

DISABLED ASIAN WOMEN'S NETWORK

For Year Ended 31 March 2021

**Cardinal Heenan Centre,
326 High Road,
Ilford, Essex.
IG1 1QP
Tel: 0203 609 4088**

Reg. Charity No. 1163929

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Reference and Administrative Information

Charity Name: Disabled Asian Women's Network

Charity registration number: 1163929

Registered Office and
operational address: Cardinal Heenan Centre,
326 High Road,
Ilford,
IG1 1QP

Management Committee

Mrs H Popat	Chairperson
Mrs R Atkar	Vice-chair
Mrs H Bhachu	Secretary
Ms N Chakrobarty	Treasurer
Mrs M Pandya	
Mrs M Sohanpal	
Mrs J Ahluwalia	
Mrs S Patel	
Mrs B Kaur	
Mrs M Dhamrat	

Senior Management Team

Mrs N Pahl Project Manager

Independent Examiner – Jagdeep Singh Walia (CTA), 6 St. Georges Avenue,
Southall, Middlesex, UB1 1PZ

Bankers – Royal Bank of Scotland – Drummond House (BG) Branch, Po Box 1727,
Edinburgh, EH12 9RH

Mission Statement

DAWN exists to provide free, good quality support, information/advice service and recreational facilities for Disabled Asian Women, living in the London Borough of Redbridge.

Our objectives are to:

- Eliminate isolation & develop a social network.
- Support them to lead more independent lives by empowering them with knowledge and advice.
- Build confidence.
- Provide a regular meeting place.

DAWN Core values are as follows:

- To actively seek to involve local Disabled Asian Women in the management and running of our services.
- Take in consideration the views of our users to help shape and influence what services we provide and how they are delivered.
- Our services will be open to all Disabled Asian Women who qualify to use them.

Background

Disabled Asian Women's Network was set up in December 1993 to cater for physical, emotional and mental well-being of disabled Asian women. It was designed to improve the quality of life for the elderly and help them to manage their lives with more comfort and ease which will give them a sense of being part of the community. It also provides a forum for free exchange of information, beliefs and ideas about gender, race and disability.

Attendance and what we provide

We run a weekly **Well-being club** on Tuesday and Wednesday. Currently DAWN provides a service for over 140 members. Members can take part in a variety of activities, learn new skills, find out about health-related issues and take part in gentle exercise. These include:

- Culturally appropriate activities such as singing and celebrating traditional festivals.
- Talks on health-related issues, helping members understand what they can do to look after themselves better.
- Exercise and yoga classes
- Regular health related clinics/workshops where one can access cheap or free alternative therapies, e.g. massage and reflexology, health checks, mobile opticians, etc.
- We encourage befriending and social interaction among our members

Other activities include:

- Trips to the seaside, picnics or walks around the park
- Visiting the cinema or going for a meal.
- Other interest- related excursions both local and abroad

We offer **support** and **independent living**

- We provide support and information whether it is about care or filling in forms about benefit entitlements, etc.
- We offer advice on health and social care.
- We sign-post those who need to be directed to the right agencies for extra support, learn new skills and remain independent longer.

We offer Support and **Outreach** visits to those who are unable to attend the Centre for various reasons like:

- Those members who are unable to attend due to poor health.
- Those who have recently been discharged from hospital.
- Those who are isolated.
- Those who are housebound or not mobile.

Funding Arrangements

At the time of printing DAWN has a contract with the **London Borough of Redbridge** and we look forward to again securing this funding for the following year. In addition to this DAWN is constantly applying to other funders for their short-term projects.

DAWN maintains tight grips on monitoring financial spend across the board and regular reports are presented to the Committee and the Council. This allows opportunity to identify under/over spends in given budget heads and taking remedial action.

Finally, it can be said that DAWN provides value for its money. Staff and the Management Committee work extremely hard to provide a valuable service with limited funding relieving the burden of the already stretched Social Care Services. Being a unique group it provides a specialist service to Disabled Asian Women of all cultures and communities across the London Borough of Redbridge.

Governing Document

The charity is operated as a Charity Incorporated Organisation (CIO).

Overall management of the charity is the responsibility of trustees who are elected and co-opted under the terms of the constitution. Day to day project activity is managed and carried out by paid staff and volunteers.

Recruitment and appointment of management committee

As a CIO the members of the management committee are elected from DAWN'S members and other Trustees with appropriate skills and experience may be appointed to benefit DAWN'S cause.

At the AGM Trustees are appointed or reappointed as laid out in our constitution.

Due to the nature of its work the charity inevitably focuses on elderly Disabled Asian women. The Management Committee ensures the needs of this group are appropriately reflected through the different cultural backgrounds and any disabilities that they may have.

All members of the Management Committee give their time voluntarily and receive no benefits from the charity.

