

Charity number: 1159070

ALTAJIR TRUST
TRUSTEES' REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2020

ALTAJIR TRUST

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ALTAJIR TRUST

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 DECEMBER 2020

Trustees	Professor Alan Jones Professor Roger Williams C.B.E., M.D., F.R.C.P. (deceased July 2020) Professor Charles Tripp Dr Noel Brehony C.M.G.
Director	Richard Muir C.M.G.
Charity registered number	1159070
Principal office	11 Elvaston Place London SW7 5QG
Independent examiner	Amy Healey FCA CTA DChA Lindeyer Francis Ferguson Limited Chartered Accountants North House 198 High Street Tonbridge Kent TN9 1BE
Bankers	Emirates NBD Emirates NBD House 25 Knightsbridge London SW1X 7LY Barclays Bank PLC Private Bank 1 Churchill Place London E14 5HP
Solicitors	Taylor Wessing 5 New Street Square London EC4A 3TW

ALTAJIR TRUST

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

The Trustees present their annual report together with the financial statements of Altajir Trust ("the charity" or "the Trust") for the year ended 31 December 2020. The Trustees confirm that the annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and 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) (Charities SORP (FRS 102)). The Legal and Administrative information on page 1 forms part of this report.

Structure, governance and management

The Trust is a Charitable Incorporated Organisation ("CIO") incorporated on 4 November 2014 (registered charity number 1159070). It was formed to convert an unincorporated charity of the same name (registered charity number 284116, now dissolved) to CIO status. The original Trust was founded by His Excellency Mohamed Mahdi Al Tajir ("the Founder") and the CIO continues to be financed through his and his family's charitable donations. The Trust does not actively raise funds. It seeks to continue philanthropic work through the careful management of the resources made available by the Founder and his family.

The Board of Trustees, who meet quarterly, administer the charity. A Director, appointed by the Trustees, runs the day-to-day operations of the charity, subject to the approval of the Trustees. The Trustees receive no remuneration or benefits and have no related party connections with the charity.

The Trustees are appointed by the Board of Trustees. The Trust Deed provides for a minimum of three Trustees and a maximum of twelve. The induction process for newly appointed Trustees includes a full briefing from the Director on the Trust's objectives and activities, a meeting with the Chairman and the provision of documentation including the Trust Deed, past annual reports and accounts and a copy of the Charity Commission guidance 'The Essential Trustee'.

At the quarterly Trustees' meetings the Trustees agree the broad strategy and areas of activity of the Trust including grant making and scholarships; they also review the cash flow against identified future requirements and consider risk management and overall performance against objectives. The day to day administration of grants and scholarships and the processing and handling of applications prior to consideration by the trustees is delegated to the Director and the Administrator.

Richard Muir C.M.G. remained Director on a salaried part time basis.

The pay and remuneration for the two salaried staff are set by benchmarking with similar small charities. Annual pay adjustments are made with the approval of the trustees using the State Pension as a marker.

Objectives and activities

The object of the CIO is, for the public benefit, the advancement of education in Britain or in any of the Arab states or Islamic states for needy young people and adults, with a particular but not exclusive emphasis on subjects of relevance to the Arab states or Islamic states and the publication of books in English and Arabic furthering the understanding of the history and religions of those states.

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The focus of the Trust's activities is currently on the following broad objectives for the public benefit:

- funding institutions, exhibitions and other events as well as publications and lectures to make aspects of Islamic culture and history better known to a wider audience in the United Kingdom and in the Middle East;
- supporting charitable institutions providing educational assistance and health care to deprived communities in the Levant;
- contributing through grants to the cost of conservation of Islamic artefacts and manuscripts in the United Kingdom and to assisting conservation in Muslim countries; and
- providing scholarships to students from the Arab world to study at British universities before returning to their own countries.

In carrying out these activities the Trust has itself organised conferences and published and distributed a number of books. It has otherwise sought to pursue its objectives through grants to, and partnerships with, other institutions. In recent years these have included the Ashmolean Museum, Asia House, the British Museum, the Council for British Research in the Levant, Mosaik Education, the Royal Institute for International Affairs (Chatham House), St John of Jerusalem Eye Hospital and Stirling University.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

Grant-making policy

The Trustees invite applications from existing and other potential partner institutions through direct contact and through the Trust's website. Details of how to apply for grants can be downloaded from the website. The trustees accept scholarship nominations from selected partner institutions.

