



27th ANNUAL GENERAL REPORT

17th July 2022 – 29th July 2023

Vision of the Panjabi Centre

- To build a cohesive identity for the Panjabi community and its integration within the UK culture

Mission of the Panjabi Centre

- To raise awareness of the Panjabi language and culture
- To disseminate information with the Panjabi community and between other cultures
- To build capacity within and for the Panjabi community to enable better performance within the UK cultures

Outcomes

- To become skilled, qualified and confident
- To take part in the democratic process
- To be involved in human rights issues



Charity No. 1065534



Company No. 3387854

ANNUAL GENERAL REPORT FROM 17TH July 2022 to 29th July 2023

Following the Covid lockdown, there was a reduction of presenters doing live shows, interviews & phone in discussions. However, there has been a marked improvement in more presenters coming to do these various programs. Our Sunday morning phone-in debate is back on air.

The number of our presenters doing live interviews has increased. We now have trained Sajjan, Veena & Jas to do live interviews.

We invited additional Doctors and Dentist to join our health programs on air. We are regularly doing programs on mental health and legal services once a month.

On 11th November 2022 and on 19th of May 2023, we celebrated Diwali and the Festival of Vaisakhi at the Monsoon Banqueting Hall, Southall. Both parties were attended by over 370 people.



Celebrating the festival of Vaisakhi, the harvest festival

Shabeel

The Shabeel event was held on the 16th of June 2023. This occasion is a thanksgiving ceremony to mark the Martyrdom of our King, Guru Arjan Sahib, by serving cold milk shakes and cold drinks to passersby in front of the Panjabi Centre. More than twelve volunteers prepared and served cold drinks, water, ice cream, milk shakes and snacks for the passersby children. Most of the children were coming from their schools on their way home. The event started around 11am and we continued to serve cold drinks until 5pm. The local business and community financially supported this event.



Young school children enjoying drinking Shabeel.

Festival of Teeyan



Festival of Teeyan
Celebration of Womanhood
ਤੀਆਂ ਦਾ ਤਿਉਹਾਰ



Dates for the event

22 July 2023 : from 2pm - 5pm
29 July 2023 : from 2pm - 5pm
05 August 2023 : from 2pm - 5pm
12 August 2023 - from 1pm - 6pm

Location

Norwood Hall Playing Fields,
(Entrance via Khalsa Primary School)
Norwood Green
Southall UB2 4LA

This event is for women and children only

Entrance is free

For more information contact us on
020 8574 9591

Organised by : The Panjabi Centre /
Desi Radio, 30 Sussex Road, Southall,
Middlesex, UB2 5EG

We commenced the Festival of Teeyan on Saturday 22nd July 2023, after a gap of three years due to Covid Lockdown. Over the period of the next three Saturdays, Teeyan will be celebrated at Norwood Hall Playing Fields. The organisation, Siri Guru Singh Sabha, Southall, supported this event by providing tea and snacks.



Celebration of the festival Teeyan

We have replaced all our music servers with new machines and the music was successfully transferred to the new servers.

The Panjabi Centre reception room has been repainted and the staircase area painted in the studio building. A new carpet has been installed in the broadcast studio. The Panjabi Centre premises have been refreshed and certain building repairs have been carried out. New Desi Radio signage has been replaced on the outside of the building.

We are in the process of training six new presenters this year.

Ofcom has advertised the Multiplex in West London. To apply for this license, City West Digital Ltd, a social enterprise company, has been registered. Paul Boon, Lawrence Galkoff, Ajit Khera and Usha Parmar are the directors of this company. The application was submitted to Ofcom on 27th June. We hope to obtain positive results for this competitive license by the end of this year.

With the help of a few outside volunteers, we have registered Desi Radio YouTube channel and have started editing and posting our past interviews with guests. We have a large collection of the interviews that we carried out live on Desi Radio. Our plan this year is to upload the interviews on YouTube. Our efforts have been intensified to place more content on Desi Radio Facebook and other Social Media platforms.

Our presenter Jas Supra is working with some new technical people to build a Desi Radio App.

