts for the year ended**

<b>31/12/2022</b>	<b>Charity no (if any)</b>	<b>1109361</b>
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**Set out on pages**

**1-2**  
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

**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 2011 Act and in carrying out my examination, I have followed the 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

**26/02/2024**

**Name:**

**MD SHAHABUDDIN**

**Relevant professional qualification(s) or body (if any):**

**ACCA**

**Address:**

**SHAHABUDDIN & CO**  
**SUITE:18, 95 MILES ROAD,**  
**MITCHAM, SURREY, CR4 3FH**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

At the beginning of the accounting year, Orphans Shelter Foundation was not able to disburse some of its charitable international payments directly to its designated bank account in Bangladesh, which is the point of its primary charitable activities. Henceforth, for the smooth operation of its charitable activities, the trustees decided to transfer an amount of £7,000 through UK money exchange from their personal accounts. Furthermore, the charity took steps to reimburse the trustees with the same amount in their respective accounts that was used to initiate earlier payments to Bangladesh to help its operation. Relevant documents of those transactions are maintained properly.

However, the issue regarding international bank disbursement from the UK charity bank account to Bangladesh bank account was resolved within the accounting year. The successful transfer of £102,571 out of the total amount of £109,571 using the charity bank account directly to Bangladesh bank account.

Channel S, a prominent communal UK channel organises an annual fundraising campaign RFC (Ramadan Family Commitment), every year during Ramadan. A number of charities including Orphans Shelter Foundation is part of this RFC campaign. Orphans Shelter Foundation received an amount of £9,864 from being part of the RFC campaign in its bank account that acted as a client account on behalf of channel S and other charities. Related charitable programme expenses for RFC were disbursed from the bank account designated for RFC. Finally, the closing balance as at 31<sup>st</sup> December 2022 after accounting and paying for all charitable expenses derive at an amount of £29,211. This balance is earmarked specifically for RFC and is dedicated to future charitable commitments related to the campaign.

**ORPHANS SHELTER FOUNDATION**

England & Wales - Charity number 1109361

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# Accounts

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# Orphan Shelter Foundation

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## TRUSTEES' REPORT FOR THE YEAR ENDED 31/12/2021

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

#### **Governing Documents:**

The organization was established in 23rd January 2004 and the constitution also adopted on the same day. Although it started its charitable activities from 8th of July 2004 registered with the charity commission on 8th May 2005.

#### **Recruitment & Appointment of the Management Committee:**

The trustees are responsible for running the charity. Members in the annual general meeting select Chairman and Treasurer of the charity management committee.

#### **Trustee Induction and Training:**

Whilst no formal training is given by the organization, trustees are encouraged to attend relevant training sessions offered by the different voluntary organization. The trustees also bring to the organization relevant skill and training gain through their occupations and other activities

#### **Risk Management**

The management committee is conducting a review of major risks to which the charity is exposed. A risk register will be established and will be updated at least annually. Where appropriate, systems or procedure will be established to mitigate the identified risks. Significant external risks to funding have led to the development of a strategic plan that will allow for the diversification of funding and activities. Internal control is minimized by the implementation of procedures for authorization of all transaction and projects. The procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

The single greatest risk to the organization is short term funding. The trustees have kept this as a standing item on the agendas of the meetings and are taking steps to secure a minimum of 3-year funding. part of managing against this risk is also work on diversifying and funding base of the organization and work to be taken to secure project funding from a variety of sources, this work is consistently under review and will remain a standing item on the agenda.

#### **Organizational Structure: Membership:**

Membership of the charity shall be open to any person over the age of 18 years or anybody corporate or unincorporated association who is interested in furthering the charity's work and has paid any annual subscription.

#### **Honorary Officers:**

At the annual general meeting of the charity the members shall elect from amongst themselves a Chairman, a secretary and a treasurer who shall hold office from the conclusion of that meeting.

#### **Executive Committee:**

The executive committee shall consist of not less than 5 members not more than 10 members who are elected at the annual general meeting who shall hold office from the conclusion of that meeting.

#### **Objective & Activities:**

The primary aim of the charity is to promote any charitable purpose for the benefit of the orphans in particular those of Bangladeshi origins but not exclusively including the relief of poverty, sickness and

# Orphan Shelter Foundation

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distress, the advancement of education including the provision of literacy and innumeracy, language classes, skill development in IT and the provision of literacy and innumeracy, Language classes, Skills Development in ICT and the provision of facilities for recreation and other leisure time facilities.

In planning our activities for the year we kept in mind the charity commission's guidance on public benefit at our trustee meetings. The focus of our activities remains the under privileged orphans of Bangladesh. We welcome all orphans regardless of any qualitative sorting criteria; we believe this philosophy of openness to all enriches everyone through the sharing of the skills, aptitude & life experiences of our orphan people & our volunteers.

