

**REPORT OF THE TRUSTEES AND
AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021
FOR
THE GRAHAM LAYTON TRUST**

Haines Watts
178 Buckingham Avenue
SLOUGH
SL1 4RD

THE GRAHAM LAYTON TRUST

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021**

	Page
Report of the Trustees	1 to 5
Report of the Independent Auditors	6 to 8
Statement of Financial Activities	9
Balance Sheet	10
Cash Flow Statement	11
Notes to the Cash Flow Statement	12
Notes to the Financial Statements	13 to 25
Detailed Statement of Financial Activities	26 to 27

The trustees present their report with the financial statements of the charity for the year ended 30 June 2021. The trustees have adopted the provisions of 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objective of the Trust is the relief of poverty and the relief of the sick by such means as the Trustees shall from time to time decide in any part of the world. The Trustees seek to achieve this objective by the prevention of suffering caused by blindness and other eye ailments, most particularly in Pakistan. To this end, the Trust assists in providing state of the art comprehensive free eye-care with a tradition of excellence, efficiency and compassion of all, regardless of sex, religion or wealth. This is accomplished by providing funds, surgical equipment and supplies to support the goals and aims of the Layton Rahmatulla Benevolent Trust, ('LRBT'). The funds raised have been used for the purchase of medical equipment and supplies for LRBT's 59 primary Eye-Care-Clinics, 4 Outreach-Clinics, 16 Secondary Eye-Care-Hospitals and 3 Tertiary-Eye-Hospitals activities

How our objective delivers public benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees have considered how planned activities will contribute to the objective set out in the Deed of Settlement dated 5th October 1984. Our main objective and activities and who we try to help are described below.

Grant making policy

The trusts aim is to improve the lives of the poor and needy by preventing & caring for their eye sight. The grant making policy is reviewed annually to ensure that it reflects the charity objective and thereby advances public benefit.

ACHIEVEMENT AND PERFORMANCE

World Sight Day 2020

On World Sight Day the Graham Layton Trust undertook a digital campaign to raise funds for 1000 children's cataract surgeries. The campaign was match funded by the Lady Fatima Trust and our total income was £55,080. GLT's fundraising was supported by a dedicated group of donors and volunteers who undertook a variety of sports challenges.

Christmas campaign

A postal and digital campaign provided an opportunity to touch base with donors once again when significant further contributions were received.

Live online chat with Ajmal Masroor

Our event fundraiser published a new book and we arranged a live online chat between BBC journalist Asad Ahmed and Ajmal Masroor. The event provided a mechanism to promote the charity and for that awareness to continue once the recording of the event was shared on social media.

Ramadan campaign 2021

Due to the global pandemic, we felt it was still unsafe to hold in-person events. As we did in 2020, funds were raised through TV advertising, digital media, social media, postal campaigns, reaching new audiences by working with social media influencers, utilising a dedicated online Ramadan donation portal and personally approaching our high-net-worth donors to support specific programmes.

Some venues and vendors from the 2020 postponed events kindly refunded our deposits and pre-payments. Where deposits and payments remain with venues, events have been rescheduled for 2022.

THE GRAHAM LAYTON TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2021

FINANCIAL REVIEW

Income

The fundraising total for the year was £489,735. The Trust's remittances to LRBT amounted to £325,767.

The Trust's income has included significant donations from the Lady Fatemah (AS) Charitable Trust and generous one-off donations from individuals. The running costs for the clinic in Havelian continues to be supported by a generous UK donor for which we are most grateful.

The Financial period also saw the continued support of generous benefactors from Europe and the Middle East as well as the UK. GLT is sincerely thankful for these private donations from individuals who are passionate about the work of LRBT and want to see the organisation grow and develop further.

GLT continues to successfully increase its focus on generating interest in its cause amongst the younger generation of volunteers, students and donors.

Outgoings

During this 12-month period, GLT remitted a total of £325,767 to LRBT of which £267,477 was specifically for the purchase of IOLs in Pakistan for use in cataract operations in all LRBT hospitals. GLT was well able to meet its commitment of funding the supply of intra-ocular lenses (IOLs) to LRBT's hospitals in 2020/21 from its reserves and the net income generated this year.

