

Apna Haq Limited
(A company limited by guarantee)

**Financial Statements for the year
ending 31 March 2021**

Charity number: 1169502

Company number: 05091212



The Spectrum, Coke Hill, Rotherham, S60 2HX
Tel: 01709 829821 Fax: 01709 829822
Email: admin@varotherham.org.uk Web: www.varotherham.org.uk

Apna Haq Limited
Contents of the financial statements

	Page
Legal and Administrative Information	1
Directors (Trustees) Annual Report	2 - 6
Independent Examiners Report	7
Statement of Financial Activities	8
Balance Sheet	9
Statement of Cashflows	10
Notes to the Financial Statements	11 - 18

Apna Haq Limited
Administrative details
for the year ending 31 March 2021

Registered Charity number 1169502

Registered company number 05091212
company limited by guarantee

Directors (Trustees): Langathani Leopatra Hla
 Shazia Khan
 Saiqa Tabussam - resigned 19 October 2021
 Farzana Khan - resigned 19 October 2021
 Azra Hussain - resigned 19 October 2021
 Nazreen Naz
 Zaiban Alam - resigned 19 October 2021
 Sughara Aziz
 Umme Rubab
 Shahzadi Awan - appointed 19 October 2021
 Prof Parveen Ali - appointed 10 November 2021
 Farah Syed - appointed 19 October 2021
 Vathsaladevi Vasu - appointed 19 October 2021

Secretary: Shahzadi Awan

Chief Executive: Zlakha Ahmed

Registered office The Spectrum
 Coke Hill
 Rotherham
 S60 2HX

Bankers	Yorkshire Bank plc	Virgin Money
	1 Frederick Street	1 Frederick Street
	Rotherham	Rotherham
	S60 1QP	S60 1QP

Independent examiner F Hazlehurst FMAAT an employee of
 Voluntary Action Rotherham
 The Spectrum
 Coke Hill
 Rotherham
 S60 2HX

Apna Haq Limited
Directors` report (incorporating the Trustees` annual report)
for the year ending 31 March 2021

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and financial statements for the year ending 31st March 2021. The trustees have adopted the provision of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' (FRS102) in preparing the annual report and financial statements of the charity.

Structure, governance and management

The organisation is a Company limited by guarantee, incorporated on 1 April 2004 and registered as a charity on 5 October 2016. The company was established under a Memorandum of Association, amended by special resolution on 17 August 2016. In the event of the charitable company being wound up members are required to contribute £1 each only.

The charitable company is governed by a board of trustees, who are responsible for setting the strategic direction of the organisation and for establishing policy. The board is authorised to appoint new trustees to fill vacancies arising between AGM's. Trustee's are selected and trained following careful consideration of skills and experience required to fulfil the role.

Our Governance structure and governing board members have remained the same within this period.

Charitable aims and objectives

The charity's principle objective is for the benefit of women affected by issues of isolation, distress, violence and abuse and from the ethnic minority communities in Rotherham or elsewhere.

To advance the following objects:

- 1) The relief of poverty, distress and suffering
- 2) The advancement of education
- 3) The promotion of social inclusion for the public benefit among the beneficiaries who are socially excluded on the grounds of their social and economic position, by providing:
 - a) Education and training
 - b) Confidence and capacity building activities
 - c) Social and recreational facilities in the interests of social welfare.

In furtherance of these objects the company may educate or raise awareness of the wider public in issues affecting the beneficiaries.

Activities undertaken for the public benefit

In shaping the objectives for the year, the trustees have paid due regard to the public benefit guidance published by the Charity Commission. The charity's activities demonstrate how Apna Haq has set out to fulfil its principal charitable objective.

Related Parties

Apna Haq Ltd is a fully affiliated member of Women's Aid Federation of England.

Risk management

The trustees have a duty to identify, review and manage the risks to which the charity is exposed and to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error.