Organisational Structure

DAWN has a Management Committee of up to 12 members who meet quarterly and are responsible for the running of the organisation. Some elected members may volunteer to attend on both days (Tuesday and Wednesday) to volunteer their time when the day centre is in operation.

Duties are put in place and day to day responsibility for the provision of the services rest with the Project Manager along with the Chairperson. The Chairperson is responsible for ensuring the charity delivers the services specified and that key performance indicators are met. The Project Manager has responsibility for the day to day operational management of the centre.

Risk Statement

The Charity has considered a range of risks to which it could be exposed and the Trustees regularly review the policies and procedures which aim to minimise those risks, ensuring that these are adequate, appropriate and complied with fully.

Who uses and benefits from our services?

The charity benefits members of the public by providing a drop-in session every Tuesday and Wednesday for Disabled Asian Women living in Redbridge who are isolated and frail, who enjoy coming to the centre to socialise, gain confidence, make friends and gain knowledge and awareness.

We also work with other organisations to gain training, fundraising, networking and for educational awareness.

Summary of main achievements during the period

- Successfully keeping contact with all members via telephone
- Successfully offering support and advise to members and their families via a telephone link.
- Referred 2 clients to Social Services for more support
- Kept on-going support to families who were suffering from anxiety and stress due to their loved ones being admitted into hospital or who had died.
- Updated on-line services compatible with our new computers and working from home.

CHAIRPERSON'S REPORT

It has been a strange year. On 20th March 2020 a decision was taken by the Management Committee to adhere to the coronavirus situation and allow complete shutdown of all operations by DAWN thereafter. This difficult decision took place after consulting with the Building Manager and similar local organisations who fell in the same category of working with the elderly, disabled and most at risk of catching coronavirus. As a result, our funders, the Local Council, were informed of our decision to close the centre. All our members, thereafter, were individually contacted via telephone to inform them of our decision.

However, throughout the year, we have kept the telephone link with all our members. Staff, Management Committee and including myself have taken in turns to keep in touch with all our members, checking on their health and well-being and, along the way, lifting their spirits and encouraging them to continue exercising. We also encouraged them to make their own little groups of 'phone buddies' who they can contact on a regular basis to chat with.

I am glad to report that most members' families have come out in flying colours to help and support them by tending to their needs like cooking and cleaning for them and keeping up with GP and hospital contact whenever required. No doubt families and carers alike have also reported some stress and effect on their well-being for coping with the on-going caring and meeting their needs at home.

I am also sad and sorry to report that we have lost 9 of our members over this period ranging from coronavirus, cancer, fall and heart problems. Many members have also reported losing a relative(s) to coronavirus, either here or abroad, or were admitted to hospital. As a result, anxiety has reached a much higher peak than before and it has been a struggle supporting such cases along with their families knowing what they must be going through. Those families who had a member that died are still struggling to cope with the psychological and mental trauma of not being able to say their 'goodbye' properly and not being able to hug or touch their dying relatives. Sad as it may be, DAWN will stand by them and, no doubt, offer our on-going support to them whenever they reach out to us. I just thank God that we have all survived this awful year to tell the tale!

Harsha Popat

Disabled Asian Women's Network

SECRETARY'S REPORT

I started the year with a very serious flu-like illness but, thankfully, this was not confirmed as me having the dreaded coronavirus. However, hearing about some of our members passing away did have a great impact on me psychologically and I hope and pray they are all well and being looked after by God wherever they may be.

Keeping in touch with members via telephone and filling their 'gaps' with a little chit chat has not only kept them happy but has also helped me to keep my spirits up. I feel they are not far away and look forward to meeting up at the Centre once again.

Most of the work I have carried out with the Management Committee has mainly been through our regular Zoom meetings and any limited decisions have been in consent with the Chairperson.

My role this year has been mainly to keep the members' spirits uplifted and I feel I have done this to the best of my capacity.

I look forward to coming to the Centre and offering my services once it resumes operations again.

Harminder Bhachu
Secretary

STAFF REPORT

After 25 years in the job, this is the strangest year of working at DAWN. I had to shift to working from home mostly and I thought it would be a dream come true until I started working from home! The daily interruptions of other family members working from home, doors knocking at odd times, pampering to husband's needs and telephone ringing constantly – I found it impossible to work from home. This was until I got myself in a routine, closed my bedroom door and set my 'office' up for a few hours a day forbidding anyone to dare walk into my 'territory'.

I have focused on regularly calling some members to check on their well-being, helping the most vulnerable to accept change and work on their health – eating well, exercising and having their medication on a daily basis. Two members were referred to Social Services as they were living alone and needed more care. In between the lockdown I have managed to do some home visits to see the very sick, had family-based discussions and offered support and advice to all of them.