Steve Buckley from Community Media Solutions Ltd prepared a report for the Panjabi Centre titled Desi Radio Business Health Check and made recommendations for improving the Governance and technical solutions for strengthening the Charity.

The following members of the Panjabi Center were elected:

Cllr Kamaljit Singh Dhindsa, Surjit Singh Malhi, Taranjit Chana and Keran Gill

Anthony Kendall became a director of the Panjabi Centre on 4th Oct 2003. He joined our team at a critical time. Following his advice, we were able to remove one of the Directors from the management team and restore harmony and the effective functioning of the Desi Radio management. Throughout the long period of his involvement with Desi Radio, Anthony played a key role in supporting us with matters relating to our management and with Ofcom, the regulator of Desi Radio. Anthony resigned as a director on 28th June 2023. The Panjabi Centre management team recognises the unstinting support, dedication, and the contribution he has made throughout these last twenty years, and we thank him for his guidance, commitment, and belief in promoting the aims and objectives of the Charity. He will be very much missed by us.

Ms. Amarjit K Khera, Chair
The Panjabi Centre
30 Sussex Road
Southall UB2 5EG

Tel: 0208 574 9591

Email: info@desiradio.org.uk

Website: www.desiradio.org.uk

Trustees/Directors of The Panjabi Centre:

Ms. Amarjit K Khera (Chair)

Mrs. Jain Sidhu (Secretary)

Mr Benjamin Schofield (Treasurer)

Mr Manjinder Chahal

Mr Ajit Singh Khera

Charity number: 1065534
Company number: 3387854

The Panjabi Centre Limited
(A company limited by guarantee)

Trustees' report and financial statements

For the year ended 31 March 2023

The Panjabi Centre Limited
(A company limited by guarantee)

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The Panjabi Centre Limited
(A company limited by guarantee)

Legal and administrative information

For the year ended 31 March 2023

Charity number 1065534

Company registration number 3387854

Registered office 30 Sussex Road
Southall
Middlesex
UB2 5EG

Trustees Amarjit Kaur Khera
Benjamin James Schofield (Treasurer)
A N Kendall
Manjinder Singh Chahal (Appointed)
Ajit Singh Khera (Appointed)

Secretary Mrs Jain Sidhu

Independent examiner Arvind Joshi
Levy + Partners Limited
Chartered Accountants
7-8 Ritz Parade
Western Avenue
London
W5 3RA

Bankers C A F Bank
25 Kings Hill
West Mailing
Kent
ME19 4JQ

The Panjabi Centre Limited
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)

For the year ended 31 March 2023

The trustees present their report and the financial statements for the year ended 31 March 2023. The trustees, who are also directors of The Panjabi Centre Limited for the purposes of company law and who served during the year and up to the date of this report are set out on page 1.

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 2015)

Structure, governance and management

The Panjabi Centre Limited was incorporated on 17 June 1997 as a private company limited by guarantee with the company number 3387854 and registered as the Charity on 6 November 1997 with registration number 1065534. The working name of the Charity is "The Panjabi Centre".

The charity's governing document is the Memorandum and Articles of Association, as amended by a special resolution dated 1 October 2005.

Objectives and activities

The principal activity of the charity is to promote education for the benefit of the public in all aspects of panjabi language, history and culture.

Achievements and performance

This year is the 19th anniversary of The Panjabi Centre and we have made substantial progress in terms of an increase in volunteers, radio listeners, customers and supporters of the Charity.

- We have successfully renewed our community radio licence with Ofcom for five years now runs until May 2019. We are already broadcasting on Desi Radio 1602AM since May 2002, 24 hours and seven days a week. The popularity of the radio increases and, advertising revenue is made up predominantly small local businesses.
- Our cultural activities, Jago, Tee-yan and Lohri (Punjabi folk dances for women and winter festivals) are celebrated with increasing numbers of participants each year.
- The revenue from social activities e.g. Dinner & Dance, Shabeel, Jago and general donations from the community have also increased.
- Media Training :- We also continue to offer weekend training for those people who are interested in presenting on Desi Radio, a modest charge is made and there are places for 10 people to participate.

