



INTERNATIONAL EMERGENCY TEAM UK

MEETING AGENDA

AGM: Meeting of the Trustees (= Members), plus social event with Supporters and Volunteers

Date: Thursday 15th December 2022

Time: 19:00hrs

Venue: Cha Cha Chai Restaurant, Westgate Road, Newcastle upon Tyne

- ❖ Welcome and outline of event by Chair (Mehrban Sadiq] and General Secretary [Richard Kotter]

- ❖ In Attendance [in person]:

Mehrban Sadiq [Chair, Trustee], Richard Kotter [General General Secretary, Trustee], Dr Shahid Rasul [Treasurer, Trustee], Dr Iqbal Sayed, Nasir Jamil, Nadeem Ahmad, Dr Naveed Anwar, Adnan Gulzar, Iris Weber, Mohsin Ahmed, Mohammad Ajub, Raja Tahir, Chioma Ezech,

- ❖ Apologies for absence:

These were noted, as they had been received by e-mail, Whatsapp, or verbally to the Trustees in attendance. As per the IETUK current constitution, the meeting was quorate (as a minimum of 3 Trustees were present, and with the requisite share of the overall Trustee numbers at that time, and with no objections lodged by any trustee [member] after the duly and timely given notice of this AGM (including the location, this time in Newcastle upon Tyne).

Apologies were received by:

Daryl Oprey [Trustee], Mohammad Ali [Trustee], Rashid Hussain, Cllr Gohar Almass, Cllr Imrin Ali, Asif Khusheed, Adeel Ehsan, Laila Abdullah, Khansa Sadiq, Ehtashem Arshan, Talib Butt, Shazad Sadiq, Javed Iqbal, Zeeshan Siddiqui.

- ❖ Minutes of last AGM meeting & Matters arising from previous minutes

These had been pre-circulated electronically, but also were available on the day in hard copy. There were reviewed, found to be accurate, and signed off by the attendees, with no outstanding actions to be resolved from them.

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❖ Agenda Items

Item 1 – Report on Activities since mid-March 2022 (as previous activities in 2022/21 were covered in the last AGM in Leeds on the 21st of March)

Mehrban Sadiq (Chair) and Richard Kotter (General Secretary) delivered an oral update report and narrative, with taking & responding to questions also. This was building on, and also repeating a summary report of such nature which Richard Kotter

Item 2 – Partnership Updates for 2022/23

FireAid UK gave us many different consignments of professional emergency services / fire fighters uniforms and related equipment for abroad across the year (from for instance Scottish Fire and Rescue Service, but we also picked a major (new) consignment from Oxford Safety Suppliers), worth several hundred of thousands pounds sterling.

We negotiated and signed in 2022 a Memorandum of Understanding (MoU) with the Kasguma Health and Welfare Trust [a UK registered charity out of Oldham, in the North West of England]. This negotiated (Mehrban Sadiq and Richard Kotter, in Oldham earlier on in 2022) relationship (with no costs to IETUK, and full due diligence and public sector partners [e.g. Rescue 1122] has worked well so far, and has given us also more (media and visibility) exposure, as well as in-kind professional warehousing capacity and professional international logistics transport to across Pakistan. This has also been critical – in part – in 2022 for IETUK - at no cost to itself – to ship several major consignment with probably (in terms of value and impact of in-kind technical / WASH and emergency shelter) donations) IETUK was offered and has received from AquaBox charity in Wirksworth, Derbyshire to several regions, locations, communities and families across Pakistan, Sri Lanka (and in 2023 now also to Turkey and perhaps also northern Syria, and in the past to Nepal also).

The supplies to IETUK from AquaBox (through UK Aid) for abroad (Gold family boxes and standard boxes with high-end water filtration systems for the field as well as emergency shelter etc.) also are worth several hundreds of thousands of pounds, with more being promised / being delivered in 2023.

We further became part of an event (though Dr Iqbal Sayed and Mehrban Sadiq) organised with Islamic Relief UK locally, and now have a very good link with their HQ and their Glasgow office and logistics hub, and we have also now built stronger links with the Turkish community in Newcastle upon Tyne. Efforts to build effective local and international links and support supply lines into Bangladesh continue – to be reported on further in 2023. We have been part of some events in cultural



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centres (Pakistani, Bangladesh, Turkish), mosques and also Sikh Gurdwaras in Newcastle upon Tyne and Gateshead (with some in-kind sponsorship by some restaurants there, e.g, Saji's).

