

Charity Registration No. 1107762

Company Registration No. 04665250 (England and Wales)

**ONE WORLD WEEK**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**

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## ONE WORLD WEEK

### LEGAL AND ADMINISTRATIVE INFORMATION

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Trustees	S J Hirom J Jilani I Wilson
Charity number	1107762
Company number	04665250
Registered office	15 Bryngwyn Road Newport NP20 4JS
Independent examiner	UHY Hacker Young Lanyon House Mission Court Newport South Wales United Kingdom NP20 2DW

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## ONE WORLD WEEK

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## ONE WORLD WEEK

### TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016

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The trustees present their report and accounts for the year ended 31 March 2016.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Companies Act 2006 and "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 2015)".

#### Objectives and activities

The objectives of the Charity are:

1. to advance education of the public in the fields of economic, social and political sciences, ethnic and cultural studies and sustainable development;
2. to promote equality and diversity for the benefit of the public by:
  - 2.1. advancing education and raising awareness in equality and diversity;
  - 2.2. promoting events and activities to foster understanding between people from diverse backgrounds;
  - 2.3. providing opportunities for persons to alleviate social and economic disadvantage.

The Charity's work in 2015/16 was strongly directed towards the promotion of equality through raising awareness among the general public through local events which promoted the theme: "Hope in Action: Inspiring a Culture of Hope to Build a More Equal and Peaceful World".

#### Public benefit

One World Week ("OWW" hereafter) seeks always to comply with the requirements of charity law and the guidance published by the Charity Commission, particularly the imperative to ensure that the activities of OWW demonstrate public benefit, as is evidenced throughout this report.

The Charity's contributions to its objectives are for the public benefit. The Trustees know of no related drawbacks to the activities of the Charity, the general public is the beneficiary, the benefit is not restricted by geography nor price and the poor are specifically included. The Charity confers no private benefits. Whilst deciding what activities the Charity should undertake, Trustees have paid due regard to Charity Commission guidance on public benefit.

During 2015-16, OWW's objective of raising awareness about inequality among the general public was addressed by promoting local events based on the theme for 2015: "**Hope in Action: Inspiring a Culture of Hope to Build a More Equal and Peaceful World**". We used the website and social media together with a published leaflet to inform, motivate and equip local event organisers. Events focused on inspiring people with hope and confidence that their actions could contribute to a more equal world, by reference to historical movements and contemporary stories from around the world. Success stories included those of local communities which had used resources to meet the needs of the many and the vulnerable rather than being monopolised by the few; Fairtrade producers; Action Aid's work with women to ensure their human rights were respected; conflicts which were resolved peacefully and fairly and initiatives to conserve our planet for future generations.

We identified and created appropriate supporting resources which were available to download from the website, as well as the printed leaflet/poster, and facilitated supporters to publicise their events on the OWW website.

#### Achievements and performance

Achievements of the charity include:

#### Communicating with supporters

Email newsletters were sent at key times during the year to the database of about 1500 contacts. These variously drew attention to key dates in the Calendar, new resources available on the website and the need to complete evaluation forms. They also appealed for donations and for volunteers to take on specific tasks.



**TRUSTEES REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)  
FOR THE YEAR ENDED 31 MARCH 2016**

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**The OWW website**

The website became our main means of communicating with supporters and visitors,. Through it, OWW informed them about upcoming events and activities related to the issues raised in the annual theme, including those organised by our partner organisations.

The website held all OWW's resources available for downloading by event organisers. The "Recently Added Resources" column drew attention to new and updated resources. Analysis of resources downloaded indicated that the leaflet/poster, guidelines for interpreting the theme and the Christian worship resources were those most regularly sought.

The website drew attention of OWW organisers, supporters and visitors to our partners' campaigns throughout the year, where their activities coincided with OWW's objectives and particularly those which related to OWW's annual theme. Event organisers reported using the website more often to find news about campaigns and events, as well as to access resources and to put up their events on the calendar.

Analysis of website-use data in 2015 suggested that all visits in 2015 were 50% up on 2011 but this is too crude. A more realistic measure is the number of significant working visits, i.e. of between five minutes and one hour's duration: these suggest a slightly fluctuating annual total around 5000 over the last five years. 2015 was slightly down on 2014 but very similar to 2013 and 2012. This maintenance of numbers has been achieved during a period when we have reduced expenditure and staff and ceased to use paper mail communications, instead relying on the website and e-newsletters. We sent the last paper mail out with a copy of our theme leaflet in the summer of 2015, urging recipients to let us have an email address with which to communicate in future and directing them to keep in touch via the website.