The Board of Trustees and Members of the Centre have contributed their time and efforts to ensure the activities of the Centre comply with the aims and objectives of the Centre.

Financial review

During the financial year, efforts were made by the Charity to find funding with applications to Heritage lottery funding. We continue to work with London Borough of Ealing and other organisations in order to identifying funding streams.

The Panjabi Centre Limited
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)

For the year ended 31 March 2023

Statement of trustees' responsibilities

The trustees (who are also the directors of the charity for the purposes of company law) 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).

Company law 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 charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. 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 judgements 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 charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that 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 Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 415A of the Companies Act 2006.

On behalf of the board



Ajit Singh Khera

Chair / Trustee

15 November 2023

The Panjabi Centre Limited
(A company limited by guarantee)

Independent examiner's report to the trustees on the unaudited financial statements of The Panjabi Centre Limited.

For the year ended 31 March 2023

I report to the charity trustees on my examination of the accounts of The Panjabi Centre Limited for the year ended 31 March 2023, which are set out on pages 2 to 13.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's report

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those accounting records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Arvind Joshi
Levy + Partners Limited
Chartered Accountants
7-8 Ritz Parade
Western Avenue
London
W5 3RA

Date: 15 November 2023

The Panjabi Centre Limited
(A company limited by guarantee)

Statement of financial activities (incorporating the income and expenditure account)

For the year ended 31 March 2023

| | Notes | Unrestricted funds £ | 2023 Total £ | 2022 Total £ |
|---|-------|----------------------------|--------------------|--------------------|
| Incoming resources | | | | |
| Incoming resources from generating funds: | | | | |
| Voluntary income | 2 | 23,863 | 23,863 | 70,561 |
| Activities for generating funds | 3 | 109,467 | 109,467 | 77,903 |
| Investment income | 4 | 2,669 | 2,669 | 70 |
| Total incoming resources | | <u>135,999</u> | <u>135,999</u> | <u>148,534</u> |
| Resources expended | | | | |
| Charitable activities | 5 | 165,473 | 165,473 | 170,305 |
| Total resources expended | | <u>165,473</u> | <u>165,473</u> | <u>170,305</u> |
| Net incoming/(outgoing) resources for the year / | | | | |
| Net income/(expenditure) for the year | | (29,474) | (29,474) | (21,771) |
| Total funds brought forward | | | | |
| | | <u>258,749</u> | <u>258,749</u> | <u>280,520</u> |
| Total funds carried forward | | <u>229,275</u> | <u>229,275</u> | <u>258,749</u> |

The notes on pages 8 to 13 form an integral part of these financial statements.

The Panjabi Centre Limited
(A company limited by guarantee)

Balance sheet

As at 31 March 2023

| | Notes | £ | 2023 £ | £ | 2022 £ |
|---|-------|----------------|----------------|----------------|----------------|
| Fixed assets | | | | | |
| Tangible assets | 11 | | 11,387 | | 14,234 |
| Current assets | | | | | |
| Debtors | 12 | 37,598 | | 39,145 | |
| Cash at bank and in hand | | 374,739 | | 399,008 | |
| | | <u>412,337</u> | | <u>438,153</u> | |
| Creditors: amounts falling due within one year | 13 | (194,449) | | (193,638) | |
| Net current assets | | | <u>217,888</u> | | <u>244,515</u> |
| Net assets | | | <u>229,275</u> | | <u>258,749</u> |
| Funds | 14 | | | | |
| Unrestricted income funds | | | <u>229,275</u> | | <u>258,749</u> |
| Total funds | | | <u>229,275</u> | | <u>258,749</u> |

The Balance Sheet continues on the following page.

The notes on pages 8 to 13 form an integral part of these financial statements.

The Panjabi Centre Limited
(A company limited by guarantee)

Balance sheet (continued)

Trustees statements required by the Companies Act 2006
For the year ended 31 March 2023

In approving these financial statements as trustees of the company we hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by section 477 of the Companies Act 2006 ;

(b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 March 2023.

