

Company registration number: 09867049

Charity registration number: 1167426

Friends of Acted (UK)

(A company limited by share capital)

Annual Report and Financial Statements

for the Year Ended 31 December 2020

Michaelides Warner & Co
102 Fulham Palace Road
London
W6 9PL

Friends of Acted (UK)

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Friends of Acted (UK)

Reference and Administrative Details

Trustees

Ms Marie-Pierre Caley

Ms Polly Victoria Pupulin

Mr Michael Ballantyne Haines

Senior Management Team

Zeenat Garewal, UK representative

Principal Office

Lower Ground Floor
27 Emperors Gate
London
SW7 4HS

The charity is incorporated in England and Wales

Company Registration Number

09867049

Charity Registration Number

1167426

Independent Examiner

Michaelides Warner & Co
102 Fulham Palace Road
London
W6 9PL

Friends of Acted (UK)

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 December 2020.

Objectives and activities

Objects and aims

The objects of the Charity are for the public benefit. The trustees have due regard to the Commission's guidance on public benefit.

1. Prevention or relief of poverty
2. Relief of sickness and preservation and protection of health
3. Advancement of education
4. Preservation, protection and restoration of historical sites
5. Promotion of human rights as set out in Universal Declaration of Human Rights and UN conventions
6. Promotion of sustainable development
7. Other charitable purposes for the public benefit

As specified in our Charity Commission registration documents, we do this by

- Making grants to individuals
- Provide advocacy / advice and information
- Act as an umbrella / resource body

Public benefit

1. Making grants to individuals: The 2019 ACTED Memorial Award was awarded to the Villard Centre, an accommodation and education facility for orphaned children in Farkhor, Khatlon Province, Tajikistan. Both the ACTED Memorial Award and the student bursaries are on hold for 2020-2021.

2. Provide advocacy / advice and information FRIENDS OF ACTED (UK)'s advocacy work is designed to be in the public benefit by working with NGOs, government departments and research bodies to support evidence-based policy-making and ensure that funds and grants are spent appropriately and effectively.

FRIENDS OF ACTED (UK) brings its field expertise (through ACTED and Impact REACH) to decision-makers and implementers in the UK in order to improve planning, delivery and evaluation of aid interventions. These include government departments (FCDO), NGOs and NGO networks (eg START Network), private sector contractors, foundations and research bodies.

FRIENDS OF ACTED (UK) focuses on geographical and thematic areas where ACTED and/or REACH have specific expertise. (Syria, Yemen, Pakistan, Iraq, Afghanistan, Philippines, Central African Republic, the Sahel region, Migration).

3. Act as an umbrella / resource body FRIENDS OF ACTED (UK) continues to develop partnerships with other NGOs and development agencies.

FRIENDS OF ACTED (UK) increases awareness and potential of UK-based University students for employment in the humanitarian and development sectors. ACTED and sister organisations offer approximately 60 volunteer positions per year in 10+ countries. Friends of ACTED (UK) attends careers fairs, holds workshops, meetings and discusses with students from a range of universities. (Oxford University, London University (Kings College, Imperial College, LSE), Liverpool Hope University, Manchester Metropolitan University, Leeds University.)

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Financial review

Friends of ACTED (UK) has not yet undertaken any formal fundraising, ACTED is the principal source of funds.

We received donations from ACTED in this twelve month period which resulted in incoming resources of £84,416.

Total resources expended for the period was £84,911. The balance of resources comprises a rental deposit for the office of £8,525 returnable at the end of the tenancy, prepayment of the business rates and cash remaining in the bank at the end of the reporting period.

The charity can therefore report a net decrease in funds of £495 for the financial year to 31 December 2020. Friends of ACTED (UK) does not have a reserves policy or an investment policy at this stage.

In order to ensure a fair representation of total costs incurred for the overall functioning of Friends of ACTED UK (FOA UK), further analysis of the Statement of Financial Activity is as follows:

Expenses for £31,495 (2019 - £31,019) have been incurred directly by FOA UK while £53,416 (2019 - £64,450) have been incurred by ACTED France as an early-stage contribution to FOA UK development.