Apna Haq Limited
Directors' report (incorporating the Trustees' annual report)
for the year ending 31 March 2021

Details of key changes within the organisation

We have developed Covid working safeguard policies and hybrid work policies to take into account the impact of Covid. All our workers are key workers delivering essential services to keep women and children safe. Thus, we have remained open during the past year, following the government guidelines. Staff were issued with equipment such as laptops, printers, chairs, additional phones as deemed appropriate in order to enable staff to continue working but from the home. Extensive risk assessments have been carried out and implemented before a return to the office. Weekly rota workings have been put into place to ensure that there is a limited number of staff within the office when they do return to the office base.

We have developed a hybrid working policy where all staff that do not have clinical reasons for not working from the Apna Haq office are now all working from the office on set rotational days.

Where possible staff attend to service users over the phone and limit the in-person meetings unless essential.

This period has enabled us to access a great deal more funding than ever possible previously. We have used this to enable our CEO and advocacy workers as well as the admin/finance role to become full time. This funding has been very timely as our referral requests have increased by over 88% percentage increase alongside this we have recruited 2 new additional support workers and, some additional part time administrative support.

Methods used to appoint and recruit new charity trustees

An important objective of Apna Haq is to have service users represented on our board, as is reflected by our service user involvement policy. Also, for our board to be made of diverse community back grounds. Due to these reasons our board recruitment is done through word of mouth, and suggestions by existing board members as well as the staff team, and women from the communities putting themselves forward. Once someone is identified as having potential suitable experiences, or they make contact with Apna Haq, they are given information on Apna Haq's work and asked to meet up with our CEO. A 2-way dialogue takes place where the CEO can ascertain how well the potential candidate may fit with Apna Haq values ethos and ways of working. The work Apna Haq does is shared by sharing past AGM reports and other strategic documentation. This information is then given to the board and staff members for their views on the suitability of the candidate. Potential interested trustees once vetted by board and staff team are asked to fill in Trustee application form detailing their interest and experience in wanting to become a trustee. Once the application is received back, this is considered at a board meeting, a decision is taken to offer the person a position or they may be turned down by the existing board.

Apna Haq Limited
Directors` report (incorporating the Trustees` annual report)
for the year ending 31 March 2021

Methods used to appoint and recruit new charity trustees continued

Newly recruited Trustees undergo an induction process. they attend an induction meeting that introduces them to the work of Apna Haq and the duties and person specification of the role. Policies are such as safeguarding, equalities and conflict of interest are shared. Induction includes:

Vision statement / Mission / Values / business plan / Trustees annual report and accounts / Role description and Trustee Code of Conduct) / Extracts from funding bids strength-based review

Achievements and Performance

Impact of Covid – the whole staff team have had to take responsibility of ensuring that women not only remain safe from abuse and violence but also from Covid 19. This meant that there was a need for full time staff and additional support staff. In 2020 we all also felt the impact of the death of George Floyd and the rise of the consciousness among general society of the impact of racism. It is an area of work that we have continued to engage with and strengthen as racism is a reality faced by our service users and staff on an everyday basis.

We are reaching the penultimate year of our business plan and we are pleased to be able to share that we have been able to deliver out of house counselling sessions for our service users and coaching, as well as coaching for our staff and directors. We will forever be indebted to our range of funders whom enable us to carry out this work. we are grateful to all our funders including those who reached out to us and offered us the funding. GBMSP and the Indigo trust being 2 of these. We have also been pleased to have been able to access the food in crises money and the toy appeal, details of all which can be found further on in our report.

This year we have seen an unprecedented level of referrals from women themselves and agencies. We have been able to meet all of our out puts for all of our funders. We have been fortunate in that we have been able to expand the services we have been able to offer with the additional funding we have secured. We are extremely grateful to Professor Aisha Gill her group of friends. Between them they have been running a national fundraising campaign to raise funds for women with No recourse to public funds. They have over the year raised a substantial amount of money for this area of work.