The Trustees review applications for grants and scholarships at their quarterly meetings against the Trust's current aims and in light of the projected availability of funds. Grants and scholarships, once made, are kept under regular review against a three year forward plan and through dialogue with partner institutions to ensure the efficient and effective use of the grants for the purposes for which they were made. The Trust's criteria for the provision of its direct scholarships are that: recipients should normally be of Arab nationality, resident in an Arab country and intending to return there; courses should generally be one year taught masters degrees and should be of clear benefit to the recipient's home country; applicants should hold acceptance from a British university. Scholarships are conditional on the applicant obtaining a visa to enter Britain. The Trustees aim to review applications annually and make grants on an annual basis with priority given to students under 25 years of age.

Achievements and performance

The Trust continued to operate after the onset of the covid pandemic in March 2020 with staff working largely from home, visiting the office when necessary. The grant and educational programmes continued although the latter at a slightly lower level than in previous years. Trustees met remotely by Zoom in July and November; the scheduled May meeting was replaced by circulation of a memorandum from the Director.

The Trust made five grants during the year consistent with its aims and objectives and taking full account of Charity Commission guidelines.

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During the period the Trust through its Educational Programme of directly funded scholarships again acted as official financial sponsor for the fees and living costs for students from Arab countries, although on a still reduced basis. The covid pandemic continued to create uncertainties including about the access of overseas students to UK courses for the academic year 2020/21. Three students were supported during the year at first degree level. One student was supported on a maintenance only basis until the summer break and another from November until year end; both were on taught masters degree courses.

The direct expenditure on core charitable activities, made under the following headings, amounted to:

	£
Grants for projects	18,452
Student support	93,870
Events and publications	146

All of us, Trustees and staff, acknowledge the vital and generous funding for all our activities by His Excellency Mohamed Mahdi Al Tajir and his family.

Financial review

The Trust acknowledges with thanks the Donor's generous funding of its activities. Total donations of £286,000 (2019: £292,000) were received in the period. Total expenditure for grants made, student fees and maintenance and operating costs was £260,220 (2019: £306,745). Funds carried forward were £131,901 (2019: £105,540).

Reserves policy

Charity Commission guidance requires trustees to consider the need for a charity to maintain reserves. Free reserves are defined as funds which are neither restricted nor designated and which are not tied up in fixed assets necessary for operations - these are reflected in the charity's general reserve. The general reserve provides a degree of protection to the charity in the event of downturn in income or unexpected additional expenditure. The Trustees have approved a policy to maintain the general reserve at approximately 3 months' operating costs which is about £100,000. At the year-end free reserves amounted to £131,901. The Trustees will again balance expenditure against donations over 2021 to maintain the reserves level at about £100,000. The aim is to hold this amount in addition to a provision for budgeted expenditure in the following quarter.

Risk management

Risks and uncertainties facing the charity have been identified with the following plans and strategies to manage them:

- Inability of scholars to complete their educational programmes: careful assessment of each candidate's qualifications including ability in English language and of their proposed course of study before the Trust's agreement to act as official financial sponsor; monitoring of the scholar's progress through to completion of the educational programme.
- Misuse of grants to organisations: use of standard form as the basis for examination of grant applications followed by discussion with applicant organisations before grants are recommended to trustees for decision; monitoring of the use of grants through close dialogue with grant recipients; assessment before and after of value for money of the project funded.

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

- Matching income from donations with expenditure: close financial monitoring through full monthly review of the financial position against annual budget including income from donations and other sources, actual and forecast expenditure, including a five year lease commitment (2017-2022) and other contingent liabilities; supplemented when necessary with additional weekly reviews. Early warning to trustees of any impending shortfall or surplus with recommended action including use of reserves. The budgetary position is reviewed at each trustees meeting, held a minimum of three times a year and when necessary is discussed with the Donor. This is increasingly important with the possible impact from March 2020 and for the duration of the Covid-19 pandemic on the Donor's ability to provide funds in a timely way.

Plans for the future periods

The Trustees hope to secure necessary funding to cover fees and maintenance costs for a resumed directly funded scholarship programme for the academic year 2021/22 and beyond at the rate of up to around 12 students per academic year under existing criteria and with the focus returning to one year taught masters' degrees. Whether this will be possible will depend on the situation in British universities and surrounding overseas students' travel to the UK during the Covid-19 pandemic as well as on the availability of funds from the Donor; there is consequently a probability of delay until 2022/23. The Trustees will also seek, within the availability of funds from the Donor during the Covid-19 pandemic, to maintain a programme of grants at a similar level to previous years and under the same criteria, which are subject to regular review. Both grant and scholarship programmes will take full account of Charity Commission guidelines.