## **Achievement and performance:**

The main areas of charitable activities are to enable the orphans in building their capacity and confidence to deal with their lives and contribute meaningfully in the society by means of education, training and encouragement.

During the year completion of various orphanage have been progressing in accordance our plans and publication.

## **Financial Review:**

Against the backdrop of the limited resources and insecurities over funds, it has continued to be difficult to plan or develop services. Nevertheless, the charity, with the aid of sound financial management and the support its volunteers generated a small surplus of the period and remained solvent.

## **Principal funding sources**

Aside from income generated by the membership fees and donations from the individuals' gift aid and donations scheme. There are some donors who asked not to mention their name in the accounts, whose support is valued. Donation from individual donors continued to be a source of strength to the charity.

## **Investment policy:**

Aside from retaining a prudent amount in reserve in each year most of the charity funds are to be spent in short term so there are few funds for long term investment.

Having considered the options available, the management committee decides to return the small amount if it has available to general funds.

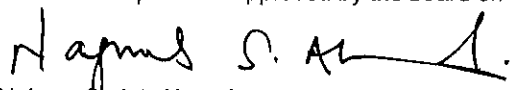
## **Plans for the future periods:**

The trustees plan to continue its current activities in line with available resources. This mean consultation with members and seeking support from other likeminded bodies in fulfilling organizational objectives. Funding will be sought for the delivery of specific projects and resources will be shared if possible with other organizations to ensure that viability is maintained.

## **Basis of preparation of accounts:**

As the charity is not set up under the company law and its income is less than the statutory threshold the trustees decides to take the opportunity to prepare its accounts simply on the basis of receipt and payment basis.

This report was approved by the board on 23/11/2022

 24/11/22  
Najmus Sadat Ahmed  
Trustees



# Receipts and Payments

Charity Name: **ORPHANS SHELTER FOUNDATION**

Charity Number (if any): **1109361**

For the Period From (Start Date) **01/01/2021** to (end date) **31/12/2021**

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Voluntary Donations	77,425	-	-	77,425	110,007
Receipts-Fund Raising Activities	9,940	-	-	9,940	16,771
Other Receipts-RFC	10,008	-	-	10,008	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>97,373</b>	<b>-</b>	<b>-</b>	<b>97,373</b>	<b>126,778</b>
<b>A2 Asset and Investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>97,373</b>	<b>-</b>	<b>-</b>	<b>97,373</b>	<b>126,778</b>
<b>A3 Payments</b>					
Charitable Activities	89,372	-	-	89,372	75,030
Bank Charges	1,529	-	-	1,529	1,924
Internet & Telephone	300	-	-	300	865
Printer & Postage	101	-	-	101	252
Advertisement	290	-	-	290	-
Cost of Raising Funds	10,467	-	-	10,467	10,000
Sundry	101	-	-	101	322
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>102,161</b>	<b>-</b>	<b>-</b>	<b>102,161</b>	<b>88,393</b>
<b>A4 Asset and Investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>102,161</b>	<b>-</b>	<b>-</b>	<b>102,161</b>	<b>88,393</b>
<b>Net of receipts/(payments)</b>	<b>- 4,788</b>	<b>-</b>	<b>-</b>	<b>- 4,788</b>	<b>38,385</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>87,865</b>	<b>-</b>	<b>-</b>	<b>87,865</b>	<b>49,480</b>
<b>Cash funds this year end</b>	<b>83,077</b>	<b>-</b>	<b>-</b>	<b>83,077</b>	<b>87,865</b>

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at Bank	83,077	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>83,077</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

OK Unrestricted funds to nearest £ OK Restricted funds to nearest £ OK Endowment funds to nearest £

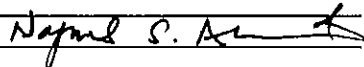
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Unrestricted Funds - Charity Funds	83,077	-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	NAJMUJ AHMED	24/11/22



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
**ORPHANS SHELTER FOUNDATION**

**On accounts for the year ended**

**31/12/2021**

**Charity no (if any)**

**1109361**

**Set out on pages**

**1-2**

*(remember to include the page numbers of additional sheets)*

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 12 / 2021.

**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 2011 Act and in carrying out my examination, I have followed the 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

**23/11/2022**

**Name:**

**MD SHAHABUDDIN**

**Relevant professional qualification(s) or body (if any):**

**ACCA**

**Address:**

**SHAHABUDDIN & CO**

**SUITE:18, 95 MILES ROAD,**

**MITCHAM, SURREY, CR4 3FH**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

Orphans Shelter Foundation was not able to disburse some of its charitable international payments directly to its designated bank account in Bangladesh, which is the point of its primary charitable activities. Henceforth, for the smooth operation of its charitable activities, the trustees decided to transfer an amount of £7,977 through UK money exchange from their personal accounts. Furthermore, the charity took steps to reimburse the trustees with the same amount in their respective accounts that was used to initiate earlier payments to Bangladesh to help its operation. A full and clear audit trail of this transaction is evident.