Apna Haq Limited
Directors` report (Incorporating the Trustees` annual report)
for the year ending 31 March 2021

Future Plans

We will have come to the end of our 5-year business plan by the end of this year. We are pleased that we have managed to reach a number of milestones that we had set ourselves such as having our Train the trainer's sexual violence within BME communities approved to run as a moderated course, as well as Apna Haq becoming a training centre from where these and other courses can be run from, and we having been able to secure funding to offer counselling for our service users. We will plan to develop our future business plan in the forthcoming year. We are currently working with a consultant funded through the Lloyds bank foundation funding, where we will be developing processes that will enable us to strengthen ourselves as an organisation and also our governance structures. We are in the process of reviewing our Directors and will run an active recruitment campaign to ensure that we are able to set down and recruit new board members from a wide range of different experience's related to our service provision as well as being from a range of diverse community backgrounds. We will of course continue to monitor the Covid situation closely and risk assess and ensure that we continue to deliver our services in safety for staff and service users.

Investment policy

The charitable company's investment powers are set out in its Memorandum and Articles of Association and allows the company to invest funds not immediately required in investments, securities and property, subject to such conditions as may be required by law.

Financial review (including reserves policy)

During the year the charity generated incoming resources of £521,076 (2020: £181,523).

The trustees remain extremely grateful for the generosity of all our grant providers (detailed in note 3 to the accounts) and other supporters of the charity.

Total expenditure during the year was £314,437 (2020: £162,020). The SOFA is showing a surplus at the year-end of £206,639 after transfers between funds of £18,248.

The total funds at the year-end stand at £315,954 (2020: £109,315). Funds consist of restricted funds of £209,367 (2020: £61,833), designated funds of £64,661 (2020: £37,678) and a general fund of £41,926 (2020: £9,804).

Currently we are still building our cash reserves as we are wanting to reach the position of three months notice and redundancy costs for all eligible employees as well as 3 months running costs. This equates to £126,617. The 3 months running costs would enable us to have some short-term sustainability to gain other funding if we unexpectedly lost our current funding. We will continue with our financial review processes on an ongoing basis.

Apna Haq Limited
Directors' report (Incorporating the Trustees' annual report)
for the year ending 31 March 2021

Exemptions

The directors/trustees have taken advantage of the exemptions available to small companies, including the audit exemption.

Directors Responsibilities for the Financial Statements

Company law requires the directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company at the end of the year and of the surplus or efficiency for the year then ended.

In preparing those financial statements, the trustees are required to select suitable accounting policies and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the company, and enable them to ensure that the financial statements comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Small Company Provisions:

This report has been prepared in accordance with the special provisions for small companies under part 15 of the Companies Act 2006.

The directors declare they have approved the directors' report above.

Signed: *Nazreen Naz*

Date: 14/01/2022

Print Name: Nazreen Naz
Director

**Independent examiners report to the trustees of
Apna Haq Limited Charitable Company
for the year ending 31 March 2021**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity trustees of the Company (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 the Company 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) of the 2011 Act.


Independent examiner's statement

Since the Company'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 Association of Accounting Technician, which is one of the listed bodies.

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 the Company as required by section 386 of the 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 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.

Signed: 
Faye Hazlehurst FMAAT
Voluntary Action Rotherham Ltd
Community Accountancy Service
The Spectrum, Coke Hill
Rotherham
S60 2HX

Date: 31 January 2022

Apna Haq Limited
Statement of Financial Activities
for the year ending 31 March 2021

		Unrestricted Funds	Restricted Funds	2021 Total	Unrestricted Funds	Restricted Funds	2020 Total
		£	£	£	£	£	£
INCOMING RESOURCES							
Donations & Legacies	2	2,492	6,232	8,724	398	97	495
Charitable Activities	3	41,767	470,585	512,352	1,383	177,589	178,972
Fundraising and Events		-	-	-	2,056	-	2,056
TOTAL INCOMING RESOURCES		44,259	476,817	521,076	3,837	177,686	181,523
RESOURCES EXPENDED							
Raising funds	4	-	1,714	1,714	-	962	962
Charitable Activities	5	3,402	309,321	312,723	1,947	159,111	161,058
TOTAL EXPENDED RESOURCES		3,402	311,035	314,437	1,947	160,073	162,020
Net income/expenditure		40,857	165,782	206,639	1,890	17,613	19,503
Transfers between funds		18,248	(18,248)	-	551	551	-
Net movement in funds		59,105	147,534	206,639	1,339	18,164	19,504
Total funds brought forward		47,482	61,833	109,315	46,143	43,669	89,812
Total funds carried forward		106,587	209,367	315,954	47,482	61,833	109,315