Covid-19

The Trustees have considered the effect of the Covid-19 outbreak, at the date of approval of these financial statements, Whilst we were unable to generate any income from our fundraising functions such as biennial ball, annual musical evenings or dinners since March 2020, we have instead placed greater efforts and resources towards raising donations through the traditional and digital platforms. This policy has yielded significant results especially during the 2021 Ramadan campaign by generating record donations during this period and also attracting new supporters. The Trustees are therefore confident that the charity has sufficient resources to continue its activities for a period of at least twelve months from the date of this report and in meeting our voluntary commitment to LRBT to supply the IOLs.

Risk Management

The principal risks faced by the Trust lie in the operational risks from ineffective grant making. The risks have been mitigated by obtaining evidence of effectively utilizing the grant for the purposes it was made. The trustees have examined the major strategic operational risks the charity faces and confirm that systems have been established to mitigate the risks. The trustees review these system controls on an ongoing basis.

Reserves policy

The Trust's total reserve at the end of the reporting period at 30 June 2021 was £461,875 (2020 £422,301) of which £121,807 (2020 £41,251) were restricted. The trust has expended a substantial amount of designated funds to date and are making progress in effectively utilising the older designated funds for their specific purposes. Details of the restricted reserves are stated in note 17 of the accounts.

The Graham Layton Trust endeavours to maintain sufficient reserves to cover around one years' worth of expenditure & governance costs, together with three months forecast expenditure for IOL's from unrestricted funds.

The current year's unrestricted reserve level meets this criteria with a considerable surplus. The level of free reserves at 30 June 2021 was £340,068 (2020 £381,050)

FUTURE PLANS

The sole and current nature of the Trust's activities is one of constant fundraising and the immediate plans are to examine and identify every method of raising money and to implement as many of these methods as possible within the means available to the Trustees. The commitment of the Trust (on a best endeavour basis) to fund the requirement of IOL's to LRBT means that most of the funds raised will be used for this purpose. In view of Covid-19 the Trust ceased all fundraising activities that involved public gatherings and have concentrated their resources on raising funds through online, postal campaigns during Ramadan, Christmas, specific occasions and on individual donations from our generous supporters. We continue to promote the main objective of eye care in Pakistan carried out by LRBT and supporting them in providing IOLs and equipment.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

The Charity is controlled by its governing document, a deed of trust.

THE GRAHAM LAYTON TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2021

The Graham Layton Trust is a UK Registered Charity (No 290464) legally constituted by Deed of Settlement dated 5 October 1984, as amended by a subsequent Deed of 25th February 1998 with revisions dated 31st October 2014, 17th November 2015 and 31st March 2021. The Charity is administered by a board of Trustees, the members serving for three-year terms, after which date, they may offer themselves for re-election by their fellow Trustees. It has a Board of Advisors, members of which provide guidance to Trustees on strategy as and when required.

At Trustees' meetings held three times a year, the Trustees agree the broad strategy and areas of activity for the Trust including investment, reserves, risk management, policies and performance.

New possible Trustees are normally identified by existing Trustees and invited to attend Trustees' meetings after which they may be elected as full members. As well as the experience gained by attendance at Trustees' meetings, induction is accomplished by issuing copies of recent board minutes, previous annual reports, financial statements and the policies and the procedures manual. No formal training was given during the year.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number
290464

Principal address:
24 Bedford Row, London, WC1R 4TQ

Auditors:
Haines Watts

Bankers:
CAF Bank Limited, HSBC Plc, Al Rayan Bank

Patron: The Right Honourable The Lord Dobbs

Board of Advisors:
Mr. Khalid Aziz, LVO, DL,
The Most Hon. the Marquis of Salisbury, DL,
Sir Sherard Cowper-Coles KCMG LVO,
Miss Susan Farrington,
Mr Ram Gidoomal CBE,
Lord Hannay of Chiswick GCMG,
Sir Christopher MacRae, KCMG
The Rt. Rev'd. Michael Nazir-Ali,
The Rt. Hon. Sir Malcolm Rifkind KCMG QC,
Lord Michael Sandberg, CBE.