Channel S, a prominent communal UK channel organises an annual fundraising campaign RFC (Ramadan Family Commitment), every year during Ramadan. A number of charities including Orphans Shelter Foundation is part of this RFC campaign. Orphans Shelter Foundation received an amount of £9,940 from being part of the RFC campaign in its bank account that acted as a client account on behalf of channel S and other charities. Related charitable programme expenses for RFC were disbursed from the bank account designated for RFC. Finally, the closing balance as at 31<sup>st</sup> December, 2021 after accounting and paying for all charitable expenses derive at an amount of £24,765. This balance is air marked for RFC only and kept dedicated for its future charitable commitments.

**ORPHANS SHELTER FOUNDATION**

England & Wales - Charity number 1109361

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# Accounts

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# Orphan Shelter Foundation

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## TRUSTEES' REPORT FOR THE YEAR ENDED 31/12/2020

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

#### **Governing Documents:**

The organization was established in 23rd January 2004 and the constitution also adopted on the same day. Although it started its charitable activities from 8th of July 2004 registered with the charity commission on 8th May 2005.

#### **Recruitment & Appointment of the Management Committee:**

The trustees are responsible for running the charity. Members in the annual general meeting select Chairman and Treasurer of the charity management committee.

#### **Trustee Induction and Training:**

Whilst no formal training is given by the organization, trustees are encouraged to attend relevant training sessions offered by the different voluntary organization. The trustees also bring to the organization relevant skill and training gain through their occupations and other activities

#### **Risk Management**

The management committee is conducting a review of major risks to which the charity is exposed. A risk register will be established and will be updated at least annually. Where appropriate, systems or procedure will be established to mitigate the identified risks. Significant external risks to funding have led to the development of a strategic plan that will allow for the diversification of funding and activities. Internal control is minimized by the implementation of procedures for authorization of all transaction and projects. The procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

The single greatest risk to the organization is short term funding. The trustees have kept this as a standing item on the agendas of the meetings and are taking steps to secure a minimum of 3-year funding. part of managing against this risk is also work on diversifying and funding base of the organization and work to be taken to secure project funding from a variety of sources, this work is consistently under review and will remain a standing item on the agenda.

#### **Organizational Structure: Membership:**

Membership of the charity shall be open to any person over the age of 18 years or anybody corporate or unincorporated association who is interested in furthering the charity's work and has paid any annual subscription.

#### **Honorary Officers:**

At the annual general meeting of the charity the members shall elect from amongst themselves a Chairman, a secretary and a treasurer who shall hold office from the conclusion of that meeting.

#### **Executive Committee:**

The executive committee shall consist of not less than 5 members not more than 10 members who are elected at the annual general meeting who shall hold office from the conclusion of that meeting.

#### **Objective & Activities:**

The primary aim of the charity is to promote any charitable purpose for the benefit of the orphans in particular those of Bangladeshi origins but not exclusively including the relief of poverty, Sickness and

# Orphan Shelter Foundation

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distress, the advancement of education including the provision of literacy and innumeracy, language classes, skill development in IT and the provision of literacy and innumeracy, Language classes, Skills Development in ICT and the provision of facilities for recreation and other leisure time facilities.

In planning our activities for the year we kept in mind the charity commission's guidance on public benefit at our trustee meetings. The focus of our activities remains the under privileged orphans of Bangladesh. We welcome all orphans regardless of any qualitative sorting criteria; we believe this philosophy of openness to all enriches everyone through the sharing of the skills, aptitude & life experiences of our orphan people & our volunteers.

## **Achievement and performance:**

The main areas of charitable activities are to enable the orphans in building their capacity and confidence to deal with their lives and contribute meaningfully in the society by means of education, training and encouragement.

During the year completion of various orphanage have been progressing in accordance our plans and publication.

## **Financial Review:**

Against the backdrop of the limited resources and insecurities over funds, it has continued to be difficult to plan or develop services. Nevertheless, the charity, with the aid of sound financial management and the support its volunteers generated a small surplus of the period and remained solvent.

## **Principal funding sources**

Aside from income generated by the membership fees and donations from the individuals' gift aid and donations scheme. There are some donors who asked not to mention their name in the accounts, whose support is valued. Donation from individual donors continued to be a source of strength to the charity.

## **Investment policy:**

Aside from retaining a prudent amount in reserve in each year most of the charity funds are to be spent in short term so there are few funds for long term investment.