This Statement of Financial Activities includes all gains and losses recognised in the year.

All the activities of the charitable company are classed as continuing.

The comparative figures for each fund are shown in notes to the accounts.

Apna Haq Limited
Balance Sheet
as at 31 March 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangible fixed assets	7	8,165	-
Current assets			
Debtors	8	1,210	8,577
Cash at Bank and in hand		308,639	105,303
Total assets		<u>309,849</u>	<u>113,880</u>
Liabilities			
Creditors - due within one year	9	(2,060)	(4,565)
Total liabilities		<u>(2,060)</u>	<u>(4,565)</u>
Net current assets		307,789	109,315
Net assets		<u>315,954</u>	<u>109,315</u>
Represented by:			
Unrestricted Funds		41,926	9,804
Designated Funds	16	64,661	37,678
Restricted Funds	17	209,367	61,833
Total Charity funds		<u>315,954</u>	<u>109,315</u>

The notes on the following pages form part of these financial statements.

For the period ending 31st March 2021, the company is entitled to the audit exemption under 477 of the Companies Act 2006. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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 directors declare that they have approved the accounts above.

Signed on behalf of the company's directors:

Signed: *Nazreen Naz*

Date: 14/01/2022

Print name: Nazreen Naz
Director

Apna Haq Limited
Statement of Cash flows
Year ended 31 March 2021

	Note	2021	2020
Cashflow from operating activities	19	215,584	14,731
		<u>215,584</u>	<u>14,731</u>
Net cashflow from operating activities		215,584	14,731
Cashflow from investing activities			
Payment to acquire tangible fixed asset		(12,248)	-
Interest received		<u>-</u>	<u>-</u>
Net cashflow from investing activities		(12,248)	14,731
		<u>203,336</u>	<u>14,731</u>
Net increase in cash and cash equivalents		203,336	14,731
Cash and cash equivalents at 1 April 2020		105,303	90,572
		<u>308,639</u>	<u>105,303</u>
Cash and cash equivalents at 31 March 2021		308,639	105,303
Cash and cash equivalents consists of:			
Cash at bank and in hand		<u>308,639</u>	<u>105,303</u>
Cash and cash equivalents at 31 March 21		308,639	105,303

Apna Haq Limited
Notes to the financial statements
for the year ending 31 March 2021

1 Accounting policies

Basis of preparation

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 from 1 January 2019) - (Charities SORP (FRS102)) and the Companies Act 2006.

Apna Haq meets the definition of a public benefit entity under FRS102.

Assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated in the relevant accounting policy note(s).

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

Funds

Incoming resources that may be applied for the charities general purposes are treated as unrestricted incoming resources and are credited to the unrestricted funds.

Where a donation or grant is required to be used for a specific purpose, the amount concerned is treated as restricted income and is credited to the appropriate restricted fund.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes or projects which they have decided to undertake.

Incoming Resources

All material incoming resources have been included in the Statement of Financial Activities (SOFA) when the charity is entitled to the income, when any performance conditions attached are met, when it is probable that the income will be received and when the amount can be measured reliably.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS102).

Grant income is deferred if the period the monies relate to is specified or indicated by the funder.

Donations and legacies are accounted for when they are receivable.

Resources Expended

All expenditure is included on an accruals basis and is recognised as a liability is incurred. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Expenditure includes any VAT which cannot be recovered.