Revenues for £31,000 (2019 - £29,630) have been recognised as grants directly received by FOA UK, while £64,450 (2019 - £64,950) has been recognised as grants for ACTED France contribution stated above.

Structure, governance and management

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Friends of Acted (UK)

Trustees' Report

Cash flow risk

The charity's activities expose it primarily to the financial risks of changes in foreign currency exchange rates and interest rates. The charity uses foreign exchange forward contracts and interest rate swap contracts to hedge these exposures.

Interest bearing assets and liabilities are held at fixed rate to ensure certainty of cash flows.

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments. The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

Liquidity risk

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity uses a mixture of long-term and short-term debt finance.

Further details regarding liquidity risk can be found in the Statement of accounting policies in the financial statements.

The annual report was approved by the trustees of the charity on 29.10/21 and signed on its behalf by:

.....
Ms Marie-Pierre Calcy
Trustee



Friends of Acted (UK)

Statement of Trustees' Responsibilities

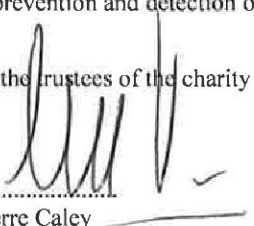
The trustees (who are also the directors of Friends of Acted (UK) for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

Approved by the trustees of the charity on 29/09/21 and signed on its behalf by:


Ms Marie-Pierre Caley
Trustee



Friends of Acted (UK)

Independent Examiner's Report to the trustees of Friends of Acted (UK)

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 7 to 19.

Respective responsibilities of trustees and examiner

As the charity's trustees of Friends of Acted (UK) (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Friends of Acted (UK) are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Friends of Acted (UK) as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.


.....
Michaelides Warner & Co Limited
ICAEW

102 Fulham Palace Road
London
W6 9PL

Date: 30/9/2021

Friends of Acted (UK)

Statement of Financial Activities for the Year Ended 31 December 2020 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2020 £
Income and Endowments from:			
Donations and legacies	3	84,416	84,416
Total income		84,416	84,416
Expenditure on:			
Charitable activities	4	(84,911)	(84,911)
Total expenditure		(84,911)	(84,911)
Net expenditure		(495)	(495)
Net movement in funds		(495)	(495)
Reconciliation of funds			
Total funds brought forward		14,486	14,486
Total funds carried forward	14	13,991	13,991
	Note	Unrestricted funds £	Total 2019 £
Income and Endowments from:			
Donations and legacies	3	94,080	94,080
Total income		94,080	94,080
Expenditure on:			
Charitable activities	4	(95,468)	(95,468)
Total expenditure		(95,468)	(95,468)
Net expenditure		(1,388)	(1,388)
Net movement in funds		(1,388)	(1,388)
Reconciliation of funds			
Total funds brought forward		15,874	15,874
Total funds carried forward	14	14,486	14,486

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2019 is shown in note 14.

The notes on pages 9 to 19 form an integral part of these financial statements.

Friends of Acted (UK)

(Registration number: 09867049)
Balance Sheet as at 31 December 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	9	920	920
Current assets			
Debtors	10	8,794	8,795
Cash at bank and in hand	11	5,316	5,811
		14,110	14,606
Creditors: Amounts falling due within one year	12	(1,039)	(1,040)
Net current assets		13,071	13,566
Net assets		13,991	14,486
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		13,991	14,486
Total funds	14	13,991	14,486

For the financial year ending 31 December 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 7 to 19 were approved by the trustees, and authorised for issue on 29/09/21 and signed on their behalf by:

Ms Marie-Pierre Caley
Trustee



The notes on pages 9 to 19 form an integral part of these financial statements.

Friends of Acted (UK)

Notes to the Financial Statements for the Year Ended 31 December 2020

1 Charity status

The charity is limited by share capital, incorporated in England and Wales.