(c) that we acknowledge our responsibilities for:

(1) ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act 2006, and

(2) preparing financial statements 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 profit or loss for the year then ended in accordance with the requirements of sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the board on 15 November 2023 and signed on its behalf by



Ajit Singh Khara
Chair / Trustee

The notes on pages 8 to 13 form an integral part of these financial statements.

The Panjabi Centre Limited
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. Basis of accounting

The financial statements 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 Charities Act 2011 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.

1.2. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the year in which they are receivable.

Income from the charity shop is included in the year in which it is receivable.

Income from investments is included in the year in which it is receivable.

1.3. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shop.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

The Panjabi Centre Limited
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2023

1.4. Research and development

Research expenditure is written off to the profit and loss account in the year in which it is incurred.

1.5. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Plant and machinery - 20% reducing balance basis

1.6. Defined contribution pension schemes

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

1.7. Going concern

The financial statements have been prepared on the assumption that the charity is able to carry on business as a going concern, which the trustees consider appropriate having regard to the circumstances.

2. Voluntary income

| | Unrestricted funds £ | 2023 Total £ | 2022 Total £ |
|------------------------|----------------------------|--------------------|--------------------|
| Donations | 23,863 | 23,863 | 44,905 |
| Grants receivable CJRS | - | - | 25,656 |
| | <u>23,863</u> | <u>23,863</u> | <u>70,561</u> |

3. Activities for generating funds

| | Unrestricted funds £ | 2023 Total £ | 2022 Total £ |
|-------------------|----------------------------|--------------------|--------------------|
| Advertising sales | 109,467 | 109,467 | 77,903 |
| | <u>109,467</u> | <u>109,467</u> | <u>77,903</u> |

4. Investment income

| | Unrestricted funds £ | 2023 Total £ | 2022 Total £ |
|---------------------------|----------------------------|--------------------|--------------------|
| Income from UK investment | 2,669 | 2,669 | 70 |
| | <u>2,669</u> | <u>2,669</u> | <u>70</u> |

The Panjabi Centre Limited
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2023

5. Costs of charitable activities - by fund type

| | Unrestricted funds £ | 2023 Total £ | 2022 Total £ |
|---|-------------------------------------|-----------------------------|-----------------------------|
| Wages & Salaries | 69,160 | 69,160 | 63,461 |
| Employer's NIC | 1,102 | 1,102 | - |
| Activity2 - Support - Staff - Pension costs | 2,028 | 2,028 | 1,567 |
| Staff welfare | 140 | 140 | 345 |
| Rent and rates | 14,853 | 14,853 | 13,983 |
| Light & heat | 3,506 | 3,506 | 3,540 |
| Repair & maintenance | 2,561 | 2,561 | 883 |
| Insurance | 2,472 | 2,472 | - |
| Cleaning | 900 | 900 | 873 |
| General expense | 117 | 117 | 944 |
| Entertainment expense | 300 | 300 | - |
| Accountancy | 1,720 | 1,720 | 1,720 |
| Legal and professional | 266 | 266 | 446 |
| Telephone | 293 | 293 | 6,555 |
| Printing, postage and stationery | 514 | 514 | 363 |
| Bank charges | 87 | 87 | 100 |
| Subscriptions | 3,619 | 3,619 | 2,248 |
| Activity2 - Support - Depreciation & impairment | 2,847 | 2,847 | 3,558 |
| Cost of fund raising | 797 | 797 | 350 |
| Transmission costs | 58,191 | 58,191 | 69,369 |
| | <u>165,473</u> | <u>165,473</u> | <u>170,305</u> |

6. Costs of charitable activities - by activity

| | Support costs £ | 2023 Total £ | 2022 Total £ |
|----------------------|--------------------------------|-----------------------------|-----------------------------|
| Cost of fund raising | 107,282 | 107,282 | 100,936 |
| Transmission costs | 58,191 | 58,191 | 69,369 |
| | <u>165,473</u> | <u>165,473</u> | <u>170,305</u> |

The Panjabi Centre Limited
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2023

7. Net outgoing resources for the year

| | 2023 | 2022 |
|--|--------------|--------------|
| | £ | £ |
| Net outgoing resources is stated after charging: | | |
| Depreciation and other amounts written off tangible fixed assets | 2,847 | 3,558 |
| | <u>2,847</u> | <u>3,558</u> |

8. Employees

| Employment costs | 2023 | 2022 |
|-------------------------|---------------|---------------|
| | £ | £ |
| Wages and salaries | 69,160 | 63,461 |
| Social security costs | 1,102 | - |
| Pension costs | 2,028 | 1,567 |
| Other costs | 140 | 345 |
| | <u>72,430</u> | <u>65,373</u> |

No employee received emoluments of more than £60,000 (2022 : None).