Apna Haq Limited
Notes to the financial statements
for the year ending 31 March 2021

Cost of raising funds includes all expenditure incurred to raise funds for charitable purposes, including costs of all fundraising activities and cost incurred in seeking donations, grants and legacies. Expenditure on charitable activities includes all resources applied by the charity in undertaking work to meet its charitable objectives.

Support cost allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include the cost of governance and administrative payroll costs. Given that support costs are less than 5% of total costs, they are allocated directly to expenditure on charitable activities.

Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation. Assets are capitalised if the cost is greater than £250. Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over their expected useful lives on the following basis:

Computer and Equipment 33% straight line

Debtors and creditors receivable/payable within the year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Pension costs

The charity operates a defined contribution pension scheme for employees. Pension costs charged to the Statement of Financial Activities represent the contributions payable by the charity in the year.

Going concern note

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient, with the level of reserves, for the charity to be able to continue as a going concern.

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Apna Haq Limited
Notes to the financial statements
for the year ending 31 March 2021

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
2 Donations & Legacies				
Hardship fund/general donations	2,492	6,232	8,724	495
	<u>2,492</u>	<u>6,232</u>	<u>8,724</u>	<u>495</u>

Income from donations and legacies was £8,724 (2020: £495) of which £2,492 was attributable to unrestricted funds (2020: £398) and £6,232 (2020: £97) was attributable to restricted funds.

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
3 Charitable Activities				
The Big Lottery Fund	-	137,693	137,693	176,097
ENAR	-	-	-	1,492
Lloyds Bank Foundation	-	76,075	76,075	-
South Yorkshire Police Crime Commissioner	-	79,228	79,228	-
Angelou Centre - Comic Relief	-	45,784	45,784	-
Awards for All - Covid-19	-	10,000	10,000	-
Indigo Trust	25,000	-	25,000	-
NACCOM - Respond and Adapt Programme	-	10,000	10,000	-
ROSA - Covid-19	-	18,748	18,748	-
Smallwood Trust	-	20,323	20,323	-
Young Women's Trust - Hardship Fund	-	900	900	-
Voluntary Action Rotherham Ltd	-	3,600	3,600	-
Imkaan's VAWG Covid-19 Fund	-	20,000	20,000	-
Women's Aid - Comic Relief	-	36,000	36,000	-
Southall Black Sisters	-	10,000	10,000	-
GMSP Foundation	16,500	-	16,500	-
Other income	267	2,234	2,501	1,383
	<u>41,767</u>	<u>470,585</u>	<u>512,352</u>	<u>178,972</u>

Income received from charitable activities was £512,352 (2020: £178,972) of which £41,767 (2020: £1,383) was attributable to unrestricted funds and £470,585 (2020: £177,589) was attributable to restricted funds.

	Total 2021 £	Total 2020 £
4 Cost of Raising Funds:		
Staff costs	1,714	962
	<u>1,714</u>	<u>962</u>

Expenditure on costs of raising funds both in 2021 and 2020 was all attributable to restricted funds.

Apna Haq Limited
Notes to the financial statements
for the year ending 31 March 2021

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
5 Cost of Charitable Activities				
Wages and Salaries	256	195,858	196,113	115,415
Training costs and expenses	-	39,906	39,906	12,607
Payroll charges	-	590	590	571
Office/Gen Admin expenses	12	273	285	-
Counselling services	-	11,319	11,319	-
Travel expenses	12	2,312	2,324	6,574
Refreshments	10	13	23	400
Membership and subscriptions	-	572	572	515
Insurance	-	1,924	1,924	1,906
Bank charges	-	12	12	67
Website	-	2,270	2,270	288
Rent, rates & room hire	-	16,839	16,839	7,995
Telephone & internet	39	4,289	4,328	2,289
ICT	-	4,670	4,670	2,627
Hardship expenses	-	6,766	6,766	257
Consultancy/Evaluations	-	5,000	5,000	3,000
Overheads	-	-	-	751
Printing, Postage & Stationery	41	7,287	7,328	-
Food hampers	-	2,940	2,940	-
Publicity	-	288	288	466
Professional Fees	-	2,163	2,163	1,132
Accountancy & book keeping	(1,050)	3,761	2,711	-
Depreciation	4,083	-	4,083	2,478
Misc Expenses	-	269	269	26
	3,402	309,321	312,724	159,364

Expenditure on charitable activities was £312,724 (2020: £161,058) of which £3,402 (2020: £1,947) was attributable to unrestricted funds and £309,321 (2020: £159,111) was attributable to restricted funds.