Trustees' responsibilities statement

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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TRUSTEES' REPORT *FOR THE YEAR ENDED 31 DECEMBER 2020*

This report was approved by the Board of Trustees on and signed on their behalf by:

.....
Professor Alan Jones
Chairman

ALTAJIR TRUST

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ALTAJIR TRUST

Independent examiner's report to the trustees of Altajir Trust

I report to the trustees on my examination of the accounts of the Charitable Incorporated Organisation ('the CIO') for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England & Wales, which is one of the listed bodies.

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 CIO 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.

.....
Amy Healey FCA CTA DChA
Lindeyer Francis Ferguson Limited
Chartered Accountants
North House
198 High Street
Tonbridge
Kent TN9 1BE

Dated:

ALTAJIR TRUST

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

		2020 Total funds £	2019 Total funds £
	Notes		
Income from:			
Donations		286,000	292,000
Charitable activities		581	1,411
Total income		286,581	293,411
Expenditure on:			
Charitable activities	2	260,220	306,745
Total expenditure		260,220	306,745
Net income/(expenditure) and net movement in funds	7	26,361	(13,334)
Reconciliation of funds:			
Total funds brought forward		105,540	118,874
Total funds carried forward	11	131,901	105,540

There were no restricted or endowment funds in the current or preceding period.

ALTAJIR TRUST

BALANCE SHEET

AS AT 31 DECEMBER 2020

		2020		2019	
		£	£	£	£
	Notes				
Fixed assets					
Tangible assets	8		-		-
Current assets					
Stock of publications		6,934		6,961	
Debtors	9	17,425		18,287	
Cash at bank and in hand		117,338		99,303	
		<u>141,697</u>		<u>124,551</u>	
Creditors: amounts falling due within one year	10	<u>(9,796)</u>		<u>(19,011)</u>	
Net current assets			131,901		105,540
Net assets			<u>131,901</u>		<u>105,540</u>
Charity funds					
Unrestricted funds	11		<u>131,901</u>		<u>105,540</u>

The financial statements were approved by the Board of Trustees on and signed on their behalf by:

.....
Professor Alan Jones
Chairman

.....
Professor Charles Tripp
Trustee

ALTAJIR TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

1.1 Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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) ("Charities SORP FRS 102"), the Financial Reporting Standard applicable in the UK and Republic of Ireland ("FRS 102") and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts are presented in pounds sterling and rounded to the nearest pound.

The trustees have considered the effects of the global pandemic Covid-19 in assessing the charity's ability to continue as a going concern. As noted in the Trustees' report, the charity's scholarship programme may have to be delayed until 2021/22 due to travel restrictions, but the grants programme is expected to be maintained. The charity remains dependent on funds being made available by the Donor in a timely way but there has so far been no effect on funding during the Covid-19 pandemic. The trustees therefore expect the charity to be able to continue and the accounts are consequently prepared on a going concern basis.

There are no significant areas of judgement or estimation uncertainty.

1.2 Income

Donations are recognised when the charity has entitlement to the funds, the receipt is probable and the amount can be reliably measured. This is usually on receipt.

1.3 Expenditure

General

Expenditure is recognised when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be measured or estimated reliably.

Grants payable

Grants payable are payments made to third parties in the furtherance of the charitable objectives of the Trust. The grants are accounted for where either the trustees have agreed to pay the grant without condition and the recipient has a reasonable expectation that they will receive a grant, or any condition attaching to the grant is outside the control of the Trust.

Charitable activities

The Trustees have identified three main charitable activities: grant making, student support and events and publications. Support costs have been allocated on the basis of direct costs (including grants payable) attributable to each activity.

ALTAJIR TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies continued

1.3 Expenditure (continued)

Governance costs

Governance costs are included in support costs and are directly associated with the general running of the charity as opposed to the direct functions inherent in managing charitable activities.

VAT

The Trust is VAT registered. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

1.4 Operating leases

Rentals payable under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

1.5 Tangible fixed assets and depreciation

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

Fixtures, fittings and equipment	20% on cost
Office equipment	25% on the reducing balance
Computer equipment	25% on cost

1.6 Stock

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

1.7 Financial instruments

The charity only has financial instruments which are classified as basic financial instruments. Short-term debtors and creditors are measured at the settlement value. Any losses from impairment are recognised in the Statement of Financial Activities.