Number of employees

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows:

| 2023 | 2022 |
|---------------|---------------|
| Number | Number |
| <u>5</u> | <u>5</u> |

9. Pension costs

The company operates a defined contribution pension scheme in respect of the employees. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and was as follows:

| | 2023 | 2022 |
|----------------|--------------|--------------|
| | £ | £ |
| Pension charge | 2,028 | 1,567 |
| | <u>2,028</u> | <u>1,567</u> |

10. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Section 478 of the Corporation Tax Act 2010. Accordingly, there is no taxation charge in these accounts.

The Panjabi Centre Limited
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2023

11. Tangible fixed assets

| | Plant and machinery £ | Total £ |
|---|--------------------------------------|--------------------|
| Cost | | |
| At 1 April 2022 and At 31 March 2023 | 117,229 | 117,229 |
| Depreciation | | |
| At 1 April 2022 | 102,996 | 102,996 |
| Charge for the year | 2,847 | 2,847 |
| At 31 March 2023 | 105,843 | 105,843 |
| Net book values | | |
| At 31 March 2023 | 11,386 | 11,386 |
| At 31 March 2022 | 14,233 | 14,233 |

12. Debtors

| | 2023 £ | 2022 £ |
|---------------|-------------------|-------------------|
| Trade debtors | 33,823 | 35,370 |
| Other debtors | 3,775 | 3,775 |
| | 37,598 | 39,145 |

**13. Creditors: amounts falling due
within one year**

| | 2023 £ | 2022 £ |
|------------------------------------|-------------------|-------------------|
| Trade creditors | 2,844 | 2,844 |
| Amounts owed to group undertakings | 1,185 | 1,185 |
| Other taxes and social security | 7,447 | 7,862 |
| Other creditors | 5,541 | 4,325 |
| Accruals and deferred income | 177,432 | 177,422 |
| | 194,449 | 193,638 |

The Panjabi Centre Limited
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2023

14. Analysis of net assets between funds

| | Unrestricted funds £ | Total funds £ |
|---|-------------------------------------|------------------------------|
| Fund balances at 31 March 2023 as represented by: | | |
| Tangible fixed assets | 11,387 | 11,387 |
| Current assets | 412,337 | 412,337 |
| Current liabilities | <u>(194,449)</u> | <u>(194,449)</u> |
| | <u>229,275</u> | <u>229,275</u> |

15. Unrestricted funds

| | At 1 April 2022 £ | Incoming resources £ | Outgoing resources £ | At 31 March 2023 £ |
|--------------------|--------------------------------------|-------------------------------------|-------------------------------------|---------------------------------------|
| Unrestricted Funds | <u>258,749</u> | <u>135,999</u> | <u>(165,473)</u> | <u>229,275</u> |

16. Company limited by guarantee

The Panjabi Centre Limited is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

Charity number: 1065534
Company number: 3387854

The Panjabi Centre Limited
(A company limited by guarantee)

Trustees' report and financial statements

For the year ended 31 March 2023

The Panjabi Centre Limited
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Company registration number 3387854

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UB2 5EG

Trustees Amarjit Kaur Khera
Benjamin James Schofield (Treasurer)
A N Kendall
Manjinder Singh Chahal (Appointed)
Ajit Singh Khera (Appointed)

Secretary Mrs Jain Sidhu

Independent examiner Arvind Joshi
Levy + Partners Limited
Chartered Accountants
7-8 Ritz Parade
Western Avenue
London
W5 3RA

Bankers C A F Bank
25 Kings Hill
West Mailing
Kent
ME19 4JQ

The Panjabi Centre Limited
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This year is the 19th anniversary of The Panjabi Centre and we have made substantial progress in terms of an increase in volunteers, radio listeners, customers and supporters of the Charity.

