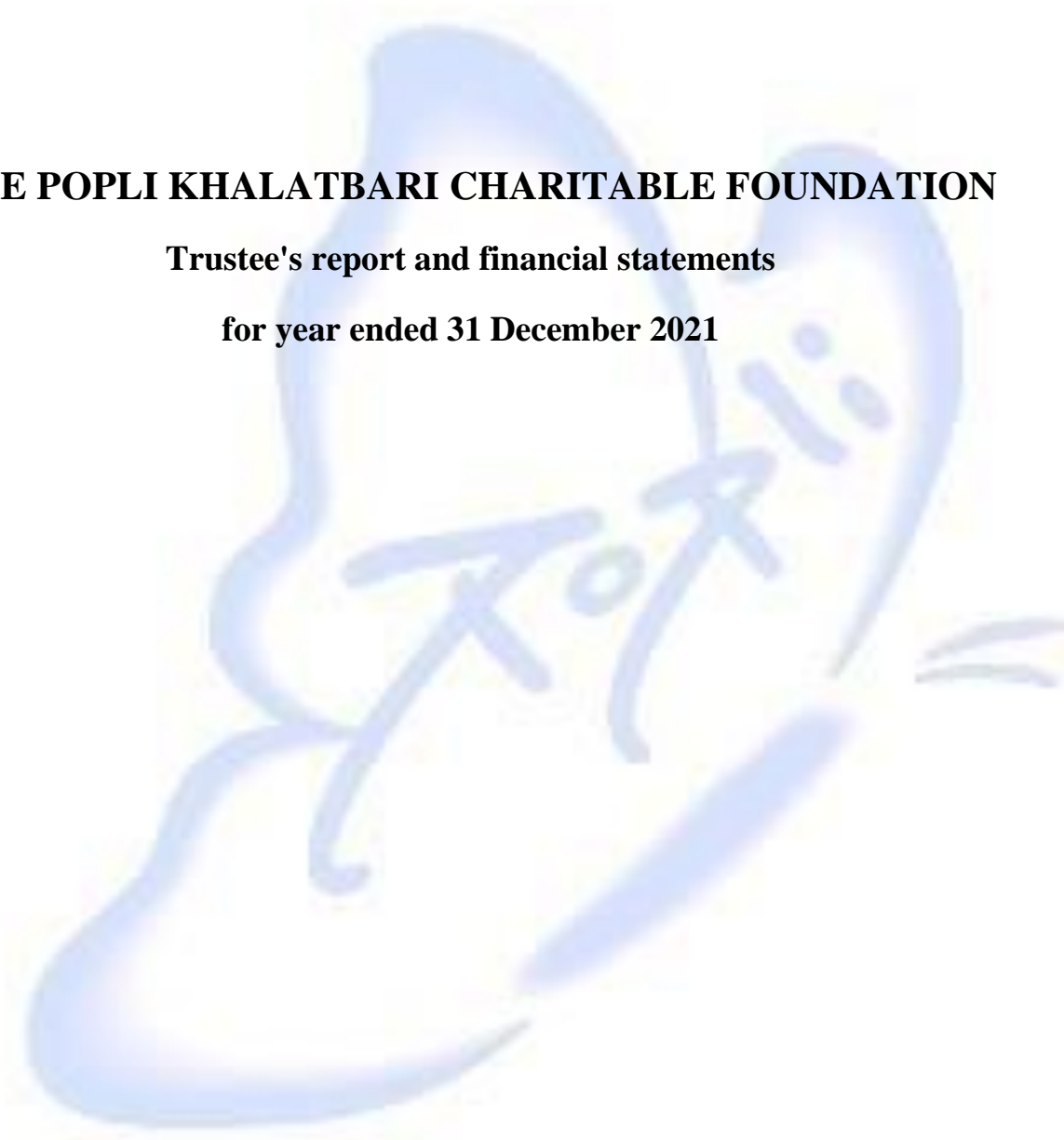


Charity number: 1067931

THE POPLI KHALATBARI CHARITABLE FOUNDATION

Trustee's report and financial statements

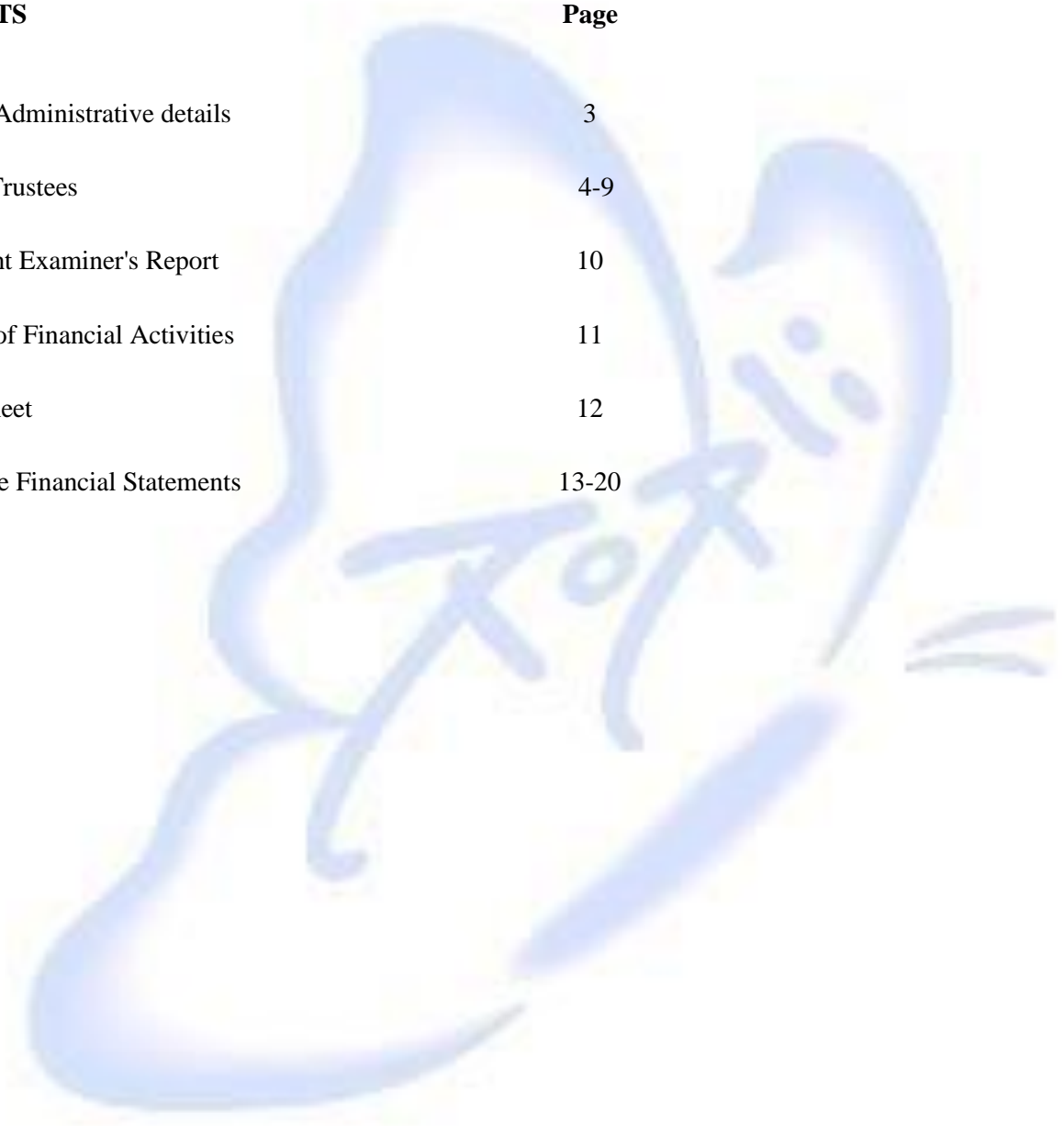
for year ended 31 December 2021



THE POPLI KHALATBARI CHARITABLE FOUNDATION

Year ended 31 December 2021

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THE POPLI KHALATBARI CHARITABLE FOUNDATION

Legal and administrative information

Charity number	1067931
Business address	1st Floor 1 Kensington Church Street London W8 4LB Tel: 020 3627 1332 e-mail: info@pkcf.com web: www.pkcf.com
Registered office	21 Melbury Road London W14 8AB
Chief executive	Mrs. Diana Khalatbari
Accountants	Almar Business Solutions Certified Chartered Accountants 5 Richmond Road London N2 8JT www.AlmarBSL.co.uk Tel: 0203 131 0750
Bankers	Lloyds Bank 9-13 Brompton Road London SW3 1DD
Solicitors	J Sykes 20 Denton Road East Twickenham London TW1 2HQ

THE POPLI KHALATBARI CHARITABLE FOUNDATION

Report of the trustee for the year ended 31 December 2021

The Trustees present their annual report for the year ended 31 December 2021.