The address of its registered office is:

Lower Ground Floor
27 Emperors Gate
London
SW7 4HS

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Friends of Acted (UK) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Exemption from preparing group accounts

The financial statements contain information about Friends of Acted (UK) as an individual company and do not contain consolidated financial information as the parent of a group.

The charity is exempt under section 400 of the Companies Act 2006 from the requirement to prepare consolidated financial statements as its undertakings are included by full consolidation in the consolidated financial statements of its parent, a company incorporated in France.

Friends of Acted (UK)

Notes to the Financial Statements for the Year Ended 31 December 2020

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received, and the amount of the income receivable can be measured reliably.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings, they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees' meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £0.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Friends of Acted (UK)

Notes to the Financial Statements for the Year Ended 31 December 2020

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Foreign exchange

Transactions in foreign currencies are recorded at the rate of exchange at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are reported at the rates of exchange prevailing at that date.

The results of overseas operations are translated at the average rates of exchange during the period and their balance sheets at the rates ruling at the balance sheet date. Exchange differences arising on translation of the opening net assets and results of overseas operations are reported in other comprehensive income and accumulated in equity (attributed to non-controlling interests as appropriate).

Other exchange differences are recognised in the Statement of Financial Activities in the period in which they arise except for:

- 1) exchange differences on transactions entered into to hedge certain foreign currency risks (see above);
- 2) exchange differences arising on gains or losses on non-monetary items which are recognised in other comprehensive income; and
- 3) in the case of the consolidated financial statements, exchange differences on monetary items receivable from or payable to a foreign operation for which settlement is neither planned nor likely to occur (therefore forming part of the net investment in the foreign operation), which are recognised in other comprehensive income and reported under equity.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Friends of Acted (UK)

Notes to the Financial Statements for the Year Ended 31 December 2020

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

3 Income from donations and legacies

	Unrestricted funds General £	Total funds £
Grants, including capital grants; Grants from other charities	84,416	84,416
Total for 2020	84,416	84,416
Total for 2019	94,080	94,080

Friends of Acted (UK)

Notes to the Financial Statements for the Year Ended 31 December 2020

4 Expenditure on charitable activities

	Note	Unrestricted funds General £	Total funds £
Governance costs	5	84,911	84,911
Total for 2019		95,468	95,468

**Total
expenditure
£**

In addition to the expenditure analysed above, there are also governance costs of £84,911 (2019 - £95,468) which relate directly to charitable activities. See note 5 for further details.

Friends of Acted (UK)

Notes to the Financial Statements for the Year Ended 31 December 2020

5

Staff costs
Wages and salaries
Independent examiner fees
Examination of the financial statements
Other governance costs
Total for 2020
Total for 2019

Friends of Acted (UK)

Notes to the Financial Statements for the Year Ended 31 December 2020

6 Staff costs

The aggregate payroll costs were as follows:

	2020	2019
	£	£
Staff costs during the year were:		
Wages and salaries	<u>53,167</u>	<u>63,006</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2020	2019
	No	No
Number of employees	<u>1</u>	<u>1</u>

Friends of Acted (UK)

Notes to the Financial Statements for the Year Ended 31 December 2020

The number of employees whose emoluments fell within the following bands was:

7 Independent examiner's remuneration

	2020 £	2019 £
Examination of the financial statements	1,440	1,432

8 Taxation

The charity is a registered charity and is therefore exempt from taxation.

9 Tangible fixed assets

	Furniture and equipment £	Total £
Cost		
At 1 January 2020	4,259	4,259
At 31 December 2020	4,259	4,259
Depreciation		
At 1 January 2020	3,339	3,339
At 31 December 2020	3,339	3,339
Net book value		
At 31 December 2020	920	920
At 31 December 2019	920	920

10 Debtors

	2020 £	2019 £
Prepayments	269	270
Other debtors	8,525	8,525
	8,794	8,795

Debtors includes £8,525 (2019: £8,525) receivable after more than one year.