6 Net income/expenditure for the year	2021	2020
	£	£
Net income/expenditure is stated after charging:		
Independent Examination fee	1600	1050
Depreciation of tangible fixed assets	4083	2478
	5683	3528

Apna Haq Limited
Notes to the financial statements
for the year ending 31 March 2021

7 Tangible fixed assets	Equipment
	£
Cost at 1 April 2020	7,426
Additions	12,248
Disposals	<u>(2,100)</u>
At 31 March 2021	<u>17,574</u>

Depreciation	
at 1 April 2020	7,426
Charge this period	4,083
Disposals	<u>(2,100)</u>
at 31 March 2021	<u>9,409</u>

Net book value:	
at 31 March 2021	<u>8,165</u>

at 31 March 2020	<u>-</u>
------------------	----------

8 Debtors	2021	2020
	£	£
Prepayments and accrued income	480	7,477
Other debtors	<u>730</u>	<u>1,100</u>
	<u>1,210</u>	<u>8,577</u>

9 Creditors	2021	2020
	£	£
Accruals and deferred income	1,600	4,565
Other creditors	<u>460</u>	<u>-</u>
	<u>2,060</u>	<u>4,565</u>

10 Staff Costs	2021	2020
	£	£
Wages and Salaries	171,102	102,490
Employer National Insurance	15,968	7,864
Employers allowance	(4,000)	(3,000)
Employers Pension Costs	10,843	9,023
Benefits: tax and national insurance paid by employer on holiday pay	<u>3,914</u>	<u>-</u>
	<u>197,827</u>	<u>116,377</u>

The average monthly number of employees during the year on full time equivalent (FTE) basis was as follows:

2021	2020
<u>6.88</u>	<u>3.66</u>

The average number of employees during the year was 9 (2020: 6).

Apna Haq Limited
Notes to the financial statements
for the year ending 31 March 2021

The organisation was also supported by a total of 2 volunteers through the course of the year.

11 No employee received remuneration in the excess of £60,000 during the year (2020 - none).

12 Trustees' and key management personnel remuneration and expenses

During the year two trustees held loans from the hardship fund with a balance of £280. No remuneration or expenses were paid during 2021 (2020: £nil).

The total amount of employee benefits received by key management personnel is £57,833 (2020: £37,996). The Trustees consider its key management personnel comprise the Chief Executive Officer.

13 Fees paid to the Independent examiners organisation.	2021	2020
	£	£
Payroll	892	571
Room Rent/Hire	8,970	7,115
Book keeping and software	1,371	-
Other services	1,077	-
	<u>12,310</u>	<u>7,686</u>

14 Independent examination and accountancy services

During the period, the cost of the independent examination and accountancy services was £1,600 (2020: £1,050).

15 Related party transactions

During the period the charity received a grant of £3,600 from Voluntary Action Rotherham the Independent Examiners organisation. Due to the reporting lines in place this is not considered to be a conflict of interest.
There were no other related party transactions.

16 Movement in funds	Opening Balance	Incoming Resources	Resources Expended	Transfers	Closing Balance
	£	£	£	£	£
Designated funds					
Reserves	37,678	12,818	-	6,000	56,496
Fixed Asset Fund	-	-	4,083	12,248	8,165
	<u>37,678</u>	<u>12,818</u>	<u>4,083</u>	<u>18,248</u>	<u>64,661</u>

Designated funds

Reserves - These funds have been earmarked for redundancy and closure costs in the event of the Company closing.