1.8 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

1.9 Status

Altajir Trust is a charitable incorporated organisation (CIO) registered with the Charity Commission in England and Wales. Its registered address is 11 Elvaston Place, London, SW7 5QG.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

2 Charitable activities

	2020	2020	2020	2020	2019
	Grants	Direct	Support	Total	Total
	£	costs	costs	£	£
Grant making	18,452	-	24,241	42,693	82,731
Student support	-	93,870	123,319	217,189	222,861
Events and publications	-	146	192	338	1,153
	<u>18,452</u>	<u>94,016</u>	<u>147,752</u>	<u>260,220</u>	<u>306,745</u>

3 Grants paid

	2020	2019
	£	£
Council for British Research in the Levant	-	8,000
The British Museum	-	10,000
Columbia University - Gulf 2000	952	3,837
University of Stirling	2,500	2,500
University of St Andrews	-	5,000
University of Oxford - Ashmolean	-	5,000
Asia House	-	5,000
V & A Museum	5,000	-
St John of Jerusalem	5,000	-
Mosaik Education	5,000	-
Other grants to institutions	-	1,000
	<u>18,452</u>	<u>40,337</u>

4 Direct costs

	2020	2019
	£	£
Publications	47	211
Bookselling expenses	119	411
Stock adjustment	(20)	(60)
Student maintenance	35,760	35,510
Student fees	58,110	73,150
	<u>94,016</u>	<u>109,222</u>

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

5 Support costs

	2020 £	2019 £
Wages and salaries	77,997	77,349
National insurance	4,290	5,237
Payroll costs	619	601
Travel and entertaining	544	3,063
Premises costs	55,804	57,813
Office costs	1,250	1,907
Subscriptions	315	415
Bank charges	140	125
Insurance	508	497
Sundry expenses	44	171
Professional fees	2,751	6,681
<i>Governance costs:</i>		
Independent examination fees	3,490	3,327
	<u>147,752</u>	<u>157,186</u>

6 Staff costs

	2020 £	2019 £
Wages and salaries	77,997	77,349
Social security costs	4,290	5,237
	<u>82,287</u>	<u>82,586</u>

The average number of employees during the year was 2 (2019: 2). No member of staff earned over £60,000 per annum in the period or the previous year.

None of the Trustees received any remuneration in the period. No travel expenses were reimbursed to trustees during the year (2019: One trustee reimbursed £179). Expenditure of £Nil was incurred by the charity in respect of delivery costs for three trustees (2019: £46).

Key management personnel are considered to be the trustees and the director. The remuneration of key management personnel during the year was £47,824 (2019: £50,374).

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

7 Net income/(expenditure)

	2020 £	2019 £
This is stated after charging:		
Independent examination fees (including irrecoverable VAT)	3,490	3,327

8 Tangible fixed assets

	<i>Fixtures & fittings</i>	<i>Office equipment</i>	<i>Computer equipment</i>	<i>Total</i>
Cost				
At 1 January 2020	14,556	8,607	3,060	26,223
At 31 December 2020	14,556	8,607	3,060	26,223
Depreciation				
At 1 January 2020	14,556	8,607	3,060	26,223
At 31 December 2020	14,556	8,607	3,060	26,223
Net book value				
At 31 December 2020	-	-	-	-
At 31 December 2019	-	-	-	-

9 Debtors

	2020 £	2019 £
Trade debtors	103	300
Other debtors	3	7
Prepayments and accrued income	17,319	17,980
	17,425	18,287

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

10 Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals	7,088	6,333
Grants payable	-	10,000
Other taxation and social security	2,708	2,678
	<u>9,796</u>	<u>19,011</u>

11 Statement of funds

	<i>Brought forward</i> £	<i>Incoming resources</i> £	<i>Resources expended</i> £	<i>Carried forward</i> £
<i>Current year</i>				
General funds	105,540	286,581	(260,220)	131,901
Total unrestricted funds	<u>105,540</u>	<u>286,581</u>	<u>(260,220)</u>	<u>131,901</u>

The general reserve represents the free reserves of the charity.

	<i>Brought forward</i> £	<i>Incoming resources</i> £	<i>Resources expended</i> £	<i>Carried forward</i> £
<i>Prior year</i>				
General funds	118,874	293,411	(306,745)	105,540
Total unrestricted funds	<u>118,874</u>	<u>293,411</u>	<u>(306,745)</u>	<u>105,540</u>

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

12 Operating lease commitments

At 31 December 2020 the charity was committed to making the following payments under non-cancellable operating leases:

	2020 £	2019 £
Buildings:		
Payable not later than one year	43,425	43,425
Payable later than one year not later than five years	27,840	71,265
	<u>71,265</u>	<u>114,690</u>

13 Related party transactions

There were no related party transactions in the year (2019: £nil).