Objectives and activities

Activities

The principal activity in the year was carrying out fundraising activities for UK and overseas charities. The principal event through which funds raised in an annual garden party.

Public benefit

The trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when making donations and agreeing the distribution policy for the year. These objectives will continue to be pursued in the coming year.

Risk Management

The trustees have examined the major risks the charity faces and confirm that systems have been established to enable necessary steps to be taken to lessen these risks.

Achievements and performance

Results for the year

In 2021 the annual event, which is held on or around the mid- June, the birthday of Popli Khalatbari, did not take place due to Covid pandemic. The event, which usually consists of an auction and speeches, is the main source of income for the charity.

On 18 and 19 November 2021, when gathering restrictions were lifted, The Foundation held a Xmas Bazaar attended by supporters and raised the amount of £25,701.

The charity received funds from donations totaling £299,622 (2020 - £185,095), which helped offset the loss of income from the annual event. A portion of these is from the United States, and as a result, funds are placed in a restricted account and are not spent in countries where US sanctions apply.

The continuation of restrictions on gatherings due to the pandemic may impact the charity's ability to generate funds through the annual event in 2021 and there is no assurance that the level of donations will be sustained at 2020 levels. However, the charity's financial position is such that it is able to meet its commitments in 2022.

The cash balance has generated interest received of £1,117 (2020 - £6,154).

Grant making policy

After an extensive vetting process, the charity funds projects worldwide as approved by the board of trustees. This year's projects consist of:

Ongoing Projects and Funding:

1- Orphanages

• Bachehaye Ma Orphanage – Kerman, Iran

PKCF is proud to continue funding all the expenses of this exemplary organisation whose name means 'Our Children'. Following the devastating earthquake in Bam in 2003, many children were left orphaned. In 2004 the Tavakoli family inaugurated a centre to house and care for 15 orphaned children. In 2005 PKCF funded the construction of two homes on land purchased by the Tavakoli family. The centre has continued to grow, currently consisting of 5 homes, a library and IT room. There is also a fully equipped sewing workshop on the premises, run by the older girls. They make bedding and clothes for the other children, learning skills along the way. This has become a successful enterprise and is allowing the girls to earn a small wage as well as help the Centre. Under the management of the amazing Roshahank Tavakoli, this centre is currently home to 72 children from the age of 4. Seven children have special needs and attend special schools. The children are nurtured and brought up as one large family. They leave as adults after completing their higher education but the ties with the Centre remain long after they have left.

2-Centres for children/young people with disabilities:

• 7th Tir Home for Disabled Girls – Tehran, Iran

Our first project in Iran is the 7th Tir Centre for physically disabled girls. In 1999, PKCF constructed a school, an auditorium and a sewing centre as well as developing an arts and crafts programme for the pupils. Additionally, we refurbished the dormitories and supplied electrical wheelchairs & physiotherapy equipment. PKCF continues to assist the centre with the cost of purchase and repair of the electrical wheelchairs and funding some medical expenses as well as assistance to the residents when required.

• Hafez Centre for Children with Down Syndrome – Kerman, Iran

This Day Care Centre for children with Down's syndrome, particularly those from impoverished backgrounds, is well run and regularly inspected by PKCF members. PKCF will continue funding to assist with the salaries of carers and specialist equipment required by the children.

• Hekmat Centre for Mentally and Physically disabled young boys – Rasht, Iran

PKCF representative visits the centre monthly to study the additional needs of medicine, clothing, food, personal hygiene items which the residents require. These are all purchased and provided by PKCF representative. PKCF intends to continue with supporting this centre.