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees:
Mian Zaheen (Chairman),
Vaiz Karamatullah (Hon. Secretary),
Jehangir Mehta (Hon. Treasurer),
Vica Irani,
David Kotler,
Yasmin Riaz
Art Malik
Rahila Zakir

Staff:
Nusrat Mirza (CEO),
Salina Zaheen, Administration and Marketing Manager

The Trustees are pleased to appoint a new Trustee Rahila Zakir on 31 March 2021. Rahila is a consultant ophthalmic surgeon at a leading London Eye Hospital, and we look forward to her extensive knowledge and experience in supporting the Trust's objectives and activities in the field of eye care.

Volunteers:

The Trust thanks the following core volunteers who have lent invaluable support despite their work commitments: Zara Zaheen, Rehan Aziz, Imran Azam, Scherezade Azim, Zeshan Mirza, Ameera El Syed, Ava Mehta, Sara Zafar, Aatif Khan, Mukti Adhani, Ansar Rafiq, Danial Khan. Additionally, the following occasional volunteers also provide valued support: Nizar Din, Asad Mirza, Amaad Mahmood, Saleem Nasarullah, Armaan Zaheen, Henry Scherman and Samah Rafiq.

Key management and personal remuneration

The board of trustees, comprising of specific committees, chief executive, the manager administration and marketing of the charity are in charge of directing, controlling the charity and running the operations of the charity on a day to day basis. All trustees give their time freely and no trustee is remunerated. Details of trustee's expenses and related party transactions are disclosed in note 9 & 18 to the accounts.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

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

THE GRAHAM LAYTON TRUST

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 JUNE 2021**

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Finally, the Trustees would like to record their thanks to all the many donors for their generosity and to the supporters and volunteers who have, according to their means and time available, contributed so generously to GLT and to its performance in this period.

Approved by order of the board of trustees on 28th April 2022 and signed on its behalf by:

V. Karamatullah

Vaiz Karamatullah (Hon Secretary) - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF THE GRAHAM LAYTON TRUST

Opinion

We have audited the financial statements of The Graham Layton Trust (the 'charity') for the year ended 30 June 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 30 June 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF THE GRAHAM LAYTON TRUST

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We gained an understanding of the legal and regulatory framework applicable to the charitable company and the industry in which it operates, and considered the risk of acts by the charitable company that were contrary to applicable laws and regulations, including fraud. We discussed with the Trustees the policies and procedures in place regarding compliance with laws and regulations. We discussed amongst the audit team the identified laws and regulations, and remained alert to any indications of non-compliance.

During the audit we focused on laws and regulations which could reasonably be expected to give rise to a material misstatement in the financial statements, including, but not limited to, the Companies Act 2006 and Charities Act 2011. Our tests included agreeing the financial statement disclosures to underlying supporting documentation and enquiries with management.

Our procedures in relation to fraud included but were not limited to: inquires of management whether they have any knowledge of any actual, suspected or alleged fraud, and discussions amongst the audit team regarding risk of fraud such as opportunities for fraudulent manipulation of financial statements. We determined that the principal risks related to posting manual journal entries to manipulate financial performance and management bias through judgements in accounting estimates. We also addressed the risk of management override of internal controls, including testing journals and evaluating whether there was evidence of bias by the Trustees that represented a risk of material misstatement due to fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
THE GRAHAM LAYTON TRUST**

Haines Watts

Haines Watts
Statutory Auditor
178 Buckingham Avenue
SLOUGH
SL1 4RD

Date: 28/4/22

THE GRAHAM LAYTON TRUST

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 JUNE 2021**

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	359,670	130,065	489,735	286,153
Other trading activities	3	-	-	-	1,824
Investment income	4	<u>1,870</u>	<u>-</u>	<u>1,870</u>	<u>2,176</u>
Total		<u>361,540</u>	<u>130,065</u>	<u>491,605</u>	<u>290,153</u>
EXPENDITURE ON					
Raising funds					
Raising donations and legacies	5	97,898	-	97,898	108,315
Charitable activities	6	<u>304,625</u>	<u>49,508</u>	<u>354,133</u>	<u>257,101</u>
Total		<u>402,523</u>	<u>49,508</u>	<u>452,031</u>	<u>365,416</u>
NET INCOME/(EXPENDITURE)		<u>(40,983)</u>	<u>80,557</u>	<u>39,574</u>	<u>(75,263)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>381,051</u>	<u>41,250</u>	<u>422,301</u>	<u>497,564</u>
TOTAL FUNDS CARRIED FORWARD		<u>340,068</u>	<u>121,807</u>	<u>461,875</u>	<u>422,301</u>