The monthly pattern of significant visits from 2011-15 changed: the October peak continued but activity increased in the summer months from 2013, when we started to update the home page regularly with information about our partners' campaigns, where these addressed OWW's aims and the annual theme. This provided a more varied and constantly changing home page with interest throughout the year, giving supporters more incentive to visit the site to see what was new.

The website has fostered a sense of solidarity and community by encouraging local organisers to publicise their events on the calendar and map: those published were but a sample of what went on as not everyone entered their events, but the variety and scope were, as ever, inspirational.

Our website manager alerted us in late 2015 to a need to restructure the website in order to make it more accessible to visitors using mobile phones and iPads and social media. He offered to do the necessary work without charge so long as we would continue to use it for at least two years. A generous donation from CAFOD, (see Financial Review) has enabled us to secure this deal. The revamp planned for 2016 should enable OWW to retain and increase purposeful visitors by facilitating access from various devices and social media.

The OWW Facebook page (managed and updated by a single volunteer) began to offer regular and frequent links to issues and activities relating to the theme and OWW's wider objectives, providing information in an attractive way which offers fresh insights on an almost daily basis. It has begun to attract attention from people not hitherto known to us as they "Like" the page or a post or leave comments.

## **ONE WORLD WEEK**

### **TRUSTEES REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016**

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#### **OWW events**

Our understanding of our performance relies, in part, on event organisers listing their events on the website and returning evaluation forms, so we inevitably learn of only a fraction of what happens during the Week.

In 2015, 50 OWW events were posted on the website together with around another 30 events organised by our partners including performances of "Baked Alaska", a play about climate change sponsored by Operation Noah and Christian Aid.

We received feedback from 17 events in 8 towns, but we were aware, from the notification of events on the website and personal knowledge, that these represented a small fraction of all that took place.

An internet search showed that only one in every nine OWW events identified there had been made known to us through the OWW website. This confirms our personal regional knowledge that a great many more events take place than those of which we are officially notified, including at several primary and secondary schools and higher education institutions and all those that do not use the internet for publicity.

Our feedback indicated the usual wide range of organising committees, from a single church to a broad based inter faith committee, with many Churches Together committees and local groups of our national partners, such as Global Justice Now, taking the lead to co-ordinate the participation of a diverse range of local organisations. These included environmental groups, peace groups and local representatives of national organisations, including our partners but others as well. Some partners' local groups, e.g. Action Aid, Fairtrade and Global Justice Now, CAFOD and Christian Aid, put on events showing how their concerns and activities related to the Hope in Action theme.

The events were very varied: interfaith and religious events, community events with talks and discussions often involving food/meals and frequently stalls of local organisations; several included films and exhibitions and some were based on concerts and dance. Several events were attended by Mayors and a few involved MPs in their discussions. One involved a display in a wholefood shop. Two events used WWI commemoration events to focus on the horrors of war and the need for peace. While many events were organised specifically for OWW a number of organisers gave regular events a OWW slant and a few used our partners' touring events as the basis for a One World Week event.

#### **Financial review**

##### **Financial review**

The charity has made a total surplus for the year of £4,370 compared to a deficit of £6,909 in the preceding year. The total reserves currently stand at £17,552, of which £8,057 is dedicated for wind down costs.

#### **Reserves policy**

The calculation of reserves needed has been refined to cover wind-down reserves over three months. With the assumption that there will be no staff or office operating, the current designated funds of £8,057 are more than enough to cover 3 months' operating costs in line with Charity Commission guidelines. This is kept under constant review. The charity holds unrestricted reserves of £9,574.



**TRUSTEES REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)  
FOR THE YEAR ENDED 31 MARCH 2016**

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**Funding and support**

CAFOD, despite many years of significant financial support and our close links with their Development Education team, responded to our 2015 grant application by explaining that their reduced grant in January 2016 would have to be the last because a major change in their policy would preclude funding non-Roman Catholic education initiatives. As a final contribution, they kindly gave us a one-off additional donation in February 2016 to cover one year's contract with Webber Design, our website manager. This was to enable us to accept the generous pro-bono offer of Webber Design to upgrade our website.