3- Schools & Learning Institutions

• Bachehaye Aftab Centre for Afghan Refugee Children- Kerman, Iran

PKCF supports this NGO that has proved to be another success story. The children who attend the centre are Afghan refugees living below the poverty line. In addition to providing an education and a daily hot meal, the centre also helps with local integration through cultural programmes. Currently, the centre has 64 students. PKCF funds part of their overheads and provides uniforms as well as covering expenses relating to medical needs, as and when they arise. We inspect the centre several times a year.

- **Hakim Farabi Vocational School – Bam, Iran**

Constructed by PKCF in the aftermath of the Bam earthquake and inaugurated in 2007, the Hakim Farabi Vocational School is currently attended by 260 girls. Many past pupils have proceeded to university, whilst others have secured employment through skills acquired at the school. PKCF continues to oversee the maintenance of the school, and we inspect the school several times a year. We purchase new equipment when the old equipment becomes obsolete. As the population of Bam continues to rise, we anticipate a rise in student numbers in the coming years.

- **Jafarabad Village School – Ghazvin, Iran**

Back in 2006 in the impoverished village of Jafarabad in Ghazvin afforded few opportunities to its children. Following the construction of the PKCF School, 147 local children have been educated from kindergarten to 6th grade. The school also provides summer courses teaching music and sports. PKCF continues to finance maintenance and improvements, purchase the uniforms, and provide a nutritious morning meal. We also fund school excursions to museums and recreational outings. Some of the children have serious medical needs, mostly due to family intermarriage at a very young age. From our medical fund, we supplement any treatments that are required. We are incredibly proud of the perceptible improvements in the children's educational achievements and behaviour. We pledge to continue to support this very deserving community.

- **PKCF Electrical & Mechanical Workshop for Boys – Karaj, Iran**

In 2005 PKCF constructed a Mechanical & Electrical training workshop on the existing premises of Dr Naraghi's Vocational School for boys in Karaj.

Today 220 boys attend, receiving hands-on training. In 2012 we funded a total refurbishment and updated the equipment. PKCF provides the workshops with tools and equipment required and we intend to continue to refurbish and re-equip the premises on a yearly basis.

- **The Popli Khalatbari, Hichan Middle School for boys in Baluchestan**

Construction of the school commenced in December 2020 with completion and inauguration expected in November 2022. In 2021 the second phase of construction of the school was funded. In 2022 Remainder for completion will be funded.

4- Football Programme – Shahre Rey, Iran

Popli Football Club gives 140 Afghan refugee children and impoverished Iranian children a space to play and partake in this team sport. Aged 7 and 17 the children are taught discipline, teamwork, and a chance to have fun and an escape from their otherwise difficult childhoods. PKCF employ two coaches, 2 assistant coaches, and a social worker on hand who monitors the children's needs and engages their parents when problems arise.

Annually, PKCF supplies all the teams' requirements. Nutritious snacks are provided after each practice. Most of the Afghan children are not covered by national insurance and sadly many needs health care which they cannot afford. PKCF medical fund covers part of these needs. As most families are below the poverty line, PKCF monthly distributes food packages to the neediest.

5- Medical Fund

- Since 2014 PKCF has constructed and refurbished operating rooms, a haematology ward, PICU, NICU and ICU at hospitals including the following: Ali Asghar Children's Hospital, Markaz Tebi Koodakan, Bahrami Children's Hospital and Shariati Hospital. We have also covered the costs for air purification units, auxiliary power generators, and elevators.

6 – New Projects

- Kaykee village in Baluchistan
- Kaykee is a remote village in Baluchistan where the 100 residents lack water sanitation infrastructure and a school. As a result of PKCF funding, the well was drilled and the reservoir built and the laying of pipes & construction of lavatories and baths completed.
- Total cost of the project is estimated to be £35,000, of which £21,500 was transferred in April 2021, balance when required will be transferred in 2022.
- When the project is completed, it will continue to be supervised by our representative in Baluchistan

UK and Worldwide Charities

• Child Action Lanka – Sri Lanka (Ongoing)

The Centre educates children of land laborers through academic and talent-based approaches, to bring out the best in them and help them to believe in a better future. The Centre is planning computer classes for school leavers as well as vocational training courses. With the hard work of the staff and children, we believe this centre is giving these children a bright future in which they will be able to serve their communities and prosper.

• Hope for the Young – UK (Last Year)

They aim to remove obstacles to young refugees and asylum-seekers' education and well-being through financial and mentoring support.

