

# **SIKH HELPLINE**

Charitable Incorporated Organisation

Charity Number:  
1154449

## **ANNUAL REPORT AND FINANCIAL STATEMENTS**

Period of accounts

Start Date: 1st January 2015

End Date: 31st December 2015

**SIKH HELPLINE**  
**Contents**  
**for the year ending 31 December 2015**

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Prepared by:



**Sunder & Thandi Accountants**  
Chartered Certified Accountants

## Section A Reference and administration details

Charity name Sikh Helpline

Other names charity is known by SHL

Registered charity number (if any) 1154449

Charity's principal address 86 Birmingham St,

Oldbury,

West Midlands,

Postcode

B69 4EB

### Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1 DR HARSIMRREN KAUR			
2 MR NARINDER SINGH MATHARU			
3 MR JAGTAR SINGH			
4			
5			

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Name of chief executive or names of senior staff members

SUKHA SINGH

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Appointed by A Resolution Passed at A Meeting of Charity Trustees

**Section C****Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

TO RELIEVE AND PREVENT SUFFERING CAUSED BY SOCIAL OR ECONOMIC CIRCUMSTANCES, BY ESTABLISHING, MAINTAINING AND DEVELOPING A HELPLINE OFFERING A COUNSELLING SERVICE AND PRACTICAL ADVICE

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

THE SIKH HELPLINE IS A PROFESSIONAL AND CONFIDENTIAL TELEPHONE COUNSELLING AND EMAIL INQUIRY SERVICE WHERE YOU CAN GET HELP, ADVICE, COUNSELLING AND INFORMATION - BULLYING AND RACISM - DISCRIMINATION - RELATIONSHIP ISSUES-DOMESTIC VIOLENCE- ADDICTION- PROBLEMS AT SCHOOL OR HOME CALL: 0845 644 0704 / 07999 00 4364

**Summary of the main achievements of the charity during the year**

The year 2015 has been a real successful year for the Sikh Helpline. Achieving the "Charity of The Year" award at the internationally acclaimed Sikh World Awards 2014 has allowed for the charity to raise its profile nationally.

The Sikh Helpline successfully held its annual charity Bike Ride 2015. As well as being an important fundraiser, the event helped to bring the community together and helped raise awareness of current issues faced by some of the most vulnerable people in society. This year, the number of riders taking part to support the helpline had almost doubled since last years event resulting in even more volunteers coming forward to assist the Sikh Helpline.

The charity has seen an increase in calls to the helpline in the year. This has resulted in the introduction of new groups of dedicated volunteers in East and West London, Birmingham, Leicester and Bradford, and a new division now opened in Manchester.

A new office in Hockley, Birmingham, has provided a platform for volunteers to co-ordinate marketing campaigns and carry out administration tasks. The Human Resources function of the charity has also been developed in the year allowing for new and updated policies and procedures to streamline the vetting process and recruitment process of volunteers.

Bespoke training was provided to the Sikh Helpline team by West Midlands Police in relation to Domestic Violence, Forced Marriages and Honour Killings. The helpline has also been able to network with other charities such as NSPCC and Papyrus working towards providing training opportunities in child abuse, safeguarding and mental health support for Sikh Helpline volunteers.

There has been more focus on networking with external agencies and professional services to provide service users with the best support. An example of this is that the helpline now working with a new detox centre in Walsall. This partnership has helped people from the community receive help and support with alcohol issues. In addition, the helpline has been able to reach out and get support from local councillors and public health representatives in supporting the work carried out by the charity in the ethnic minority communities.

The CEO, as a chaplain for Aston University and the University of Birmingham, has been involved in visiting, helping and supporting young adults in education. Talks and seminars have covered a range of topics ranging from grooming through to depression, domestic abuse and many more. The attendance and uptake to these sessions have been encouraging and have also resulted in individuals coming forward to seek help and advice from the Sikh Helpline. Educational talks, seminars and awareness campaigns have also been presented at various other establishments including schools, prisons, children's summer camps and at local community events.

The Sikh Helpline has continued to received support from various media organisations. Sangat Trust, has allowed the helpline to have a weekly talk show on Sangat TV, which is broadcast throughout the EU via SKY. The weekly show is used to raise awareness on issues relating to grooming, depression, domestic abuse, substance abuse, bullying, and many more, through the use of professionals in their individual fields.

## Section E Financial Review

Brief statement of the charity's policy on reserves

The Charity does not have a reserves policy.