We are very grateful to those individuals and local groups that continue to support us through standing orders and one-off donations. Nearly £5,700 was raised in this way over the year, including £800 recouped in Gift Aid. The total included fifteen generous donations of between £100 and £200, with nearly £1,000 from Christian groups and £250 from other local groups.

The trustees are very appreciative of this continued financial support during difficult times. CAFOD, private family trusts and local donors each provided about one third of our funding in 2015-16.

All this support is enabling OWW to operate through its valued national volunteers and its website for at least one or two further years without a head office or a national officer.

**Risk management**

The trustees have sought to fulfil their duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error; financial shortfall and liability.

The annual Risk Assessment was updated in 2015 to take into account the office closure and its likely impact on the governance of One World Week.

**Future direction of development**

The Trustees consulted supporters in 2014-15 who overwhelmingly expressed their views that OWW is needed more than ever in the context of: financial crises which are distracting people and governments from the structural problems of the world economy; from growing inequality; from poverty, climate change and wars which are triggering migrations of people on a scale unprecedented in the last 40 years.

The Trustees believe that OWW continues to have a role, in the face of these and mounting international pressures, to offer events which:

- provide a space for reflection on the causes of poverty, migration and social unrest;
- help people to understand their role and power as consumers and to become more active citizens who seek to address both the needs for economic justice for the poorest around the world and to protect the planet's natural systems and resources for future generations;
- bring people together helping local communities celebrate the rich diversity of cultures and to welcome migrants and refugees as part of our human family.

We shall continue to look for funding opportunities to assist OWW to become more sustainable through the appointment of a national officer.

Through our six-monthly National Working Group (formerly Partners' Advisory Group) meetings we shall continue to work with the campaigns teams of supportive national organisations to identify:

- a OWW annual theme which relates both to that of European Global Education Week and to the work of our partners;
- shared resources and actions to offer OWW supporters and event organisers.

In 2016-17 we shall work as a largely virtual organisation, producing just one summary theme leaflet for distribution. We plan to maintain and grow our team of volunteers from amongst our supporters and partners to carry out the tasks associated with communicating with supporters, providing and cataloguing resources on the website, publicising events and evaluating them and liaising with partner organisations. We shall continue to explore how we might recruit further Trustees and a OWW co-ordinator to oversee these developments, which will relieve the current Trustees of some of the executive services they have been providing. In consultation with others, we shall explore new ways for OWW to realise our vision of People working together to build a just, peaceful and sustainable world.

## ONE WORLD WEEK

### TRUSTEES REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016

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#### **Structure, governance and management**

The charity is controlled by its governing document, the Memorandum and Articles of Association, and constitutes a limited company, limited by guarantee as defined by the Companies Act 2006.

OWW is a not-for-profit company with charitable status since January 2005.

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

S J Hirom

J Jilani

I Wilson

The Board has continued to seek new Trustees and advisors to the Board.

#### **Organisational Structure**

##### **Staff and Office**

OWW implemented the decision taken in February 2015 to close the national office in Reading and make redundant the part-time post of Finance and Administrative Officer due to insufficient finances. This was accomplished by 31 May 2015.

We greatly appreciated the contributions made by Mina Comrie to One World Week since she first joined us in 2008 and not least as sole worker in the office since 2011.

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All necessary archive material and assets were moved to 15 Bryngwyn Road, Newport NP20 4JS, as was the official company office address.

Thence, all work was carried out by the Trustees in a voluntary capacity, with the help of volunteers from around the UK with very specific tasks: operating Facebook on the website; putting up on the website events submitted by local organisers; managing the twice yearly meetings with partner organisations' representatives.

It proved difficult to recruit as many volunteers as we needed so, in August 2015, Trustees recruited a National Co-ordinator of Volunteers on a one day a week basis, working from home. The Co-ordinator resigned in January 2016 for personal reasons and pressure of other work.



## ONE WORLD WEEK

### TRUSTEES REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2016

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#### Relationships with other Organisations

One World Week continued to have good working relationships with many organisations.

The Trustees are grateful for the financial support received from CAFOD.

OWW maintained its membership of: The Climate Coalition, the European Global Education Week Network, Think Global and the Trade Justice Movement. OWW used its website to inform OWW supporters of partners' campaigns related to OWW's theme.