	2020 £	2019 £
Other debtors	8,525	8,525

Friends of Acted (UK)

Notes to the Financial Statements for the Year Ended 31 December 2020

11 Cash and cash equivalents

	2020	2019
	£	£
Cash at bank	<u>5,316</u>	<u>5,811</u>

Friends of Acted (UK)

Notes to the Financial Statements for the Year Ended 31 December 2020

12 Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals	1,039	1,040

13 Share capital

14 Funds

	Balance at 1 January 2020 £	Incoming resources £	Resources expended £	Balance at 31 December 2020 £
Unrestricted funds				
General	14,486	84,416	(84,911)	13,991
	Balance at 1 January 2019 £	Incoming resources £	Resources expended £	Balance at 31 December 2019 £
Unrestricted funds				
General	15,874	94,080	(95,468)	14,486

15 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 31 December 2020 £
Tangible fixed assets	920	920
Current assets	14,110	14,110
Current liabilities	(1,039)	(1,039)
Total net assets	13,991	13,991

Friends of Acted (UK)

Notes to the Financial Statements for the Year Ended 31 December 2020

	Unrestricted funds General £	Total funds at 31 December 2019 £
Tangible fixed assets	920	920
Current assets	14,606	14,606
Current liabilities	(1,040)	(1,040)
Total net assets	<u>14,486</u>	<u>14,486</u>

16 Analysis of net funds

	At 1 January 2020 £	Financing cash flows £	At 31 December 2020 £
Cash at bank and in hand	5,811	(5,811)	-
Net debt	5,811	(5,811)	-

	At 1 January 2019 £	Financing cash flows £	At 31 December 2019 £
Cash at bank and in hand	6,136	(325)	5,811
Net debt	6,136	(325)	5,811

Friends of Acted (UK)

Statement of Financial Activities by fund for the Year Ended 31 December 2020

Unrestricted Funds

	Total Unrestricted Funds 2020 £	Total Unrestricted Funds 2019 £
Income and Endowments from:		
Donations and legacies	84,416	94,080
Total income	84,416	94,080
Expenditure on:		
Charitable activities	(84,911)	(95,468)
Total expenditure	(84,911)	(95,468)
Net expenditure	(495)	(1,388)
Net movement in funds	(495)	(1,388)
Reconciliation of funds		
Total funds brought forward	14,486	15,874
Total funds carried forward	13,991	14,486

Friends of Acted (UK)

Detailed Statement of Financial Activities for the Year Ended 31 December 2020

	Total 2020 £	Total 2019 £
Income and Endowments from:		
Donations and legacies (analysed below)	84,416	94,080
Total income	84,416	94,080
Expenditure on:		
Charitable activities (analysed below)	(84,911)	(95,468)
Total expenditure	(84,911)	(95,468)
Net expenditure	(495)	(1,388)
Net movement in funds	(495)	(1,388)
Reconciliation of funds		
Total funds brought forward	14,486	15,874
Total funds carried forward	13,991	14,486

Friends of Acted (UK)

Detailed Statement of Financial Activities for the Year Ended 31 December 2020

	Total 2020 £	Total 2019 £
<i>Donations and legacies</i>		
Grants - other agencies	84,416	94,080
	<u>84,416</u>	<u>94,080</u>
<i>Charitable activities</i>		
Wages and salaries	(53,167)	(63,006)
Rent and rates	(22,152)	(22,158)
Light, heat and power	(632)	(513)
Advocacy	(300)	(485)
Telephone and fax	(482)	(478)
Office expenses	(200)	(138)
Sundry expenses	(249)	-
ACTED memorial grant initiative	(5,881)	-
Travel and subsistence	(249)	(5,995)
Recruitment	(49)	(116)
Independent examiner's fee	(1,440)	(1,432)
Bank charges	(110)	(84)
Depreciation of office equipment	-	(1,063)
	<u>(84,911)</u>	<u>(95,468)</u>