THE POPLI KHALATBARI CHARITABLE FOUNDATION

Report of the Trustees for the year ended 31 December 2021

Constitution

The charity is governed by a trust deed dated 7 October 1997. New trustees are nominated by existing trustees with their nomination approved at trustee meetings. During 2003 an executive funding committee was set up, the role of which is to study all funding applications and make recommendations to the board. The committee consists of three trustees.

Trustees are selected for their extensive experience in either the corporate or charity sectors or both. On appointment, they are issued with a copy of the foundation's charter, which sets out the Popli Khalatbari Charitable Foundation's mandate, rules, procedures, and all other relevant information.

The trustees who served during the year were as follows:

Mr Ivan Donn
Mrs Diana Khalatbari – The Founder
and CEO Mrs Mahnaz Larizadeh –
Chair
Mr Kayvan
Larizadeh Mr
Jonathan Sykes

Plans for the future

The charity will continue to provide assistance in the provision of education or welfare for children or young persons, either for the benefit of the general public or for the benefit of those who, by reason of their youth, infirmity or disablement, poverty or social and economic circumstances have the need for such facilities.

Reserves policy

Restricted funds are monies donated by US residents/citizens who are subject to US trade sanctions and cannot be put towards projects in countries where US sanctions apply. Such funds are held in a separate bank account to ensure that they are used in accordance with US laws.

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to a minimum of twelve months' unrestricted expenditure. This provides sufficient funds to cover management, administration, support costs and grants recommended for payment by the trustees.

THE POPLI KHALATBARI CHARITABLE FOUNDATION

Report of the trustee for the year ended 31 December 2021

Statement of trustees' responsibilities

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

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of charity and of the incoming resources and application of resources of the charity for that year. In preparing these financial statements the trustees are required to:

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993 and the Charity (Accounts and Reports) Regulations 2008. 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.

By order of the Trustees

Diana Khalatbari

Diana Khalatbari (Oct 5, 2022 09:33 GMT+1)

Diana Khalatbari
Trustee & CEO

04th October 2022

Date:

Independent examiner's report to the trustees on the financial statements of THE POPLI KHALATBARI CHARITABLE FOUNDATION.

I report on the accounts of The Popli Khalatbari Charitable Foundation for the year ended 31 December 2021 set out on pages 11 to 20.

For financial years ended 31 December 2021, trustees have opted for an independent examination instead of an audit as the charity's gross asset are not more than £3.26 million, in accordance with the Charities Act 1993.

Respective responsibilities of trustees and independent examiner

As the charity's trustees you are responsible for the preparation of the accounts, you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply and that an independent examination is needed. It is my responsibility to examine the accounts under section 43(3) (a) of the Act, to follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7) (b) of the Act, and to state whether matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep proper accounting records in accordance with section 41 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Ali Dezyanian (FCCA) of Almar BSL

Ali Dezyanian

Date: 04th October 2022

Almar Business Solutions Limited is a registered company in England and Wales (registered number 04541322), holder of ACCA Practising Certificate with Association of Chartered Certified Accountants and has Professional Indemnity Cover for its business activities.

THE POPLI KHALATBARI CHARITABLE FOUNDATION

Statement of financial activities for the year ended 31 December 2021

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
INCOMING RESOURCES FROM GENERATED FUNDS					
Voluntary income		267,329	32,294	299,622	185,095
Gift aid		38,919	-	38,919	23,999
Activities for generating funds	2	25,956	-	25,956	543
Investment income	3	1,117	-	1,117	6,154
TOTAL INCOMING RESOURCES		333,321	32,294	365,615	215,791
RESOURCES EXPENDED					
Costs of generating funds	2	4,133	-	4,133	1,280
Charitable activities	4	230,871	17,217	248,089	230,588
Governance costs	5	18,795	-	18,795	19,557
Other resources expended	6	1,701	275	1,976	1,719
TOTAL RESOURCES EXPENDED		255,500	17,492	272,993	253,144
NET INCOMING (OUTGOING) RESOURCES FROM OPERATIONS					
BEFORE TRANSFERS		77,821	14,801	92,622	(37,354)
Transfer between funds		-	-	-	-
NET INCOMING (OUTGOING) RESOURCES FOR THE YEAR					
		77,821	14,801	92,622	(37,354)
Balance at 1 January		556,939	6,389	563,328	600,682
Balance at 31 December		634,760	21,190	655,950	563,328

All activities derive from continuing operations.