The OWW National Partners' Advisory Group met in July 2015 to consider how partners could contribute resources for the 2015 theme. We encourage all our partners to embrace One World Week as their own tool to provide a space, free from fund-raising, in which to stimulate their supporters to reflect upon and raise awareness of global issues and what actions they might take.

A further Advisory Group meeting in January 2016 discussed the concept of the theme for 2016. Different organisations kindly hosted these meetings in London each time.

During the year we continued to develop active partnerships with some Advisory Group members. We have worked more closely nationally with Christian Aid (CA) since 2012 to encourage each of our organisations' supporters to work together at the local level to promote a better understanding of global issues. In 2015 CA wrote a worship anthology on the OWW theme Hope in Action and developed School Assemblies on the OWW theme for use in OWW 2015. CA had alerted regional staff to OWW and there were examples of regional representatives participating in OWW event planning for October 2015. All regional staff continued to receive our occasional e-newsletters. We drew attention, through our newsletters and our website, to CA's campaigns and resources, thus providing opportunities for people to "alleviate social and economic disadvantage".

The Fairtrade Foundation also encouraged its local groups and supporters to engage with OWW.

Global Justice Now (formerly WDM) did likewise through its Groups' Newsletter; and included OWW leaflets in its mailing to supporters as did Traidcraft, Christians Aware and the URC's Commitment for Life programme.

The Inter Faith Network invited us to meet them prior to the theme meeting in January 2016 to explore in more detail ways in which we could support each other.

In addition to organisations already mentioned, Think Global, and Action Aid made valuable contributions to the Advisory Group meetings and we continue to be in touch with the Black Environment Network, Islamic Relief, the Islamic Society of Great Britain, MADE and Oxfam.

Evaluations of OWW events reported activities involving several of our partner organisations, including Global Justice Now members and staff.

No preference dividends were paid. The directors do not recommend payment of a final dividend.

The trustees report was approved by the Board of Trustees.



I Wilson

Dated: 3/12/16

## ONE WORLD WEEK

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ONE WORLD WEEK

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I report on the accounts of the charity for the year ended 31 March 2016, which are set out on pages 8 to 19.

#### Respective responsibilities of trustees and examiner

The trustees, who are also the directors of One World Week for the purposes of company law, are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

#### Basis of independent examiner's report

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 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 next statement.

#### Independent examiner's statement

In connection with my examination, no other matter except that referred to in the previous paragraph has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

UHY Hacker Young

UHY Hacker Young

Lanyon House  
Mission Court  
Newport  
South Wales  
NP20 2DW  
United Kingdom

Dated: 19/12/2016

ONE WORLD WEEK

STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2016

	Notes	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
<b><u>Income from:</u></b>					
Donations and legacies	3	18,110	4,000	22,110	18,904
Investments	4	8	-	8	53
<b>Total income</b>		<u>18,118</u>	<u>4,000</u>	<u>22,118</u>	<u>18,957</u>
<b><u>Expenditure on:</u></b>					
Charitable activities	5	<u>13,586</u>	<u>667</u>	<u>14,253</u>	<u>25,866</u>
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<u>4,532</u>	<u>3,333</u>	<u>7,865</u>	<u>(6,909)</u>
<b><u>Reconciliation of funds:</u></b>					
Fund balances brought forward'		<u>13,182</u>	<u>-</u>	<u>13,182</u>	<u>20,091</u>
<b>Fund balances carried forward'</b>		<u>17,714</u>	<u>3,333</u>	<u>21,047</u>	<u>13,182</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.



ONE WORLD WEEK

BALANCE SHEET  
AS AT 31 MARCH 2016

	Notes	2016 £	£	2015 £	£
<b>Fixed assets</b>					
Tangible assets	9		325		434
<b>Current assets</b>					
Debtors	11	3,570		617	
Cash at bank and in hand		17,731		18,443	
		21,301		19,060	
<b>Creditors: amounts falling due within one year</b>		(579)		(6,312)	
Net current assets			20,722		12,748
<b>Total assets less current liabilities</b>			21,047		13,182
<b>Income funds</b>					
Restricted funds	13		3,333		-
<u>Unrestricted funds</u>					
Designated funds	15	8,057		-	
General unrestricted funds		9,657		13,182	
			17,714		13,182
<b>Total charity funds</b>			21,047		13,182

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2016. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The trustees responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The accounts were approved by the Trustees on 3/12/16

