



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 01/01/2021 Period start date**  
**Period end date**

**To 31/12/2021**

**Charity name: Human Relief Mission**

**Charity registration number: 1160380**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The prevention or relief of poverty or financial hardship anywhere in the world by providing or assisting in the provision of education, building worship places, training, healthcare shelter and food.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	We work particularly supporting education, health-care, capacity building programs and relief services. Our projects are conducted in UK and in Afghanistan and these include food package distribution (AFG).
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In planning our activities for the year we kept in mind the Charity Commissions guidance on public benefit at our trustee meetings.

## **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Our ambulances have provided free emergency service in case of natural disasters, man--made disasters, road side accidents and transportation of the deceased due to natural causes. HRM has provided food packages during the month of Ramadan designed for a family of 6 and ideally lasting the entire month of Ramadan. HRM has also sponsored the needy families and orphans by providing them financial support.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

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## Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<p>Total receipts on unrestricted funds were £28284.00. Restricted donations of £44963.00 were also received and are detailed in the Financial Statements. The total sum of £18720 was spent on the Ramadan food packages, £1690.00 was spent on the Orphan and Needy families project, £17215.00 was spent in receipt of lillah, Sadaqah and qurbani. £8000.00 was spent on emergency relief. Travel &amp; subsistence were £1221.00. The office rent etc was £16024.00 and the cost of printing, stationary, general expenses and MGT was £5626.00. £7895 was spent on Free Emergency Ambulance.</p>
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p>Human Relief Mission is relatively a small charity with a high potential to grow, started in 2012 and registered with the charity commission in 2015, with income of around £73247.00 in 2021. All of our trustees are volunteers as well as our Director Administration. At present we are not holding any reserves however, once our funds get to a certain level we shall gradually start reserving a set amount to get to the level of 5000 reserves. The HRM Board of Trustees discussed the following factors in arriving at their reserves policy:</p> <ul style="list-style-type: none"> <li>• Money should only be kept in reserve for specific reasons – whilst it is the HRM policy that we should not hoard but to spend most of the funds on good causes. It is also clear that sensible planning for known events and responsibly for others is important.</li> <li>• It would be prudent to keep an amount of 5000 in case of emergency.</li> <li>• It would also be good to have some funds in reserves to cover future office renovation cost.</li> <li>• The HRM B.O.T have not put any money into reserves in recent years. Policy: HRM B.O.T has agreed a reserves</li> </ul>

		policy of holding 5,000 in reserves to cover the running costs in the event of a major problem. HRM aims to keep approximately 5000 in reserves. To achieve this, we aim to put .1k per year into reserves from income until that level is achieved. Policy of reserves may vary from year to year as per need of the charity.
Amount of reserves held	Para 1.22	NIL
Reasons for holding zero reserves	Para 1.22	At present we are not holding any reserves however, once our funds get to a certain level we shall gradually start reserving a set amount to get to the level of 5000 reserves.
Details of fund materially in deficit	Para 1.24	<b>0</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>NONE</b>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Selection

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Human Relief Mission
Other name the charity uses	None
Registered charity number	1160380

Charity's principal address	160 Harehills Lane, Leeds, West Yorkshire, LS8 2TD

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Salman Momin	Chairman		
2	Khalid Habib	Trustee		
3	Sami ul-haq Mujahid	trustee		
4				
5				
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15				
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17				
18				
19				
20				

## Corporate trustees - names of the directors at the date the report was approved

Director name		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	




## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Nil
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Nil
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Nil

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Khaild Habib	Sami ul-haq Mujahid
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Position (eg  
Secretary, Chair, etc)

Trustee	Trustee & Treasurer
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Date

31/10/2022
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HUMAN RELIEF MISSION			CHARITY REG NO	CC16a
			1160380	
Receipts and payments accounts				
For the period from	01-Jan-21	To	31-Dec-21	

## Section A Receipts and payments

	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>					
LILLAH / SADAQA/QURBANI	-	540	-	540	100,134
AMBULANCE SERVICES	-	471	-	471	-
G DO'NS + FURLOUGH, GIFT AID, GRANT	20,291	9,297	-	29,588	33,755
MENDING WOUNDS	-	-	-	-	2,892
BOX COLLECTION + SHOP	2,405	-	-	2,405	15,321
KINGS COLLEGE EVENT	-	-	-	-	-
RAMDAN FOOD PACKAGE PLUS	5,588	24,795	-	30,383	17,041
EMERGENCY RELIEF/ FLAT	-	9,860	-	9,860	-
ORPHAN & NEEDY FAMILIES	-	-	-	-	45,853
<b>Sub total (Gross income for AR)</b>	<b>28,284</b>	<b>44,963</b>	<b>-</b>	<b>73,247</b>	<b>214,996</b>
<b>A2 Asset and investment sales, (see table).</b>					
	2,100	-	-	2,100	-
	-	-	-	-	-
<b>Sub total</b>	<b>2,100</b>	<b>-</b>	<b>-</b>	<b>2,100.00</b>	<b>-</b>
<b>Total receipts</b>	<b>30,384</b>	<b>44,963</b>	<b>-</b>	<b>75,347</b>	<b>214,996</b>
<b>A3 Payments</b>					
OFFICE RENT etc	16,024	-	-	16,024	17,843
AMBULANCE MAINTANCE	7,895	-	-	7,895	-
PRINTING, STATIONERY & MGT	346	-	-	346	4,069
TRAVEL & SUBSISTANCE	1,221	-	-	1,221	2,414
GENERAL EXPENSES	1,410	3,870	-	5,280	733
RAMADAN FOOD PROGRAMME	1,620	17,100	-	18,720	16,388
EMEGENCY RELIEF	-	8,000	-	8,000	26,946
ORPHAN & NEEDY FAMILIES	1,320	370	-	1,690	25,700
LILLAH / SADAQA/QURBANI	-	17,215	-	17,215	92,708
<b>Sub total</b>	<b>29,836</b>	<b>46,555</b>	<b>-</b>	<b>76,391</b>	<b>186,801</b>
<b>A4 Asset and investment purchases, (see table)</b>					
VAN	6,900	-	-	6,900	-
COMPUTER, COIN MACHINE, CAMERA, etc	90	-	-	90	19,955
<b>Sub total</b>	<b>6,990</b>	<b>-</b>	<b>-</b>	<b>6,990.00</b>	<b>19,955</b>
<b>Total payments</b>	<b>36,826</b>	<b>46,555</b>	<b>-</b>	<b>83,381</b>	<b>206,756</b>
<b>Net of receipts/(payments)</b>	<b>- 6,442</b>	<b>- 1,592</b>	<b>-</b>	<b>- 8,034</b>	<b>8,240</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>6,879</b>	<b>8,816</b>	<b>-</b>	<b>15,695</b>	<b>7,455</b>
<b>Cash funds this year end</b>	<b>437</b>	<b>7,224</b>	<b>-</b>	<b>7,661</b>	<b>15,695</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	CASH IN HAND	-	-	-
	CASH AT BANK	437	7,224	-
				-
	<b>Total cash funds</b>	<b>437</b>	<b>7,224</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<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 asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval





**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
**HUMAN RELIEF MISSION**

**On accounts for the year  
ended**

**31 DECEMBER 2021**

**Charity no  
(if any)**

**1160380**

**Set out on pages**

**4,5**

(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:**

*Bhm & Co*

**Date:**

**22/10/2022**

**Name:**

**BHM & CO**

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

**INSTITUTE OF FINANCIAL ACCOUNTANTS**

**Address:**

**8E SPAINES ROAD**

**HUDDERSFIELD**

**HD2 2QA**



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.**