The notes form part of these financial statements

THE GRAHAM LAYTON TRUST

BALANCE SHEET

30 JUNE 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Intangible assets	12	1,536	-	1,536	6
Tangible assets	13	<u>2,104</u>	<u>-</u>	<u>2,104</u>	<u>2,259</u>
		<u>3,640</u>	<u>-</u>	<u>3,640</u>	<u>2,265</u>
CURRENT ASSETS					
Debtors	14	34,011	-	34,011	44,753
Cash at bank	15	<u>329,830</u>	<u>121,807</u>	<u>451,637</u>	<u>390,802</u>
		<u>363,841</u>	<u>121,807</u>	<u>485,648</u>	<u>435,555</u>
CREDITORS					
Amounts falling due within one year	16	(27,413)	-	(27,413)	(15,519)
NET CURRENT ASSETS		<u>336,428</u>	<u>121,807</u>	<u>458,235</u>	<u>420,036</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>340,068</u>	<u>121,807</u>	<u>461,875</u>	<u>422,301</u>
NET ASSETS		<u>340,068</u>	<u>121,807</u>	<u>461,875</u>	<u>422,301</u>
FUNDS	17				
Unrestricted funds				340,068	381,050
Restricted funds				<u>121,807</u>	<u>41,251</u>
TOTAL FUNDS				<u>461,875</u>	<u>422,301</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 28th April 2022 and were signed on its behalf by:

V. Karamatullah

.....
Vaiz Karamatullah (Hon Secretary) - Trustee

J. Mehta

.....
J Mehta (Hon Treasurer) - Trustee

The notes form part of these financial statements

THE GRAHAM LAYTON TRUST

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 2021**

	Notes	2021 £	2020 £
Cash flows from operating activities			
Cash generated from operations	1	<u>61,259</u>	<u>(79,574)</u>
Net cash provided by/(used in) operating activities		<u>61,259</u>	<u>(79,574)</u>
Cash flows from investing activities			
Purchase of intangible fixed assets		(1,923)	-
Purchase of tangible fixed assets		(371)	(2,474)
Interest received		<u>1,870</u>	<u>2,176</u>
Net cash used in investing activities		<u>(424)</u>	<u>(298)</u>
Change in cash and cash equivalents in the reporting period		<u>60,835</u>	<u>(79,872)</u>
Cash and cash equivalents at the beginning of the reporting period	2	<u>390,802</u>	<u>470,674</u>
Cash and cash equivalents at the end of the reporting period	2	<u>451,637</u>	<u>390,802</u>

The notes form part of these financial statements

THE GRAHAM LAYTON TRUST

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 2021**

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	39,574	(75,263)
Adjustments for:		
Depreciation charges	919	1,026
Interest received	(1,870)	(2,176)
Decrease/(increase) in debtors	10,742	(5,829)
Increase in creditors	<u>11,894</u>	<u>2,668</u>
Net cash provided by/(used in) operations	<u>61,259</u>	<u>(79,574)</u>

2. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2021 £	2020 £
Notice deposits (less than 3 months)	<u>451,637</u>	<u>390,802</u>
Total cash and cash equivalents	<u>451,637</u>	<u>390,802</u>

3. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.7.20 £	Cash flow £	At 30.6.21 £
Net cash			
Cash at bank	<u>390,802</u>	<u>60,835</u>	<u>451,637</u>
Total	<u>390,802</u>	<u>60,835</u>	<u>451,637</u>

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year-end date are noted as a commitment but not accrued as expenditure.

Allocation and apportionment of costs

Costs are allocated to the one charitable activity.

Intangible fixed assets

Amortization is provided at the following annual rates in order to write off each assets over its estimated useful life.

Website cost – 20 % on straight line.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 15% on reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

1. ACCOUNTING POLICIES - continued

Foreign currencies

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Cash and cash equivalents

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities, including creditors are classified as debt, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

Going Concern

The Trustees have considered the effect and ongoing impact of the Covid-19 outbreak that spread throughout the world in early 2020 on the Charity's activities. Although the outbreak caused some disruption to the Charity's business, the Trustees do not believe has been significant. The Trustees have taken action in relation to expenditure to mitigate the risk. The Trustees have a reasonable expectation that the Charity has adequate resources to continue in operation for twelve months from the date of approval of these financial statements.