Many members had relatives who had sadly either succumbed to the Coronavirus or were distressed as they were being treated in hospital. The toll this was taking on their wellbeing had to be addressed and I took over the role of supporting them through this by doing my best to be a good listener, counsellor and advisor. I kept a special on-going telephone link for those relatives who had lost a relative who used to attend the Day Centre and were still affected by the demise of a loved one.

I have been attending Zoom meetings with the Chair and Management Committee and dealing with any admin based queries, updating policies and procedures, data base and related queries.

Although mostly working from home, I have had to visit the office on many occasions to check for any post, filing and admin work. I have managed to keep the quarterly monitoring returns up-to-date for our funders and worked on compiling the Annual Report. This included liaising with DAWN's accountants (along with the Treasurer) on a regular basis for the preparation of the Annual Accounts before sending off the report.

Neelam Pahl

Project Manager

ACTIVITIES

All our charitable activities focus on benefitting Disabled Asian Women and providing them a space to learn, grow and socialise. Our activities deliver public benefit by the main activities we have described below.

Unfortunately, due to the Coronavirus Pandemic, no activities took place this year.

Annual Evaluation

Unfortunately, due to the Coronavirus Pandemic, it was not possible to do an evaluation this year

Future Plans

1. Trauma and Counselling Service

The after effect of the Coronavirus has highlighted many issues in the community. Members who had lost a loved one during this time, whether because of the coronavirus directly or other health problems had to cope with the situations alone. Some were even not able to hold their beloved's hand as they slipped away, some were not able to say goodbye properly and some relatives who were not allowed to attend a funeral service due to the lockdown restrictions. There were some cases where relatives were stuck abroad and not able to travel back in time before the lockdown and the stress and anxiety this had caused to those awaiting their return was tremendous. Some are still reeling with the trauma of processing this in their minds despite having tried. Although we have tried to support those who were affected, we believe DAWN can help by seeking funding to further provide a more professional based trauma and counselling service that would further help to support those most affected.

2. Training

As there is more and more demand on IT based services, DAWN staff and the Management Committee need to update themselves and improve on IT and accounting skills. DAWN will be making a plan to implement this in the coming year.

Disabled Asian Women's Network

Charity No: 1163929

Financial Statements

For the Year Ended 31 March 2021

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Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/members of

DISABLED ASIAN WOMEN'S NETWORK

On accounts for the year ended

31st March 2021 Charity no (if any) 1163929

Set out on pages

2 to 4

**Respective responsibilities of
trustees' and examiner**

The charity's trustees are responsible for the preparation for the accounts.
The charity's trustees' consider that an audit is not required for the year

under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed

It is my responsibility to:

- *examine the accounts under section 43 of the 1993 Act
- *to follow the procedures laid down in the
general Directions given by the charity
- * Commission (under section 43(7)(b) of the 1993 Act, and
- *to state whether particular matters have come to my attention.

Basis of independent

My examination was carried out in accordance with

examiner's statement

general Directions given by the Charity Commission.
An examination includes a review of the presented
with those records. It also includes consideration of
any unusual items or disclosures in the accounts, and
seeking explanations from the trustees concerning
any such matters. In our opinion, the accounts present
a true and fair view of the Charity and its financial
affairs

**Independent examiner's
statement**

In connection with my examination, no matter has
come to my attention (other than that disclosed below *

1. which gives me reasonable cause to believe that in
any material respect, the requirements:

- to keep accounting records in accordance
with section 41 of the 1993 Act; and
- to prepare accounts which accord the
accounting records and comply with the
accounting requirements of the 1993 Act
have not been met; or

2. to which, in my opinion, attention should be
drawn in order to enable a proper understanding
of the accounts to be reached.

Signed:

Date: 08/07/2021

Name:

Jagdeep S Walia

Relevant professional qualifications(s)

**CHARTERED TAX ADVISOR, CTA, ATT (FELLOW), FFTA
(Membership No 88968)**

Address:

**6 St. Georges Avenue, Southall
Middlesex UB1 1PZ**

DISABLED ASIAN WOMEN'S NETWORK
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2021

2020

INCOME

	restricted Funds	unresrticted Funds	total
51,629 Grants	33000	628	33,628
- Fund Raising & donations			-
- Job Retention Scheme		2064.02	2,064
- Membership			-
- Refund			-
5,430 Donation			-
126 Interest		25	25
268 accounts fees written back			-
57,453	33,000	2,718	35,718