- We have successfully renewed our community radio licence with Ofcom for five years now runs until May 2019. We are already broadcasting on Desi Radio 1602AM since May 2002, 24 hours and seven days a week. The popularity of the radio increases and, advertising revenue is made up predominantly small local businesses.
- Our cultural activities, Jago, Tee-yan and Lohri (Punjabi folk dances for women and winter festivals) are celebrated with increasing numbers of participants each year.
- The revenue from social activities e.g. Dinner & Dance, Shabeel, Jago and general donations from the community have also increased.
- Media Training :- We also continue to offer weekend training for those people who are interested in presenting on Desi Radio, a modest charge is made and there are places for 10 people to participate.

The Board of Trustees and Members of the Centre have contributed their time and efforts to ensure the activities of the Centre comply with the aims and objectives of the Centre.

Financial review

During the financial year, efforts were made by the Charity to find funding with applications to Heritage lottery funding. We continue to work with London Borough of Ealing and other organisations in order to identifying funding streams.

The Panjabi Centre Limited
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)

For the year ended 31 March 2023

Statement of trustees' responsibilities

The trustees (who are also the directors of the charity for the purposes of company law) 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).

Company law 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 charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. 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 judgements 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 charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that 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 Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 415A of the Companies Act 2006.

On behalf of the board



Ajit Singh Khera

Chair / Trustee

15 November 2023

The Panjabi Centre Limited
(A company limited by guarantee)

Independent examiner's report to the trustees on the unaudited financial statements of The Panjabi Centre Limited.

For the year ended 31 March 2023

I report to the charity trustees on my examination of the accounts of The Panjabi Centre Limited for the year ended 31 March 2023, which are set out on pages 2 to 13.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's report

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those accounting records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Arvind Joshi
Levy + Partners Limited
Chartered Accountants
7-8 Ritz Parade
Western Avenue
London
W5 3RA

Date: 15 November 2023

The Panjabi Centre Limited
(A company limited by guarantee)

Statement of financial activities (incorporating the income and expenditure account)

For the year ended 31 March 2023

| | Notes | Unrestricted funds £ | 2023 Total £ | 2022 Total £ |
|---|-------|----------------------------|--------------------|--------------------|
| Incoming resources | | | | |
| Incoming resources from generating funds: | | | | |
| Voluntary income | 2 | 23,863 | 23,863 | 70,561 |
| Activities for generating funds | 3 | 109,467 | 109,467 | 77,903 |
| Investment income | 4 | 2,669 | 2,669 | 70 |
| Total incoming resources | | <u>135,999</u> | <u>135,999</u> | <u>148,534</u> |
| Resources expended | | | | |
| Charitable activities | 5 | 165,473 | 165,473 | 170,305 |
| Total resources expended | | <u>165,473</u> | <u>165,473</u> | <u>170,305</u> |
| Net incoming/(outgoing) resources for the year / | | | | |
| Net income/(expenditure) for the year | | (29,474) | (29,474) | (21,771) |
| Total funds brought forward | | | | |
| | | <u>258,749</u> | <u>258,749</u> | <u>280,520</u> |
| Total funds carried forward | | <u>229,275</u> | <u>229,275</u> | <u>258,749</u> |

The notes on pages 8 to 13 form an integral part of these financial statements.

The Panjabi Centre Limited
(A company limited by guarantee)

Balance sheet

As at 31 March 2023

| | Notes | £ | 2023 £ | £ | 2022 £ |
|---|-------|----------------|----------------|----------------|----------------|
| Fixed assets | | | | | |
| Tangible assets | 11 | | 11,387 | | 14,234 |
| Current assets | | | | | |
| Debtors | 12 | 37,598 | | 39,145 | |
| Cash at bank and in hand | | 374,739 | | 399,008 | |
| | | <u>412,337</u> | | <u>438,153</u> | |
| Creditors: amounts falling due within one year | 13 | (194,449) | | (193,638) | |
| Net current assets | | | <u>217,888</u> | | <u>244,515</u> |
| Net assets | | | <u>229,275</u> | | <u>258,749</u> |
| Funds | 14 | | | | |
| Unrestricted income funds | | | <u>229,275</u> | | <u>258,749</u> |
| Total funds | | | <u>229,275</u> | | <u>258,749</u> |

The Balance Sheet continues on the following page.