*Wilson*

I Wilson  
Trustee

Company Registration No. 04665250

ONE WORLD WEEK

STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 MARCH 2016

	Notes	2016 £	£	2015 £	£
<b>Cash flows from operating activities</b>					
Cash absorbed by operations	18		(720)		(3,559)
<b>Investing activities</b>					
Interest received		8		53	
<b>Net cash generated from investing activities</b>			8		53
<b>Net cash used in financing activities</b>			-		-
<b>Net decrease in cash and cash equivalents</b>			(712)		(3,506)
Cash and cash equivalents at beginning of year			18,443		21,949
<b>Cash and cash equivalents at end of year</b>			17,731		18,443

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016

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**1 Accounting policies**

**Charity information**

One World Week is a private company limited by guarantee incorporated in England and Wales. The registered office is 15 Bryngwyn Road, Newport, NP20 4JS.

**1.1 Accounting convention**

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

**1.2 Going concern**

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the next 12-18 months. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

**1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

**1.4 Incoming resources**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

**1.5 Resources expended**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

Expenditure on charitable activities includes the general costs undertaken to further the purposes of the charity and their associated support costs.



NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2016

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**1 Accounting policies**

(Continued)

**1.6 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	25% on reducing balance
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

**1.7 Impairment of fixed assets**

At each reporting end date, the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised immediately in income/(expenditure) for the year, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised immediately, unless the relevant asset is carried in at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

**1.8 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**1.9 Financial instruments**

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2016

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**1 Accounting policies**

**(Continued)**

**Basic financial assets**

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**

Basic financial liabilities, including creditors and bank loans 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.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations 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.

**Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

**1.10 Employee benefits**

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 charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

Income and expenses are included in the financial statements as they become receivable or due.

Expenses include VAT where applicable as the company cannot reclaim it.

**2 Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2016

3 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Donations and gifts	6,010	-	6,010	7,654
Grants	12,100	4,000	16,100	11,250
	<u>18,110</u>	<u>4,000</u>	<u>22,110</u>	<u>18,904</u>
<b>For the year ended 31 March 2015</b>	<u>18,904</u>	<u>-</u>		<u>18,904</u>
<b>Grants receivable for core activities</b>				
Catholic Agency for Overseas Development (CAFOD)	7,000	4,000	11,000	2,000
Family Trusts	5,100	-	5,100	5,250
World Development Movement Trust	-	-	-	3,000
Action Aid	-	-	-	1,000
	<u>12,100</u>	<u>4,000</u>	<u>16,100</u>	<u>11,250</u>

Unrestricted grant income was received to be spent in line with the charitable objectives.  
Restricted grant income was received for the revamping of the website.

4 Investments

	2016	2015
	£	£
UK deposit account interest	<u>8</u>	<u>53</u>



# ONE WORLD WEEK

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

### 5 Charitable activities

	2016 £	2015 £
Staff costs	5,456	12,519
Depreciation and impairment	109	145
Rent - operating leases	477	3,381
Rates and water	143	140
Insurance	461	582
Telephone and internet	40	455
Postage and stationery	351	208
Sundries	273	418
IT support and software	-	125
Web support and maintenance	4,363	4,416
Travel and subsistence	25	108
Meeting costs	52	132
Publicity	1,055	1,168
Recruitment	188	-
	<u>12,993</u>	<u>23,797</u>
Share of governance costs (see note 6)	<u>1,260</u>	<u>2,069</u>
	<u><u>14,253</u></u>	<u><u>25,866</u></u>

### 6 Support costs

	Support costs £	Governance costs £	2016 £	2015 £	Basis of allocation
Independent examination fees	-	500	500	955	Governance
Legal and professional	-	-	-	354	Governance
Accountancy and payroll service	-	309	309	427	Governance
Trustees expenses	-	451	451	333	Governance
	<u>-</u>	<u>1,260</u>	<u>1,260</u>	<u>2,069</u>	
	<u><u>-</u></u>	<u><u>1,260</u></u>	<u><u>1,260</u></u>	<u><u>2,069</u></u>	
Analysed between Charitable activities	-	1,260	1,260	2,069	
	<u><u>-</u></u>	<u><u>1,260</u></u>	<u><u>1,260</u></u>	<u><u>2,069</u></u>	

### 7 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but 2 of them were reimbursed a total of £333 travelling expenses (2015- 2 were reimbursed £225).