As a major development, we are building and developing, agreed in principle in the latter part of 2022, a mutually beneficial (training, fundraising, sharing expertise) relationship with the North East Centre for Autism / Autism Society in the North East. Other major developments are under so far confidential) discussion, and updates will be available later on in 2023 – and with full scrutiny by IETUK Trustees. But to confirm, IETUK is not looking to take on staff or paid-for office premises – we are resolved (for the time being at least) to keep out overheads to a bare minimum.

Item 3 – Financial Report

In February 2022 IETUK finally managed to obtain a digital charity banking account (also with Virgin Money, with the old one closed and assets transferred over to this one.

A summary had been prepared, and send out with the invitation to this meeting with due notice (as per IETUK constitution). This was also tabled. The summary was discussed, and found to be sufficiently robust and informative. IETUK has no debts, no outstanding obligations, has extremely low operational costs (and no staff, offices, warehouses [we had the in-kind use of a Car Wash-attached one Westgate Road in Newcastle-upon-Tyne, now emptied in collaboration with the logistics teams for international delivery with

Due to a number of fundraising activities (notably at St Charles church in Gosforth, led by Nadeem Ahmad) which also served as outreach activities, a one-off large [£7000] donation to IETUK arranged through Cllr Irim Ali's business and a sizeable donation from the School Council of Wingrove Primary School due to their 'Pakistan Flood Green(er) Day'] fundraising, and some additional institutional charitable donations (e.g. by HM Residential)

However, it was resolved that in future a better double accounting system to be installed by the (new) Treasurer, and all IETUK expense to be only made via the IETUK bank account card, and no longer in cash for any amount. This is to better aid the analysis of income and outgoing against activities [which had been presented in summary]. Dr Shahid Rasul and Nasir Jamil were charged with presenting a full set of accounts (the bank statements of IETUK were in attendance, and could be scrutinised by any attendee) up until the end of January 2023 for the due (financial) reporting to be done by IETUK to the (England & Wales) Charity Commission (for the period of 31/03/2022 to 31/01/2023). Dr Iqbal Sayed,

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Mehrban Sadiq and Richard Kotter met in January 2023 to progress this further, and Richard Kotter undertook a final analysis and produced a draft financial submission to the Charity Commission, based on their Excel spreadsheet tool that is mandatory to use in reporting. This was duly signed by Mehrban Sadiq and Richard Kotter, and submitted (in February 2023) to the Charity Commission.

A full annual report of activities, focussing on the major in-kind donations from various national UK channels (largely the UK emergency services (including through UK Fire Aid) plus majorly the AquaBox charity based in Wirksworth, Derbyshire (through UK Aid), will be prepared – the estimated volume that IETUK handled in 2022 is about £ 1 million, not just to Pakistan but a range of countries (as per the IETUK logo and beyond) ion South Asia).

IETUK also organised, with local partners, a successful fundraiser “Food for Peace” in aid of Ukraine civilians in April 2022, with about £ 700 of net proceeds going that way.

Item 4 – Trustee updating (retiring, continuing, and proposed to be appointed)

Dr Shahid Rasul stepped down as IETUK Trustee, to take on other significant charitable and academic roles elsewhere, but declared that he will remain an active Supporter of IETUK. He was thanked by the meeting / the Chair for his significant efforts for IETUK in his tenure.

Daryl Oprey and Mohammed Ali were retained as IETUK Trustees going forward, as were Mehrban Sadiq (continuing by popular request as Chair also) and Richard Kotter (continuing as General Secretary).

Colin Bowman, Stephen Garcia and Prof. Terrence Fernando (now retired to Sri Lanka) had already retired for / at the March 2022 AGM in Leeds [and this needs to be reflected also in the revamp of the IETUK website], and were thanked for their very considerable and impactful services there.

Dr Iqbal Sayed was proposed [by Richard Kotter and Mehrban Sadiq] **to be an incoming IETUK Trustee**, after being a diligent, insightful and committed IETUK Supporter for the past several years, and also having played an important role in the 2020 IETUK working delegation to Pakistan & their emergency services + some key charities on the ground. **He duly accepted to become an IETUK Trustee**, with education/outreach & strategy in his portfolio.

Nasir Jamil was also proposed by Mehrban Sadiq and Richard Kotter **to become a new IETUK Trustee, and duly accepted** – with becoming IETUK Treasurer (having worked also on the IETUK accounts at the tail end of 2022).