The notes on pages 8 to 13 form an integral part of these financial statements.

The Panjabi Centre Limited
(A company limited by guarantee)

Balance sheet (continued)

Trustees statements required by the Companies Act 2006
For the year ended 31 March 2023

In approving these financial statements as trustees of the company we hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by section 477 of the Companies Act 2006 ;

(b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 March 2023.

(c) that we acknowledge our responsibilities for:

(1) ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act 2006, and

(2) preparing financial statements 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 profit or loss for the year then ended in accordance with the requirements of sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the board on 15 November 2023 and signed on its behalf by



Ajit Singh Khara
Chair / Trustee

The notes on pages 8 to 13 form an integral part of these financial statements.

The Panjabi Centre Limited
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. Basis of accounting

The financial statements 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 Charities Act 2011 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.

1.2. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the year in which they are receivable.

Income from the charity shop is included in the year in which it is receivable.

Income from investments is included in the year in which it is receivable.

1.3. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shop.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

The Panjabi Centre Limited
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2023

1.4. Research and development

Research expenditure is written off to the profit and loss account in the year in which it is incurred.

1.5. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Plant and machinery - 20% reducing balance basis

1.6. Defined contribution pension schemes

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

1.7. Going concern

The financial statements have been prepared on the assumption that the charity is able to carry on business as a going concern, which the trustees consider appropriate having regard to the circumstances.

2. Voluntary income

| | Unrestricted funds £ | 2023 Total £ | 2022 Total £ |
|------------------------|----------------------------|--------------------|--------------------|
| Donations | 23,863 | 23,863 | 44,905 |
| Grants receivable CJRS | - | - | 25,656 |
| | <u>23,863</u> | <u>23,863</u> | <u>70,561</u> |

3. Activities for generating funds

| | Unrestricted funds £ | 2023 Total £ | 2022 Total £ |
|-------------------|----------------------------|--------------------|--------------------|
| Advertising sales | 109,467 | 109,467 | 77,903 |
| | <u>109,467</u> | <u>109,467</u> | <u>77,903</u> |

4. Investment income

| | Unrestricted funds £ | 2023 Total £ | 2022 Total £ |
|---------------------------|----------------------------|--------------------|--------------------|
| Income from UK investment | 2,669 | 2,669 | 70 |
| | <u>2,669</u> | <u>2,669</u> | <u>70</u> |

The Panjabi Centre Limited
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2023

5. Costs of charitable activities - by fund type

| | Unrestricted funds £ | 2023 Total £ | 2022 Total £ |
|---|-------------------------------------|-----------------------------|-----------------------------|
| Wages & Salaries | 69,160 | 69,160 | 63,461 |
| Employer's NIC | 1,102 | 1,102 | - |
| Activity2 - Support - Staff - Pension costs | 2,028 | 2,028 | 1,567 |
| Staff welfare | 140 | 140 | 345 |
| Rent and rates | 14,853 | 14,853 | 13,983 |
| Light & heat | 3,506 | 3,506 | 3,540 |
| Repair & maintenance | 2,561 | 2,561 | 883 |
| Insurance | 2,472 | 2,472 | - |
| Cleaning | 900 | 900 | 873 |
| General expense | 117 | 117 | 944 |
| Entertainment expense | 300 | 300 | - |
| Accountancy | 1,720 | 1,720 | 1,720 |
| Legal and professional | 266 | 266 | 446 |
| Telephone | 293 | 293 | 6,555 |
| Printing, postage and stationery | 514 | 514 | 363 |
| Bank charges | 87 | 87 | 100 |
| Subscriptions | 3,619 | 3,619 | 2,248 |
| Activity2 - Support - Depreciation & impairment | 2,847 | 2,847 | 3,558 |
| Cost of fund raising | 797 | 797 | 350 |
| Transmission costs | 58,191 | 58,191 | 69,369 |
| | <u>165,473</u> | <u>165,473</u> | <u>170,305</u> |