THE GRAHAM LAYTON TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 JUNE 2021**

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Zakat, fitra, ramadan donations	214,582	149,182
Other donations	140,096	98,308
Tax refunds	1,883	1,084
Xmas	3,109	-
	<u>359,670</u>	<u>248,574</u>
Khari Sharif eye camp	-	942
Lady Fatemah (A S) Charitable Trust - Treatment of patients	8,562	30,686
World Sight Day	55,080	-
Havelian clinic	3,100	3,951
Southern Punjab program	63,200	-
Gilgit	123	-
S Ahmad - Gujar Khan eye camp	-	2,000
	<u>130,065</u>	<u>37,579</u>
	<u>489,735</u>	<u>286,153</u>

3. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Young professionals dinner	<u>-</u>	<u>1,824</u>

4. INVESTMENT INCOME

	2021	2020
	£	£
Bank interest received	<u>1,870</u>	<u>2,176</u>

5. EXPENDITURE ON RAISING DONATIONS AND LEGACIES

	2021	2020
	£	£
Ramadan dinners	-	1,700
Autumn Ball	-	900
Abortive events costs	(177)	10,685
Promotion film	-	2,000
Support costs	98,075	93,030
	<u>97,898</u>	<u>108,315</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 JUNE 2021

6. CHARITABLE ACTIVITIES COSTS

	Grant funding of activities (See note 7) 2021 £	Grant funding of activities (See note 7) 2020 £
Charitable donations - Unrestricted		
LRBT - Optical lenses	267,477	51,828
LRBT - Eye Hospital equipment	-	13,319
LRBT - Charitable donations	8,782	48,579
LRBT - Food parcels	-	36,522
	<u>276,259</u>	<u>150,248</u>
Support cost (See note 7)	28,366	25,506
	<u>304,625</u>	<u>175,754</u>
Charitable donations – Restricted		
LRBT – Treatment of patients	39,247	45,556
LRBT – Dr. QA Syed – Korangi screen camp	-	1,245
LRBT - Khari Sharif eye camp	-	1,923
LRBT - Shahpur hospital	-	19,631
LRBT - RF Advani – Mansehra hospital	-	7,692
LRBT - Pasrur hospital	-	2,000
LRBT - Mansehra hospital	-	300
LRBT - Dr QA Syed – Korangi Eye screen camp	-	500
LRBT – Dr QA Syed – Tasibee Eye screen camp	-	500
LRBT – APWA Manchester eye camp	-	2,000
LRBT – Havelian clinic	10,261	
	<u>49,508</u>	<u>81,347</u>
Totals	<u>354,133</u>	<u>257,101</u>

THE GRAHAM LAYTON TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 JUNE 2021**

**7. SUPPORT COSTS
2021**

	Management £	Finance £	Human resources £
Raising donations and legacies	12,209	5,457	50,704
Charitable donations	<u>3,054</u>	<u>1,363</u>	<u>12,675</u>
	<u>15,263</u>	<u>6,820</u>	<u>63,379</u>
		Governance costs	Totals
	Marketing £	£	£
Raising donations and legacies	24,575	5,130	98,075
Charitable donations	<u>6,144</u>	<u>5,130</u>	<u>28,366</u>
	<u>30,719</u>	<u>10,260</u>	<u>126,441</u>

**SUPPORT COSTS
2020**

	Management £	Finance £	Human resources £
Raising donations and legacies	18,993	4,558	50,960
Charitable donations	<u>4,747</u>	<u>1,140</u>	<u>12,740</u>
	<u>23,740</u>	<u>5,698</u>	<u>63,700</u>
		Governance costs	Totals
	Marketing £	£	£
Raising donations and legacies	15,519	3,000	93,030
Charitable donations	<u>3,897</u>	<u>3,000</u>	<u>25,506</u>
	<u>19,398</u>	<u>6,000</u>	<u>118,536</u>

Activity	Basis of allocation
Management	80:20
Finance	80:20
Information technology	80:20
Human resources	80:20
Marketing	80:20
Governance costs	50:50

The support costs have been apportioned to correctly reflect costs incurred in raising donations 80% (2020: 80%) & charitable activities 20% (2020: 20%).