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Iris Weber was proposed as a new IETUK Trustee, after having volunteered with IETUK since 2020, and also having played an important role in the 2020 IETUK working delegation to Pakistan & their emergency services + some key charities on the ground. **She duly accepted** the new role as Trustee, with a particular remit for civic education,

Item 5 – Fundraising and Sponsorship

Working with schools and school councils [pupils, plus their supporting teachers] was seen as a very promising line of outreach and also fundraising activity], building on the success with a local Newcastle upon Tyne primary school in Fenham [Wingrove Primary School's "Green Day"], and also the connections some IETUK Trustees [and Supporters have].

There may also be promising collaborations to be had for fundraising and revenues in 2023 for IETUK's activities in 2023 and beyond with some local/regional charitable foundations and NGOs – such as the North East Autism Society, starting up – and some [duly checked] regional for-profit companies / corporates who are seeking or are willing to support internationally and UK- and regionally visible charities such as IETUK for have no overheads to speak of and are respected and effective, with good and legitimate links in South Asia (for instance). This may also perhaps extend to provide in-kind warehousing/storage facilities for IETUK in the North East & Yorkshire.

Supermarkets - such as e.g. Tesco - locally may be willing to host bucket collections for IETUK causes if well communicated and targeted as part of the CSR / ESG efforts

Item 6 – role of (entirely voluntary) IETUK Management Board going forward – supporting & working with [and being overseen by] IETUK Trustees

There had been an away half-day by the Newcastle IETUK team in the Autumn of 2022 to discuss this (hosted by the Newcastle United Football Club Foundation's outreach centre), and a Draft (conceptual) model had been developed there & shortly afterwards. This will be further discussed, in alignment with a proposed revision of the IETUK constitution, by the full (new) set of IETUK Trustees in 2023 to operationalise.

Item 7 – Charity & Team Communications

We as IETUK communicated our work on an ongoing basis on social media (Twitter and Facebook, plus LinkedIn at times), and presented per invitation both

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formally and informally on our objectives, ways of working, activities and partnerships with – for instance – Spice Radio FM (Newcastle-upon-Tyne based, with a North East audience, Asian Business Connections in the North East of England, the Yorkshire County Cricket Board, several digital UK-based but internationally [South Asia, in but also beyond Pakistan] TV stations (e.g. *C44*) and newspapers (e.g. *Urdu Times UK*, *Asian Times*, *Jazba News*, *Daily Underground* etc.), and also submitted press releases to the regional UK print media and University press teams.

Internationally, we also continued our key information and publicity sharing with Rescue 1122 in Pakistan, and were followed / retweeted from there / covered in their newsletters.

Both Richard Kotter and Mehrban Sadiq presented at some international (hybrid and fully online) international academic + practice conferences for & on IETUK activities and impact (IDriM society, GADRI, Northumbria University, University of Engineering and Technology, Lahore, plus University of Manila Business School, The Philippines and also Quezon City in the same country), and Mehrban Sadiq also in person [on holiday, alongside Raja Tahir, at the Headquarters of the Punjab Emergency Services' (aka Rescue 1122) Emergency Services Academy in Lahore, The Punjab, Pakistan.

The negotiated (Mehrban Sadiq and Richard Kotter, in Oldham earlier on in 2022) relationship (with no costs to IETUK, and full due diligence and public sector partners [e.g. Rescue 1122] in Pakistan with Kasguma Health & Welfare Trust (which we signed a Memorandum of Understanding with has worked well, and has given us also more (media and visibility) exposure, as well as in-kind professional warehousing capacity and professional international logistics transport to across Pakistan.

Regionally, we also responded to a linking opportunity [with an in-kind emergency flooding appeal collection] with the Durham & Darlington Police service, and were covered in their communications public output.

We also had some (Masters) students [in Disaster Management and Sustainable Development) worked with us, though Richard Kotter and Mehrban Sadiq to assist with some of our reflective thinking and operations and strategy developments. Nationally in the UK, we were covered / featured – and present in networking and stalls – at several Asian Fire Service Association meetings across the UK, with IETUK supporters also out in – for instance – India to do First Aid & Emergency Response training.

It was resolved at the meeting that IETUK should develop a standard “Thank You” letter for use of communicating with donors, supporters and supporters [this can then be customised also, as needed case-by-case] in the first half of 2023.