Having considered the options available, the management committee decides to return the small amount if it has available to general funds.

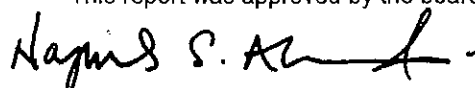
## **Plans for the future periods:**

The trustees plan to continue its current activities in line with available resources. This mean consultation with members and seeking support from other likeminded bodies in fulfilling organizational objectives. Funding will be sought for the delivery of specific projects and resources will be shared if possible with other organizations to ensure that viability is maintained.

## **Basis of preparation of accounts:**

As the charity is not set up under the company law and its income is less than the statutory threshold the trustees decides to take the opportunity to prepare its accounts simply on the basis of receipt and payment basis.

This report was approved by the board on 28/03/2022



Najmus Sadat Ahmed  
Trustees



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Receipts and Payments Accounts

Charity Name:

ORPHANS SHELTER FOUNDATION

Charity Number (if any):

1109361

For the Period From (Start Date)

01/01/2020

to (end date)

31/12/2020

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Voluntary Donations	110,007	-	-	110,007	75,424
Receipts-Fund Raising Activities	16,771	-	-	16,771	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>126,778</b>	<b>-</b>	<b>-</b>	<b>126,778</b>	<b>75,424</b>
<b>A2 Asset and Investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>126,778</b>	<b>-</b>	<b>-</b>	<b>126,778</b>	<b>75,424</b>
<b>A3 Payments</b>					
Charitable Activities	75,030	-	-	75,030	68,100
Bank Charges	1,924	-	-	1,924	1,040
Internet & Telephone	865	-	-	865	234
Printer & Postage	252	-	-	252	465
Advertisement	-	-	-	-	72
Cost of Raising Funds	10,000	-	-	10,000	10,000
Sundry	322	-	-	322	230
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>88,393</b>	<b>-</b>	<b>-</b>	<b>88,393</b>	<b>80,131</b>
<b>A4 Asset and Investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>88,393</b>	<b>-</b>	<b>-</b>	<b>88,393</b>	<b>80,131</b>
<b>Net of receipts/(payments)</b>	<b>38,385</b>	<b>-</b>	<b>-</b>	<b>38,385</b>	<b>4,707</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>49,480</b>	<b>-</b>	<b>-</b>	<b>49,480</b>	<b>54,187</b>
<b>Cash funds this year end</b>	<b>87,865</b>	<b>-</b>	<b>-</b>	<b>87,865</b>	<b>49,480</b>

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at Bank	87,866	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>87,866</b>	-	-

(agree balances with receipts and payments account(s))

Agreement Error

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OK

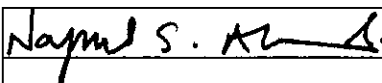
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Unrestricted Funds - Charity Funds	87,866	-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	NAJMUS SADAT AHMED	30/03/2022



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
**ORPHANS SHELTER FOUNDATION**

**On accounts for the year  
ended**

**31/12/2020**

**Charity no  
(if any)**

**1109361**

**Set out on pages**

**1-2**

*(remember to include the page numbers of additional sheets)*

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 12 / 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").

**Independent  
examiner's statement**

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

**31/03/2022**

**Name:**

**MD SHAHABUDDIN**

**Relevant professional  
qualification(s) or body  
(if any):**

**ACCA**

**Address:**

**SHAHABUDDIN & CO**

**SUITE:18, THE GENERATOR BUSINESS CENTRE, 95 MILES ROAD,**

**MITCHAM, SURREY, CR4 3EQ.**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

Orphans Shelter Foundation was not able to disburse some of its charitable international payments directly to its designated bank account in Bangladesh, which is the point of its primary charitable activities. Henceforth, for the smooth operation of its charitable humanitarian activities, the trustees decided to transfer an amount of £22,080 through UK money exchange from their personal accounts.

Furthermore, the charity took steps to reimburse the trustees with the same amount in their respective accounts that was used to initiate earlier payments to Bangladesh to help its operation. A full and clear audit trail of this transaction is evident.

Channel S, a prominent communal UK channel organises an annual fundraising campaign RFC (Ramadan Family Commitment), every year during Ramadan. A number of charities including Orphans Shelter Foundation is part of this RFC campaign.

Orphans Shelter Foundation received an amount of £16,711 from being part of the RFC campaign in its bank account that acted as a client account on behalf of channel S and other charities. Related charitable programme expenses for RFC were disbursed from the bank account designated for RFC.

Finally, the closing balance as at 31<sup>st</sup> December, 2020 after accounting and paying for all charitable expenses derive at an amount of £34,795. This balance is air marked for RFC only and kept dedicated for its future charitable commitments.