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2016

8 Employees

Number of employees

The average monthly number employees during the year was:

	2016 Number	2015 Number
Administration	1	1
<b>Employment costs</b>	<b>2016 £</b>	<b>2015 £</b>
Wages and salaries	5,301	12,519
Social security costs	155	-
	5,456	12,519

Included within wages and salaries is redundancy costs of £2,167 (2015: £nil) which were fully expended in the year. These costs have been incurred as a result of the charity having to making their only member of staff redundant due to lack of funding.

There were no employees whose annual remuneration was £60,000 or more.

9 Tangible fixed assets

	Computers £
<b>Cost</b>	
At 1 April 2015	3,092
At 31 March 2016	3,092
<b>Depreciation and impairment</b>	
At 1 April 2015	2,658
Depreciation charged in the year	109
At 31 March 2016	2,767
<b>Carrying amount</b>	
At 31 March 2016	325
At 31 March 2015	434

10 Financial instruments

	2016 £	2015 £
<b>Carrying amount of financial assets</b>		
Debt instruments measured at amortised cost	75	-

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2016

		(Continued)	
10	Financial instruments	2016	2015
	<b>Carrying amount of financial liabilities</b>		
	Measured at amortised cost	-	143
		=====	=====
11	Debtors	2016	2015
	<b>Amounts falling due within one year:</b>	<b>£</b>	<b>£</b>
	Prepayments and accrued income	3,570	617
		=====	=====
12	Deferred income	2016	2015
		<b>£</b>	<b>£</b>
	Arising from Grants	-	5,000
		=====	=====
		<b>2016</b>	<b>2015</b>
		<b>£</b>	<b>£</b>
	Deferred income at 1st April 2015	5,000	2,000
	Resources deferred in the year	-	5,000
	Amounts released from previous years	(5,000)	(2,000)
		=====	=====
	Deferred income at 31st March 2016	-	5,000
		=====	=====

Deferred income represents grant funding received which is to be used in the next accounting period.

### 13 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Balance at 31 March 2016
	Balance at 1 April 2015	Incoming resources	Resources expended	
	£	£	£	£
Catholic Agency For Overseas Development (CAFOD)	-	4,000	(4,000)	-
	=====	=====	=====	=====
	-	4,000	(4,000)	3,333
	=====	=====	=====	=====

Grant income from CAFOD was received for the revamping of the website.



# ONE WORLD WEEK

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

### 14 Unrestricted funds

These are unrestricted funds which are material to the charity's activities made up as follows:

	Balance at 1 April 2015 £	Movement in funds			Balance at 31 March 2016 £
		Incoming resources £	Resources expended £	Transfers £	
General fund	13,182	18,118	(13,669)	(8,057)	9,574
Designated	-	-	-	8,057	8,057
	<u>13,182</u>	<u>18,118</u>	<u>(13,669)</u>	<u>-</u>	<u>17,631</u>

### 15 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2015 £	Movement in funds			Balance at 31 March 2016 £
		Incoming resources £	Resources expended £	Transfers £	
Wind down costs	-	-	-	8,057	8,057
	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,057</u>	<u>8,057</u>

The amount designated relates to potential wind down costs to the charity if further funding is not obtained.

### 16 Analysis of net assets between funds

	£	£	Total £
Fund balances at 31 March 2016 are represented by:			
Tangible assets	325	-	325
Current assets/(liabilities)	20,722	-	20,722
	<u>21,047</u>	<u>-</u>	<u>21,047</u>

### 17 Related party transactions

There were no disclosable related party transactions during the year (2015- none).

ONE WORLD WEEK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2016

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<b>18</b>	<b>Cash generated from operations</b>	<b>2016</b>	<b>2015</b>
		<b>£</b>	<b>£</b>
	Surplus/(deficit) for the year	7,865	(6,909)
	Adjustments for:		
	Investment income recognised in profit or loss	(8)	(53)
	Depreciation and impairment of tangible fixed assets	109	144
	Movements in working capital:		
	(Increase)/decrease in debtors	(2,953)	140
	(Decrease)/increase in creditors	(733)	119
	(Decrease)/increase in deferred income	(5,000)	3,000
		<u>          </u>	<u>          </u>
	<b>Cash absorbed by operations</b>	<b>(720)</b>	<b>(3,559)</b>
		<u>          </u>	<u>          </u>

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