There will be another (probably half-day) strategy and operations away-day, and some social & outreach events also (TBC).

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It was also resolved to perhaps look at in the near future – inter alia – at whether and how the current [and now quite dated, and to be sharpened but also with due flexibility that is important for IETUK to develop and grow further, and to respond to opportunities that are being explored at present and others which may/are likely to presented themselves in the (near or mid-term) future] “IETUK Strategic Plan 2018-2028”. This had been a discussion at an IETUK Newcastle team half-way day, plus some off-line discussions with some other current and previous AIUK Trustees, as well as between Mehrban Sadiq, Richard Kotter and Iqbal Sayed.

Item 8 - Charity Developments:

- i. Charity Reporting Status
This is being addressed by Mehrban Sadiq and Richard Kotter for early 2023 [end of January target – but may only be feasible for early February]
- ii. Website developments – planned updates
We need to update information on Trustees, and some key projects / impact cases also. A volunteer team of website designers and (likely retained for 2023 onwards) developers is currently looking into – since November/December 2022 – as to how to do this most effectively, efficiently and with appropriate low costs also. There are some ideas on more interactive presentation of material and animations – update to Trustees [Members] (and key Supporters) to follow for decision-making and implementation.
- iii. IETUK constitution
A Draft revision of the IETUK Constitution was developed by Richard Kotter and Dr Iqbal Sayed, and discussed with Mehrban Sadiq. This was communicated to Trustees (and some key Supporters) prior to this meeting, and tabled at this meeting also in print [in track-changed version]. This will be send once more to all IETUK now current [including new] IETUK Trustees for comment, and will then be discussed for adoption, further amendment, or otherwise, prior to communicating this (if changed from the current one) to the Charity Commission.
- iv. IETUK Strategic Plan
It was resolved to perhaps look at in the near future – inter alia – at whether and how the current [and now quite dated, and to be sharpened but also with due flexibility that is important for IETUK to develop and grow further, and to respond to opportunities that are being explored at present and others which may/are likely to presented themselves in the (near or mid-term) future] “IETUK Strategic Plan 2018-2028”. This had been a discussion at an IETUK Newcastle team half-way day, plus some off-line discussions with



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some other current and previous AIUK Trustees, as well as between Mehrban Sadiq, Richard Kotter and Iqbal Sayed

Item 8 - Any Other Business

N/A



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Annual accounts for the period					
Period start date		31-Mar-22	To	Period end date	1/31/2023

Section A Statement of financial activities

Recommended categories by activity	Details of own analysis	Note	Restricted income funds			Total this year
			Unrestricted funds			
			£	£	£	£
			F01	F02	F03	F04
Incoming resources (Note 3)						
Incoming resources from generated funds			-	-	-	-
Voluntary income	on a range of individual	S01	815	-	-	815
Activities for generating funds	art on the back of a f	S02	250	-	-	250
Investment income	ount balance plus C	S03	76	-	-	76
Incoming resources from charitable activities	including St. Charles	S04	-	-	-	-
Other incoming resources	ble donation from a	S05	7,000	-	-	7,000
Total incoming resources		S06	8,141	-	-	8,141
Resources expended (Notes 4-8)						
Costs of Generating Funds			-	-	-	-
Costs of generating voluntary income	posite domain & ser	S07	259	-	-	259
Fundraising trading costs	to Leeds & Bradfor	S08	46	-	-	46
Investment management costs	none	S09	-	-	-	-
Charitable activities	for Food for Peace	S10	50	-	-	50
Governance costs	ha Cha Chai) minus	S11	61	-	-	61
Other resources expended		S12	-	-	-	-
Total resources expended		S13	416	-	-	416
Net incoming/(outgoing) resources before transfers		S14	7,725	-	-	7,725
Gross transfers between funds		S15	-	-	-	-
Net incoming/(outgoing) resources before other recognised gains/(losses)		S16	7,725	-	-	7,725
Other recognised gains/(losses)						
Gains and losses on revaluation of fixed assets for the charity's own use		S17	-	-	-	-
Gains and losses on investment assets		S18	-	-	-	-
Net movement in funds		S19	8,234	-	-	
Total funds brought forward		S20	8,706	-	-	8,706
Total funds carried forward		S21	8,706	-	-	8,706