THE GRAHAM LAYTON TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 JUNE 2021**

8. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

			2021	2020
	Raising donations and legacies	Charitable donations	Total activities	Total activities
	£	£	£	£
Insurance	1,506	377	1,883	873
Telephone	222	55	277	537
Postage and stationery	238	60	298	6,886
Sundries	30	8	38	228
Subscription	28	7	35	35
Computer expenses	3,615	904	4,519	4,229
Travelling	105	26	131	1,201
Bookkeeping	3,620	905	4,525	4,875
Training	779	195	974	551
Film shooting	755	189	944	-
Entertainment	-	-	-	2,439
Refreshment	-	-	-	706
Foreign currency exchange (Gain) / Loss	576	144	720	154
Amortisation of intangible fixed assets	314	79	393	462
Depreciation of tangible and heritage assets	421	105	526	564
Bank charges	580	145	725	892
Credit card charges	250	62	312	62
BBMS charges	3,906	976	4,882	4,260
Go Cardless charges	155	39	194	87
Justgiving charges	366	91	457	397
Shamaazi fees	200	50	250	-
Wages	47,934	11,983	59,917	60,000
Social security	1,629	407	2,036	2,270
Pensions	1,141	285	1,426	1,430
Advertising	24,575	6,144	30,719	19,398
Auditors' remuneration	5,130	5,130	10,260	6,000
	<u>98,075</u>	<u>28,366</u>	<u>126,441</u>	<u>118,536</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 June 2021 nor for the year ended 30 June 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 June 2021 nor for the year ended 30 June 2020.

THE GRAHAM LAYTON TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 JUNE 2021

10. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	59,917	60,000
Social security costs	2,036	2,270
Other pension costs	<u>1,426</u>	<u>1,430</u>
	<u>63,379</u>	<u>63,700</u>

The average monthly number of employees during the year was as follows:

	2021	2020
CEO	1	1
Manager Administration and Marketing	<u>1</u>	<u>1</u>
	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 JUNE 2021

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	248,574	37,579	286,153
Other trading activities	1,824	-	1,824
Investment income	<u>2,176</u>	<u>-</u>	<u>2,176</u>
Total	<u>252,574</u>	<u>37,579</u>	<u>290,153</u>
EXPENDITURE ON			
Raising funds			
Raising donations and legacies	<u>108,315</u>	<u>-</u>	<u>108,315</u>
Charitable activities			
Support costs	25,506	-	25,506
LRBT – Treatment of patients	-	45,556	45,556
LRBT - Optical lenses	51,828	-	51,828
LRBT - Equipment	13,319	-	13,319
LRBT - Khari Sharif Eye camp	-	1,923	1,923
LRBT - Charitable Donation	48,579	-	48,579
LRBT – Sadia Eye Camp	-	1,245	1,245
LRBT - Shahpur Hospital	-	19,631	19,631
LRBT - RF Advani - Mansehra Hospital	-	7,692	7,692
LRBT - Pasrur Hospital	-	2,000	2,000
LRBT - Mansehra Hospital	-	300	300
LRBT - Dr QA Syed - Korangi Screen camp	-	500	500
LRBT - Dr QA Syed - Tasibee Eye Screen camp	-	500	500
LRBT - Apwa Manchester Eye Camp	-	2,000	2,000
LRBT - Food Parcels	36,522	-	36,522
	<u>175,754</u>	<u>81,347</u>	<u>257,101</u>
Total	<u>284,069</u>	<u>81,347</u>	<u>365,416</u>
NET INCOME/(EXPENDITURE)	<u>(31,495)</u>	<u>(43,768)</u>	<u>(75,263)</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>412,545</u>	<u>85,019</u>	<u>497,564</u>
TOTAL FUNDS CARRIED FORWARD	<u>381,050</u>	<u>41,251</u>	<u>422,301</u>

THE GRAHAM LAYTON TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 JUNE 2021

12. INTANGIBLE FIXED ASSETS

	Website £
COST	
At 1 July 2020	1,400
Additions	<u>1,923</u>
At 30 June 2021	<u>3,323</u>
AMORTISATION	
At 1 July 2020	1,394
Charge for year	<u>393</u>
At 30 June 2021	<u>1,787</u>
NET BOOK VALUE	
At 30 June 2021	<u>1,536</u>
At 30 June 2020	<u>6</u>

13. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 July 2020	3,802
Additions	<u>371</u>
At 30 June 2021	<u>4,173</u>
DEPRECIATION	
At 1 July 2020	1,543
Charge for year	<u>526</u>
At 30 June 2021	<u>2,069</u>
NET BOOK VALUE	
At 30 June 2021	<u>2,104</u>
At 30 June 2020	<u>2,259</u>

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Other debtors & prepayments	<u>34,011</u>	<u>44,753</u>

15. CASH AT BANK

	Unrestricted	2021	Total	Unrestricted	2020	Total
	£	Restricted	£	£	Restricted	£
		£			£	
Cash at bank	329,830	121,807	451,637	349,551	41,251	390,802
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>

The charity had no debts during the period

THE GRAHAM LAYTON TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 JUNE 2021

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Credit card	123	73
Taxation and social security	3,769	2,873
Other creditors	<u>23,521</u>	<u>12,573</u>
	<u>27,413</u>	<u>15,519</u>

17. MOVEMENT IN FUNDS

	At 1.7.20 £	Net movement in funds £	At 30.6.21 £
Unrestricted funds			
Donations, legacies and similar incoming resources	<u>381,051</u>	<u>(40,983)</u>	<u>340,068</u>
Restricted funds			
Lady Fatemah (A S) Charitable Trust - Treatment of patients	30,686	(30,685)	1
Anonymous - optical equipment	2,956	-	2,956
Khari Sharif Eye camp	942	-	942
LRBT - Havelian - clinic	5,911	(7,161)	(1,250)
LRBT - Dr QA Syed - Korangi Screen camp	755	-	755
LRBT - World Sight Day	-	55,080	55,080
LRBT - Southern Punjab program	-	63,200	63,200
LRBT: Gilgit	-	123	123
	<u>41,250</u>	<u>80,557</u>	<u>121,807</u>
TOTAL FUNDS	<u>422,301</u>	<u>39,574</u>	<u>461,875</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Donations, legacies and similar incoming resources	<u>361,540</u>	<u>(402,523)</u>	<u>(40,983)</u>
Restricted funds			
Lady Fatemah (A S) Charitable Trust - Treatment of patients	8,562	(39,247)	(30,685)
LRBT - Havelian - clinic	3,100	(10,261)	(7,161)
LRBT - World Sight Day	55,080	-	55,080
LRBT - Southern Punjab program	63,200	-	63,200
LRBT: Gilgit	123	-	123
	<u>130,065</u>	<u>(49,508)</u>	<u>80,557</u>
TOTAL FUNDS	<u>491,605</u>	<u>(452,031)</u>	<u>39,574</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 JUNE 2021

17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.7.19 £	Net movement in funds £	At 30.6.20 £
Unrestricted funds			
Donations, legacies and similar incoming resources	412,545	(31,495)	381,050
Restricted funds			
Mr & Mrs M Padmore - Shahpur hospital	19,631	(19,631)	-
Dr Q A Sayeed - Tasibee Eye screen camp	500	(500)	-
R F Advani - Mansehra hospital	7,692	(7,692)	-
Dr Q A Sayeed - Korangi hospital	500	(500)	-
Lady Fatemah (A S) Charitable Trust - Treatment of patients	45,557	(14,870)	30,687
Anonymous - optical equipment	2,956	-	2,956
A. Sharif - Pasrur Hospital	2,000	(2,000)	-
APWA Manchester - Eye camp	2,000	(2,000)	-
Khari Sharif Eye camp	1,923	(981)	942
Mansehra hospital	300	(300)	-
LRBT - Havelian - clinic	1,960	3,951	5,911
LRBT - Gujar Khan eye camp	-	755	755
	<u>85,019</u>	<u>(43,768)</u>	<u>41,251</u>
TOTAL FUNDS	<u>497,564</u>	<u>(75,263)</u>	<u>422,301</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Donations, legacies and similar incoming resources	252,574	(284,069)	(31,495)
Restricted funds			
Mr & Mrs M Padmore - Shahpur hospital	-	(19,631)	(19,631)
Dr Q A Sayeed - Tasibee Eye screen camp	-	(500)	(500)
R F Advani - Mansehra hospital	-	(7,692)	(7,692)
Dr Q A Sayeed - Korangi hospital	-	(500)	(500)
Lady Fatemah (A S) Charitable Trust - Treatment of patients	30,686	(45,556)	(14,870)
A. Sharif - Pasrur Hospital	-	(2,000)	(2,000)
APWA Manchester - Eye camp	-	(2,000)	(2,000)
Khari Sharif Eye camp	942	(1,923)	(981)
Mansehra hospital	-	(300)	(300)
LRBT - Havelian - clinic	3,951	-	3,951