THE POPLI KHALATBARI CHARITABLE FOUNDATION

Balance sheet as at 31 December 2021

	Note	2021 £	2020 £
FIXED ASSETS			
Tangible assets for use by the charity	8	0	0
CURRENT ASSETS			
Debtors	9	28,723	4,502
Prepayments – Venue and catering deposit for 2021/22 event		3,000	3,000
Cash on deposit		600,003	514,333
Cash at bank and in hand		25,819	43,193
		<u>657,545</u>	<u>565,028</u>
CREDITORS: amounts falling due within one year	10	(1,595)	(1,700)
NET CURRENT ASSETS		<u>655,950</u>	<u>563,328</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>655,950</u>	<u>563,328</u>
FUNDS			
	12		
Unrestricted funds			
General funds		638,044	556,939
Restricted funds		17,906	6,389
		<u>655,950</u>	<u>563,328</u>

These financial statements were approved by trustees on

and signed on their behalf.

Diana Khalatbari

THE POPLI KHALATBARI CHARITABLE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2021

2. ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Income from annual event:				
Auction	-	-	-	-
Entry tickets	-	-	-	-
Sponsorship	-	-	-	-
Sofreh Book Launch	-	-	-	-
Christmas Bazaar Income	25,071	-	25,071	-
Young PKCF event	885	-	885	543
	25,956	-	25,956	543
Expenditure in connection with annual event				
Event direct expenses	-	-	-	1,280
Other event direct expenses - non annual event	4,133	-	4,133	-
Sofreh Book Launch expenses	-	-	-	-
Young PKCF event expenses	-	-	-	-

3. INVESTMENT INCOME

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Bank interest receivable	1,117	-	1,117	6,154

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2021

4. CHARITABLE ACTIVITIES

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
GRANTS PAYABLE				
7th Tir Orphanage - Tehran, Iran	6,000		6,000	5,000
Aliasghar Children's Hospital - Dialysis, Iran	12,500		12,500	-
Asayeshgah Hekmat for Disabled Boys – Rasht, Iran	6,000		6,000	5,000
Bachehay Aftab - Afghan / Iranian Day Centre - Kerman, Iran	6,000		6,000	6,000
Bachehaye Ma Orphanage - Kerman, Iran	83,000		83,000	83,000
Child Action Lanka, Sri Lanka		2,217	2,217	2,000
Damian Lewis - Help Feed NHS Workers One Healthy Meal, UK			-	7,500
Hafez Centre for Down Syndrome Children - Kerman, Iran	3,500		3,500	3,500
Hakim Farabi Vocational School - Bam, Iran	6,000		6,000	5,000
Hammersmith & Fulham Foodbank, UK			-	7,500
Hichan Village Middle School – Baluchistan, Iran	40,000		40,000	-
Hope for the Young, UK		15,000	15,000	15,000
Jaffarabad School - Ghazvin, Iran	17,500		17,500	15,000
Kaykee Village, well, reservoir, sanitation units & School - Baluchistan	21,500		21,500	30,000
Kermanshah School, Iran			-	3,000
Masks for NHS Heroes, UK			-	3,500
Medical Fund - Children from all over Iran	10,000		10,000	10,000
PKCF Football Programme – Shahre Rey	10,000		10,000	16,500
PKCF Karaj Workshop for boys -Karaj			-	3,500
Charitable activities' costs carried forward	222,000	17,217	239,217	221,000

THE POPLI KHALATBARI CHARITABLE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2021

4. CHARITABLE ACTIVITIES (continued)

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Charitable activities' costs brought forward	222,000	17,217	239,217	221,000
Support costs:				
Rent	-	-	-	1,182
Building Service Charge	-	-	-	141
(Gain) loss on exchange	-	-	-	-
Accountancy and Bookkeeping	2,052	-	2,052	2,632
Commission charges	-	-	-	35
Computer expenses	6,465	-	6,465	3,355
Printing, postage and stationery	183	-	183	-
Projects Inspection & Transaction Charges	-	-	-	2,075
Telephone	144	-	144	168
Travel and subsistence	-	-	-	-
Miscellaneous	27	-	27	-
	230,871	17,217	248,089	230,588

5. GOVERNANCE COSTS

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Audit and accounting fee	1,360	-	1,360	1,360
Legal fees	35	-	35	-
Wages and staff training	17,400	-	17,400	18,197
	18,795	-	18,795	19,557

6. OTHER RESOURCES EXPENDED

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Bank charges	1,258	275	1,533	2,162
Depreciation	443	-	443	(443)
	1,701	275	1,976	1,719

7. INFORMATION REGARDING EMPLOYEES AND TRUSTEES

The Foundation had one employee during the year 2020.