CC17a

**Total last
year
£**

F05

-
902
-
-
-
-
902

-
130
300
-
-
249,75
-
430
472
-
472

-
-
472
472
472

Section B

Balance sheet

	Note	Unrestricted funds £	Restricted income funds £	Endowment funds £
		F01	F02	F03
Fixed assets				
Tangible assets (Note 9)	B01	-	-	-
	B02	-	-	-
Investments (Note 10)	B03	-	-	-
Total fixed assets	B04	-	-	-
Current assets				
Stock and work in progress	B05	-	-	-
Debtors (Note 11)	B06	-	-	-
(Short term) investments	B07	-	-	-
Cash at bank and in hand	B08	-	-	-
Total current assets	B09	-	-	-
Creditors: amounts falling due within one year (Note 12)	B10	-	-	-
Net current assets/(liabilities)	B11	-	-	-
Total assets less current liabilities	B12	-	-	-
Creditors: amounts falling due after one year (Note 12)	B13	-	-	-
Provisions for liabilities and charges	B14	-	-	-
Net assets	B15	-	-	-
Funds of the Charity				
Unrestricted funds	B16	8,706		
	B17	-		
Restricted income funds (Note 13)	B18		-	
Endowment funds (Note 13)	B19			-
Total funds	B20	8,706	-	-

Signed by one or two trustees on behalf of all the trustees

Signature

Print I

Mehrban Sadiq [Chair]	MEHRBA
Richard Kotter [General Secretary]	RICHARD



Total this year £	Total last year £
F04	F05

-	-
-	-
-	-
-	-

-	-
-	-
-	-
-	-
-	-

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8,706	-
-	-
-	-
-	-

8,706	-
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Name	Date of approval
N SADIQ	2/9/2023
Y KOTTER	2/9/2023

Note 1 **Basis of preparation**

This section should be completed by all charities.

1.1 Basis of accounting

These accounts have been prepared on the basis of historic cost (or fair value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP) 2019;
 - and with*

✓

 Accounting Standards;
 - or

 Financial Reporting Standards for Charities 2019;
 - and with the Charities Act.
- [** except for the following].

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* -Tick as appropriate:

- ☐ if all relevant disclosures shown in the pack have been given
- ☐ if disclosures completed in these accounts have been restricted to the "Financial Reporting Standards for Smaller Enterprises (FRSSE)".

** - If no departures from the chosen standards have been made then tick in the boxes.

1.2 Change in basis of accounting

There has been no change to the accounting policies (valuation basis) except for the following).

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§ if no changes have been made to accounting policies then delete this section

1.3 Changes to previous accounts

No changes have been made to accounts for previous years (§ if no changes have been made to accounts for previous periods then delete this section)

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§§ if no changes have been made to accounts for previous periods then delete this section

ccounts

st (except that investments are shown at market

nmended Practice (SORP 2005);

Smaller Enterprises (FRSSE);

then please tick "Accounting Standards";

ed to those required by the FRSSE, then please tick

n delete these words; otherwise give details of any changes

n rules and methods of accounting) since last year (\$

hese words.

\$ except for the following).

ien delete these words.

Note 2

Accounting policies

This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.

INCOMING RESOURCES

Recognition of incoming resources	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> the charity becomes entitled to the resources; the trustees are virtually certain they will receive the resources; and the monetary value can be measured with sufficient reliability.
Incoming resources with related expenditure	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
Grants and donations	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
Tax reclaims on donations and gifts	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
Contractual income and performance related grants	This is only included in the SoFA once the related goods or services have been delivered.
Gifts in kind	Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.
Donated services and facilities	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
Volunteer help	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
Investment income	This is included in the accounts when receivable.
Investment gains and losses	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES

Liability recognition	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
Governance costs	Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.
Grants with performance conditions	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
Grants payable without performance conditions	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
Support Costs	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

ASSETS

Tangible fixed assets for use by charity	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
Investments	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
Stocks and work in progress	These are valued at the lower of cost or market value.

**POLICIES ADOPTED
ADDITIONAL TO OR
DIFFERENT FROM THOSE
ABOVE**

Section C**Notes to the accounts****Note 3****Analysis of incoming resources**

Incoming resources may be further analysed if this would help the reader of the accounts.