THE GRAHAM LAYTON TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 JUNE 2021

17. MOVEMENT IN FUNDS - continued

LRBT - Dr QA Syed - Korangi Screen camp	<u>2,000</u>	<u>(1,245)</u>	<u>755</u>
	<u>37,579</u>	<u>(81,347)</u>	<u>(43,768)</u>
TOTAL FUNDS	<u>290,153</u>	<u>(365,416)</u>	<u>(75,263)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.7.19 £	Net movement in funds £	At 30.6.21 £
Unrestricted funds			
Donations, legacies and similar incoming resources	412,545	(72,477)	340,068
Restricted funds			
Mr & Mrs M Padmore - Shahpur hospital	19,631	(19,631)	-
Dr Q A Sayeed - Tasibee Eye screen camp	500	(500)	-
R F Advani - Mansehra hospital	7,692	(7,692)	-
Dr Q A Sayeed - Korangi hospital	500	(500)	-
Lady Fatemah (A S) Charitable Trust - Treatment of patients	45,557	(45,556)	1
Anonymous - optical equipment	2,956	-	2,956
A. Sharif - Pasrur Hospital	2,000	(2,000)	-
APWA Manchester - Eye camp	2,000	(2,000)	-
Khari Sharif Eye camp	1,923	(981)	942
Mansehra hospital	300	(300)	-
LRBT - Havelian - clinic	1,960	(3,210)	(1,250)
LRBT - Gujar Khan eye camp	-	755	755
LRBT - World Sight Day	-	55,080	55,080
LRBT - Southern Punjab program	-	63,200	63,200
LRBT: Gilgit	-	123	123
	<u>85,019</u>	<u>36,788</u>	<u>121,807</u>
TOTAL FUNDS	<u>497,564</u>	<u>(35,689)</u>	<u>461,875</u>

THE GRAHAM LAYTON TRUST

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 JUNE 2021**

17. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Donations, legacies and similar incoming resources	614,114	(686,591)	(72,477)
Restricted funds			
Mr & Mrs M Padmore - Shahpur hospital	-	(19,631)	(19,631)
Dr Q A Sayeed - Tasibee Eye screen camp	-	(500)	(500)
R F Advani - Mansehra hospital	-	(7,692)	(7,692)
Dr Q A Sayeed - Korangi hospital	-	(500)	(500)
Lady Fatemah (A S) Charitable Trust - Treatment of patients	39,248	(84,804)	(45,556)
A. Sharif - Pasrur Hospital	-	(2,000)	(2,000)
APWA Manchester - Eye camp	-	(2,000)	(2,000)
Khari Sharif Eye camp	942	(1,923)	(981)
Mansehra hospital	-	(300)	(300)
LRBT - Havelian - clinic	7,051	(10,261)	(3,210)
LRBT - Gujar Khan eye camp	2,000	(1,245)	755
LRBT - World Sight Day	55,080	-	55,080
LRBT - Southern Punjab program	63,200	-	63,200
LRBT: Gilgit	123	-	123
	<u>167,644</u>	<u>(130,856)</u>	<u>36,788</u>
TOTAL FUNDS	<u>781,758</u>	<u>(817,447)</u>	<u>(35,689)</u>

18. RELATED PARTY DISCLOSURES

Except for donations made by Jehangir Mehta £150, David Kotler £83.04, Rahila Zakir £83.04, Art Malik £83.04, Yasmin Riaz £83.04, Mian Ershad Zaheen £83.04 and £50 recurring gift, Vaiz Karamatullah £83.04 and £3 per month recurring gift there were no other related party transactions for the year ended 30 June 2021.