No trustee, or person related or connected by business to them, has received any remuneration or expenses from the trust during the year or preceding year.

THE POPLI KHALATBARI CHARITABLE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2021

8. TANGIBLE FIXED ASSETS FOR USE BY THE CHARITY

	Fixtures, fittings and equipment £
Cost	
At 1 January 2021 and 31 December 2021	<u>8,990</u>
Accumulated depreciation	
At 1 January 2020	4,696
Charge for the year	<u>4,293</u>
At 31 December 2021	<u>8,990</u>
Net book value	
At 31 December 2021	<u><u>-</u></u>
At 31 December 2019	<u><u>-</u></u>

9. DEBTORS

	2021 £	2020 £
Other debtors: Gift Aid	28,723	1,924
Other debtors: Rent deposit due	-	2,578
Prepayments – Venue and catering deposit for 2021/22 event	3,000	3,000
All amounts are due within one year.	<u>31,723</u>	<u>7,502</u>

10. CREDITORS: amounts falling due within one year

	2021 £	2020 £
Accruals	1,516	1,700
Other creditors	79	-
	<u>1,595</u>	<u>1,700</u>

THE POPLI KHALATBARI CHARITABLE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2021

11. TAXATION

The trust is a registered charity and is not liable to tax on its surplus.

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

Fund balances at 31 December 2021 are represented by:

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £
Tangible fixed assets	-	-	-
Debtors	28,723	-	28,723
Prepayments	3,000	-	3,000
Cash on deposit	600,003	-	600,003
Cash at bank and in hand	7,913	17,906	25,819
Current liabilities	(1,595)	-	(1,595)
Total net assets	638,044	17,906	655,950

At 31 December 2021 no funds were deemed to be designated.

THE POPLI KHALATBARI CHARITABLE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2021

ACCOUNTING POLICIES

The financial statements are prepared in accordance with Statement of Recommended Practice 2005 “Accounting by Charities” and applicable United Kingdom accounting standards. The particular accounting policies adopted by the trustees are described below.

Basis of accounting

The financial statements are prepared under the historical cost convention.

Cash flow statement

The charity has taken advantage of the exemption in FRS 1 not to prepare a cash flow statement on account of its size.

Funds

The charity’s funds are both restricted and unrestricted. Restricted funds are monies donated by US residents’ citizens which are subject to US trade sanctions and cannot be put towards projects in Iran. Such funds are held in a separate bank account to ensure that they are used in accordance with US laws. Unrestricted funds are expendable at the discretion of the trustees in the furtherance of the objects of the charity. Designated funds are funds set aside by the trustees for specific use in the future.

Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation which is provided on a reducing balance basis over the estimated useful lives of the assets.

The rates of depreciation applied are Fixtures, fittings and equipment – 25%

Current asset investments

Investments held as current assets comprise monies placed on short-term deposits.

Incoming resources

All income is recognized in the statement of financial activities when the conditions for receipt have been met and there is reasonable assurance of receipt.

Donations

Donations and all other receipts from fundraising are reported gross and any related fundraising costs are reported in other expenditure. Where a claim for repayment of income tax has or will be made, such income is grossed up for the tax recoverable.

Expenditure on charitable activities

Expenditure on charitable activities includes all expenditure directly related to the objects of the charity.

Governance costs

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to the statutory accountancy and legal fees.

Foreign exchange gains and losses

All monetary assets and liabilities denominated in foreign currencies at the year-end are retranslated at the closing rate with any gains or losses being credited or charged in the statement of financial activities in that period.

Transactions entered in a foreign currency during the year are translated using a monthly average exchange rate with any gains or losses on translations being credited or charged to the statement of financial activity in that period.