	Analysis	This year £
Voluntary income		-
		-
		-
		-
		-
	Total	-
Activities for generating funds		-
		-
		-
		-
		-
	Total	-
Investment income		-
		-
		-
		-
		-
	Total	-
Incoming resources from charitable activities		-
		-
		-
		-
		-
	Total	-

**Last year
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Section C**Notes to the accounts****Note 4****Analysis of resources expended**

Resources expended may be further analysed if this would help the reader of the account

	Analysis	This year £
Costs of generating voluntary income		-
		-
		-
		-
		-
	Total	-
Fundraising trading costs		-
		-
		-
		-
		-
	Total	-
Investment management costs		-
		-
		-
	Total	-
Charitable activities		-
		-
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	Total	-
Governance costs		-
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		-
	Total	-

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Last year
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Section C**Notes to the accounts****Note 5 Support Costs**

Please complete this note if the charity has analysed its expenses using activity categories and has support costs.

Support cost type	Fundraising activity £	Charitable Activity £	Governance Activity £	Total Cost £
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Total	-	-	-	-

Note 6 Details of certain items of expenditure**6.1 Trustee expenses**

Please provide details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees. If no expenses were paid, please enter 'None' in the appropriate box(es).

Number of trustees who were paid expenses

Nature of the expenses

Total amount paid

This year	Last year
0	0
N/A	N/A
£0	£0

6.2 Fees for examination or audit of the accounts

Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner or auditor. If nothing was paid please enter NONE in the appropriate box(es).

Independent examiner's or auditors' fees for reporting on the accounts

Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor

This year £	Last year £
0	0
0	0

Section C
Notes to the accounts
(c)
Note 7
Paid employees

Please complete this note if the charity has any employees.

7.1 Staff Costs

	This year £	Last year £
Gross wages, salaries and benefits in kind	-	-
Employer's National Insurance costs	-	-
Pension costs	-	-
Total staff costs	-	-

7.2 Average number of full-time equivalent employees in the year

The parts of the charity in which the employees work

	This year Number	Last year Number
Fundraising	-	-
Charitable Activities	-	-
Governance	-	-
Other	-	-
Total	-	-

7.3 Defined contribution pension scheme

Please complete if a defined contribution pension scheme is operated.

Brief details of the scheme

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	This year £	Last year £
The costs of the scheme to the charity for the year		
The amount of any contributions outstanding at the year end		
The amount of any contributions prepaid at the year end		

Section C Notes to the accounts

Section C Notes to the accounts

Grantmaking

Please complete this note if the charity made any grants or donations which in aggregate form a material part of the charitable activities undertaken.

8.1 Total value of grants

Purpose for which grants made	Grants to institutions Total amount £
N/A	-
	-
	-
	-
	-
	-
Total	-

8.1 Grantmaking costs

If the charity's accounts are prepared on the "activity basis" please give details of a associated with grantmaking. Please enter "Nil" if the charity does not identify and/ support costs.

Support costs of grantmaking

8.3 Grants made to institutions

If the charity has made grants to particular institutions that are material in the context of grantmaking please give details of the institution supported, purpose of the grant and the amount of the grant for each institution listed. Sufficient information should be given to provide a reasonable overview of the range of institutions supported.

Names of institutions	Purpose
N/A	N/A
Total grants to institutions	

(c)

Aggregate form a

Grants to individuals Total amount £
-
-
-
-
-
-
-

*Any support cost
or allocate*

£

*Next of its
and total paid to
the understanding*

Total amount of grants paid £
-
-
-
-
-
-
-
-
-
-
-

Section C

Notes to the accounts

Note 9 Tangible fixed assets

Please complete this note if the charity has any tangible fixed assets

9.1 Cost or valuation

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Payments on account and assets under construction	Total
	£	£	£	£	£	£
Balance brought forward	-	-	-	-	-	-
Additions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers *	-	-	-	-	-	-
Balance carried forward	-	-	-	-	-	-

9.2 Accumulated depreciation and impairment provisions

**Basis	SL or RB	SL or RB	SL or RB	SL or RB	SL or RB
** Rate					

Balance brought forward	-	-	-	-	-	-
Depreciation charge for year	-	-	-	-	-	-
Impairment provisions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers*	-	-	-	-	-	-
Balance carried forward	-	-	-	-	-	-

9.3 Net book value

Brought forward	-	-	-	-	-	-
Carried forward	-	-	-	-	-	-

9.4 Revaluation

If any fixed assets have been revalued please give details of the valuer and method of valuation

N/A , as nothing in Note 9 applies to IETUK

* The "transfers" row is for movements between fixed asset categories.

** Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

Section C**Notes to the accounts****Note 10 Investment assets**

Please complete this note if the charity has any investment assets.

10.1 Fixed assets investments

N/A

Carrying (market) value at beginning of year

Add: additions to investments at cost

Less: disposals at carrying value

Add/(deduct): net gain/(loss) on revaluation

Carrying (market) value at end of year

£

-
-
-
-
-

Please provide below:

10.2 A breakdown of the market values of investments shown above agreeing with the sheet row B03.

10.3 A breakdown of the income from investments agreeing with SOFA row S03.

Analysis of investments**Investment properties**

Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes

Investments in subsidiary or connected undertakings and companies

Securities not listed on a recognised Stock Exchange

Cash held as part of the investment portfolio

Other investments

Total

10.2 Market value at year end
£
-
-
-
-
-
-
-

10.4 Material investment holdings

If any single investment is material in terms of its value (for example represents more than 10% of the value of the charity's total investments) please provide details.

Investment held

N/A

Market Value

N/A

(cc)

balance

10.3 Income from investments for the year £
-
-
-
-
-
-
-

in 5 per cent

Note 11 Debtors and prepayments

Please complete this note if the charity has any debtors or prepayments.

Analysis of debtors

Trade debtors

Amounts due from subsidiary and associated undertakings

Other debtors

Prepayments and accrued income

Total

Amounts falling due within one year		Amounts falling due after more than one year	
This year £	Last year £	This year £	Last year £
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-

Note 12 Creditors and accruals

Please complete this note if the charity has any creditors or accruals.

12.1 Analysis of creditors

Loans and overdrafts

Trade creditors

Amounts due to subsidiary and associated undertakings

Other creditors

Accruals and deferred income

Total

Amounts falling due within one year		Amounts falling due after more than one year	
This year £	Last year £	This year £	Last year £
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-

12.2 Security over assets

If any loan, overdraft or other creditor holds a charge or other security over any assets of the charity please provide details.

N/A - as none of the above in Note 11 and Note 12 applies

Section C**Notes to the accounts****Note 13 Endowment and restricted income funds**

Please complete this section if the charity has any endowment or restricted income funds.

13.1 Funds held

Please give a brief description of any of the following type of funds held by the charity:

- permanent endowment funds (PE);
- expendable endowment funds (EE); and
- restricted income funds, including special trusts, of the charity (R).

Fund Name	Type PE, EE or R	Purpose and Restrictions
None	None	None

13.2 Movements of major funds

Please give details of the movements of the major funds summarised in the restricted and endowment columns of the Statement of Financial Activities.

Fund names	Fund balances brought forward £	Incoming resources £	Outgoing resources £	Transfers £	Gains and losses £	Fund balances carried forward £
None	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Funds	-	-	-	-	-	-

13.3 Transfers between funds

Please give details of any transfers between funds.

From Fund (Name)	To Fund (Name)	Reason	Amount
None	None	N/A	0

Section C**Notes to the accounts****Note 14 Transactions with related parties**

If the charity has any transactions with related parties (other than the trustee expenses note 6) details of such transactions should be provided in this note. If there are no transactions, please enter "None" in the relevant boxes.

14.1 Remuneration and benefits

Please give the amount of, and legal authority for, any remuneration or other benefits paid to trustees or other related parties by the charity or any institution or company connected with it.

Name of trustee or connected party	Legal authority (eg order, governing document)	Amounts paid or received
		This year £
None	None	0

14.2 Loans

Please give details of and amounts owing to or from the charity's trustees or other related parties at the year end.

	Name of trustee or connected party	Legal authority	Amount
			This year £
Due to trustees and related parties	None	None	0
Due from trustees and related parties	None	None	0

14.3 Other transaction(s) with trustees or related parties

Please give details of any transaction undertaken by (or on behalf of) the charity in which a related party has a material interest.

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	This year £
None	None	None	0

(co

is explained in
actions to

aid to a trustee

or benefit value
Last year £
0

ed parties by

t owing
Last year £
0
0

h a trustee or

Last year £
0

Note 15	Additional Disclosures
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The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.

The International Emergency Team UK (IETUK) charity does not have office premises it rents; rather, we do this out of our private homes as Trustees, and do not charge the charity for this. IETUK also does not employ any staff, nor does it remunerate any volunteers. IETUK also does not own a warehouse, nor does it rent one. Rather, it relies on in-kind storage facility in Newcastle upon Tyne and Oldham].