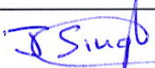

Details of any funds materially in deficit

No funds in deficit

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	JAGTAR SINGH	Harsimreen Kaur
Position (eg Secretary, Chair, etc)	Treasurer	Secretary
Date	30/10/2016	

**SIKH HELPLINE****Independent Examiners Report to the trustees of Sikh Helpline**

I report on the accounts of the Charitable Incorporated Organisation, Sikh Helpline (Charity Number 1154449) for the year ended 31 December 2015, which are set out on pages 7-9

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
 have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: **Mr Rajinder Kumar (Director)**

Signed:  Date: 30 October 2016

**Sunder & Thandi Accountants Limited**

Association of Chartered Certified Accountants  
The Apex, 2 Sheriffs Orchard, Coventry, CV1 3PP

**SIKH HELPLINE**  
**Statement of Financial Activities**  
**for the year ending 31 December 2015**

	Note	Unrestricted funds £	Restricted income funds £	Total 2015 £	Total 2014 £
<b>Incoming resources</b>					
Donations	2	25,668		25,668	32,514
Fundraising Events		18,414		18,414	11,376
<b>Total incoming resources</b>		<b>44,082</b>	<b>-</b>	<b>44,082</b>	<b>43,890</b>
<b>Resources expended</b>					
<i>Wages, Salaries, Pensions and NI</i>		10,320		10,320	-
<i>Cost of Fundraising Events</i>		3,244		3,244	3,702
<i>Travel</i>		1,128		1,128	2,002
Telephone		1,946		1,946	1,593
Postage and Stationery		35		35	70
Admin & Consulting Fees		6,579		6,579	6,950
Depreciation		905		905	539
IT Consumables		397		397	502
Other Expenditure		10		10	787
<b>Total resources expended</b>		<b>24,565</b>	<b>-</b>	<b>24,565</b>	<b>16,146</b>
<b>Transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net incoming/(outgoing) resources</b>		<b>19,517</b>	<b>-</b>	<b>19,517</b>	<b>27,744</b>
Reconciliation of Funds					
<b>Net movement in funds</b>		19,517	-	19,517	27,744
<b>Total funds brought forward</b>		<b>27,744</b>	<b>-</b>	<b>27,744</b>	<b>-</b>
<b>Total funds carried forward</b>		<b>47,261</b>	<b>-</b>	<b>47,261</b>	<b>27,744</b>

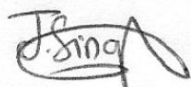


## SIKH HELPLINE

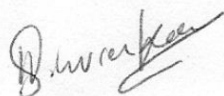
## Balance Sheet as at 31 December 2015

	Note	Total 2015 £	Total 2014 £
<b>Fixed Assets</b>			
Tangible Assets	3	1,272	1,078
<b>Total Fixed Assets</b>		<b>1,272</b>	<b>1,078</b>
<b>Current Assets</b>			
Cash at bank and in hand		54,149	30,031
<b>Total Current Assets</b>		<b>54,149</b>	<b>30,031</b>
<b>Liabilities</b>			
Creditors: Amounts falling due within one year	4	8,160	3,365
<b>Net current assets/(liabilities)</b>		<b>45,990</b>	<b>26,666</b>
<b>Total assets less current liabilities</b>		<b>47,261</b>	<b>27,744</b>
<b>Net Assets</b>		<b>47,261</b>	<b>27,744</b>
<b>Funds of the Charity</b>			
Unrestricted funds		47,261	27,744
Restricted income funds		-	-
<b>Total Funds</b>		<b>47,261</b>	<b>27,744</b>

The financial statements were approved and authorised for issue by the Trustees on 30th October 2016



JAGTAR SINGH.



DR. HARSIMRAN KAUR

**SIKH HELPLINE**  
**Notes to the Financial Statements**  
**for the year ending 31 December 2015**

## **1. Accounting Policies**

### **Basis for preparing financial statements**

The financial statements have been prepared under the historical cost convention in accordance with the Financial Reporting Standards for Smaller Entities (effective April 2008) and in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in 2005.

### **Incoming Resources**

These are included in the Statement of Financial Activities (SoFA) when:

- 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.

### **Resources Expended and Liabilities**

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out the resources.

### **Tangible Fixed Assets**

Tangible fixed assets are capitalised if they can be used for more than one year, and cost at least £500. Depreciation is provided as follows:

Computer Equipment: over 3 years

## 2. Tangible Fixed Assets

	Computer Equipment £
<b><u>Cost</u></b>	
At 31 December 2014	1,617
Additions	1,099
Disposals	-
At 31 December 2015	<u>2,716</u>

<b><u>Depreciation</u></b>	
At 31 December 2014	539
Charge for the year	905
Disposals	-
At 31 December 2015	<u>1,444</u>

<b><u>Net Book Value</u></b>	
At 31 December 2014	<u>1,078</u>
At 31 December 2015	<u>1,272</u>

## 3. Creditors due within one year

Other Creditors & Accruals	<u>8,160</u>
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## 4. Trustees' Expenses

No trustees received any expenses during the period.

## 5. Staff Wages & Salaries

	2015 £	2014 £
Wages & Salaries	<u>10,320</u>	<u>-</u>