LESS EXPENDITURE

	restricted Funds	Unrestricted Funds	TOTAL
19,895 staff salary	14,289		14,289
- employers nic			-
6,133 rent/hall/utlity & hire of office	3,789		3,789
528 Sessional staff	28		28
- Social activities			-
- consultancy			-
132 training			-
513 Insurances	437		437
668 Telephones	705		705
2,240 Outdoor trips/social activities			-
- Staff travel			-
- Pension Plan			-
134 Sundries/disposable cups/plates/spoons/gifts		14	14
- Subscriptions		40	40
332 Printing , stationary & photocopying/postages			-
- Computer Consumables		103	103
4,025 Hospitality/refreshments/festivals	120	70	190
2,760 Transport			-
- International Trip			-
- Payroll services	315		315
- Legal Staff			-
1,200 Independent examiner	1,080		1,080
20 Donatitions			-
- Disclosure Service			-
210 Depreciation			372
38,789	20,763	227	21362
Surplus /deficit /for the year			
18,664			
Net Outflow(deficit)	12,237	2,491	14,356
117,598 Total Funds Brought Forward	136,262		

DISABLED ASIAN WOMEN'S NETWORK**BALANCE SHEET AS AT 31 MARCH 2021****31/03/2021****31/03/2020**

Fixed assets	Cost	Cost
Board games etc	588	588
computer	1,278	1,278
Assets/addition	967	967
<u>Less depreciation</u>	<u>1,715</u>	<u>1,342</u>
	<u>1,118</u>	<u>1,491</u>
Current assets		
Debtors Redbridge Council		-
Bank current account	89,689	75,905
Reserve account	62,602	62,577
Cash in hand	55	55
	<u>152,346</u>	<u>138,536</u>
Total fixed and current assets	<u>153,464</u>	<u>140,028</u>
Less current liabilities		
PAYE/NIC		
independent examiner fees	1080	1200
PAYE	5	32.8
wages	1761	2,533
	<u>2,846</u>	<u>3,766</u>
Net assets	<u>150,618</u>	<u>136,262</u>
Represented by		
ACCUMULATED FUND		
Balance brought forward	136,262	117,598
Add surplus/deficit/ for the year	14,356	18,664
	<u>150,618</u>	<u>136,262</u>

We approve the above accounts and confirm that we have made available all the records information and explanation necessary for their preparation

TREASURER**Ms Nikki Chakrobarti****Date****08/07/2021****Mrs Harminder Bachu****Secretary****Mrs Harsha Popat****Chairperson**

Disabled Asian Women's Network

Noted to the Accounts for the year ended 31 March 2021

1. Accounting Policies

These accounts have been prepared under the historical cost convention using the accruals basis.

Fixed assets have been depreciated at 25% on a straight line basis.

2. Creditors

	2021 £	2020 £
Accrued Wages-paye	1,766	2,566
photocopying charges		
Payroll Charges		
Rent		
Independent Examination	1,080	1,200

3. There has been an decrease in funding from the london Borough of Redbridge

for the year ending 31/03/2021 compared with previous year

4. Statement of Trustees' Responsibilities

The trustee's are required under the Charities Act 1993 to prepare statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- i) select suitable accounting policies and apply them consistently;
- ii) make judgements and estimates that are reasonable and prudent
- iii) state where applicable accounting standards and statements of recommended practices and have been followed, subject to any departures disclosed and explained in the financial statements
- iv) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy charity and which enable them to ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets if the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

DISABLED ASIAN WOMEN'S NETWORK
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31-03-2021

	2021		2020
EXPENDITURE			
Wages (for 2) employers nic	14289	(2 EMPLOYEES)	19895
Rent/room hire	3789	HIRE OF HALL (LONDON BOROUGH OF REDBRIDGE)	6133
Sessional staff	28	CARERS / YOGA CLASSES	528
Insurances	437	CONTENTS-PUBLIC -EMPLOYEE LIABILITY	513
Telephone and postage	705	PHONE BILLS /STAMPS/POSTAGE	668
Outdoor trips/social activities		OUTDOOR TRIPS-CINEMAS-RESTAURANTS	2240
Management costs		MANAGEMENT TRAVELLING COSTS	
TRAINING		TRAINING	132
COMPUTER CONSUMABLES	103	COMPUTER CONSUMABLES	
Sundries/disposable cups/plates/spoons/gifts	14	Sundries/disposable cups/plates/spoons/gifts	134
Subscriptions	40	FOR RACIAL EQUALITY	
Printing and stationary		PRINTING -STATIONARY	332
Transport		TRANSPORT	2760
Hospitality & refreshments	190	Hospitality & refreshments	4025
Payroll services	315	Payroll services	
Donation		Donation	20
Independent examiner	1080	Independent examiner	1200
Depreciation	372	ON BOARD GAMES & computer	210

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

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DISABLED ASIAN WOMEN'S NETWORK

On accounts for the year ended

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Date: 08/07/2021

Name:

Jagdeep S Walia

Relevant professional qualifications(s)

**CHARTERED TAX ADVISOR, CTA, ATT (FELLOW), FFTA
(Membership No 88968)**

Address:

**6 St. Georges Avenue, Southall
Middlesex UB1 1PZ**