A sum of £12,248 was transferred from the SY Police Crime Commissioner fund and Comic Relief to the designated fixed asset fund for the purchase of equipment. The remaining balance will be used to write down the value over the useful life of the asset.

The transfer from the restricted fund Women's Aid (Comic Relief) of £6,000 into unrestricted designated reserves was approved with the funder.

Apna Haq Limited
Notes to the financial statements
for the year ending 31 March 2021

	Opening Balance	Incoming Resources	Resources Expended	Transfers	Closing Balance
17					
Restricted funds	£	£	£	£	£
Hardship fund	9,124	19,366	7,736	-	20,754
The Big Lottery Fund	53,739	137,693	68,297	-	123,135
ENAR	851	-	-	-	851
Comic Relief	(1,881)	45,784	39,029	(8,995)	(4,121)
Lloyds Bank Foundation	-	76,075	56,075	-	20,000
South Yorkshire Police Crime Commissioner	-	79,228	75,975	(3,253)	-
Awards for All - Covid-19	-	10,000	10,000	-	-
NACCOM - Respond and Adapt Programme	-	10,000	-	-	10,000
ROSA - Covid-19	-	18,748	-	-	18,748
Smallwood Trust	-	20,323	20,323	-	-
Voluntary Action Rotherham Ltd	-	3,600	3,600	-	-
Imkaan's VAWG Covid-19 Fund	-	20,000	-	-	20,000
Women's Aid - Comic Relief	-	36,000	30,000	(6,000)	-
Total unrestricted funds	61,833	476,817	311,035	(18,248)	209,367

Hardship fund - The Hardship fund is to be used to provide emergency funds and short term loans to service users in the need of financial support

The Big Lottery Fund - January 2020.

Developing potential, transforming lives. Funding received to support women and girls from BME communities to reach out and gain support to overcome issues of violence and abuse.

ENAR - Expenses reclaimed for travel to European Network Against Racism

Comic Relief - a positive change partnership led by specialist black feminist consortium to address a critical gap in sexual violence provision.

Lloyds Bank Foundation - Community Match Challenge Grant

Grant to support the charity to respond to the needs of the most vulnerable and marginalised people affected by the Covid-19 crisis.

SY Police Crime Commissioner - extraordinary Covid-19 Funding

Awards for All - Covid 19 response fund

Respond and Adapt Programme - grant given to adapt services and coordination during the Covid-19 pandemic.

ROSA - Covid 19 Emergency Fund

Smallwood Trust - grant provided for administration staffing hours and consultancy fees.

Voluntary Action Rotherham Ltd - Winter grant to provide food hampers to the vulnerable.

Imkaan's VAWG Covid-19 Fund - Grant given to fund additional staffing hours from April 2021.

Women's Aid - Comic Relief - Funding received for faith based spiritual coaching for staff, service users and directors. Also provided a culturally specific counselling therapy service online for service users.

Apna Haq Limited
Notes to the financial statements
for the year ending 31 March 2021

18	<u>2021</u>	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
	Fixed assets	-	8,165	-	8,165
	Current assets	42,386	56,496	210,967	309,849
	Current liabilities	(460)	-	(1,600)	(2,060)
		<u>41,926</u>	<u>64,661</u>	<u>209,367</u>	<u>315,954</u>

	<u>2020</u>	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
	Fixed assets	-	-	-	-
	Current assets	10,854	37,678	65,348	113,880
	Current liabilities	(1,050)	-	(3,515)	(4,565)
		<u>9,804</u>	<u>37,678</u>	<u>61,833</u>	<u>109,315</u>

19 Reconciliation of net (expenditure)/income to net cash flow from operating activities

	2021 £	2020 £
Net income for year	206,639	19,504
Depreciation of tangible fixed assets	4,083	2,478
(Increase)/ decrease in debtors	7,367	(6,002)
Increase/(decrease) in creditors	(2,505)	(1,249)
Net cash flow from operating activities	<u>215,584</u>	<u>14,731</u>