6. Costs of charitable activities - by activity

| | Support costs £ | 2023 Total £ | 2022 Total £ |
|----------------------|--------------------------------|-----------------------------|-----------------------------|
| Cost of fund raising | 107,282 | 107,282 | 100,936 |
| Transmission costs | 58,191 | 58,191 | 69,369 |
| | <u>165,473</u> | <u>165,473</u> | <u>170,305</u> |

The Panjabi Centre Limited
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2023

7. Net outgoing resources for the year

| | 2023 | 2022 |
|--|--------------|--------------|
| | £ | £ |
| Net outgoing resources is stated after charging: | | |
| Depreciation and other amounts written off tangible fixed assets | 2,847 | 3,558 |
| | <u>2,847</u> | <u>3,558</u> |

8. Employees

| Employment costs | 2023 | 2022 |
|-------------------------|---------------|---------------|
| | £ | £ |
| Wages and salaries | 69,160 | 63,461 |
| Social security costs | 1,102 | - |
| Pension costs | 2,028 | 1,567 |
| Other costs | 140 | 345 |
| | <u>72,430</u> | <u>65,373</u> |

No employee received emoluments of more than £60,000 (2022 : None).

Number of employees

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows:

| 2023 | 2022 |
|---------------|---------------|
| Number | Number |
| <u>5</u> | <u>5</u> |

9. Pension costs

The company operates a defined contribution pension scheme in respect of the employees. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and was as follows:

| | 2023 | 2022 |
|----------------|--------------|--------------|
| | £ | £ |
| Pension charge | 2,028 | 1,567 |
| | <u>2,028</u> | <u>1,567</u> |

10. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Section 478 of the Corporation Tax Act 2010. Accordingly, there is no taxation charge in these accounts.

The Panjabi Centre Limited
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2023

11. Tangible fixed assets

| | Plant and machinery £ | Total £ |
|---|--------------------------------------|--------------------|
| Cost | | |
| At 1 April 2022 and At 31 March 2023 | 117,229 | 117,229 |
| Depreciation | | |
| At 1 April 2022 | 102,996 | 102,996 |
| Charge for the year | 2,847 | 2,847 |
| At 31 March 2023 | 105,843 | 105,843 |
| Net book values | | |
| At 31 March 2023 | 11,386 | 11,386 |
| At 31 March 2022 | 14,233 | 14,233 |

12. Debtors

| | 2023 £ | 2022 £ |
|---------------|-------------------|-------------------|
| Trade debtors | 33,823 | 35,370 |
| Other debtors | 3,775 | 3,775 |
| | 37,598 | 39,145 |

**13. Creditors: amounts falling due
within one year**

| | 2023 £ | 2022 £ |
|------------------------------------|-------------------|-------------------|
| Trade creditors | 2,844 | 2,844 |
| Amounts owed to group undertakings | 1,185 | 1,185 |
| Other taxes and social security | 7,447 | 7,862 |
| Other creditors | 5,541 | 4,325 |
| Accruals and deferred income | 177,432 | 177,422 |
| | 194,449 | 193,638 |

The Panjabi Centre Limited
(A company limited by guarantee)

Notes to the financial statements

For the year ended 31 March 2023

14. Analysis of net assets between funds

| | Unrestricted funds £ | Total funds £ |
|---|-------------------------------------|------------------------------|
| Fund balances at 31 March 2023 as represented by: | | |
| Tangible fixed assets | 11,387 | 11,387 |
| Current assets | 412,337 | 412,337 |
| Current liabilities | <u>(194,449)</u> | <u>(194,449)</u> |
| | <u>229,275</u> | <u>229,275</u> |

15. Unrestricted funds

| | At 1 April 2022 £ | Incoming resources £ | Outgoing resources £ | At 31 March 2023 £ |
|--------------------|--------------------------------------|-------------------------------------|-------------------------------------|---------------------------------------|
| Unrestricted Funds | <u>258,749</u> | <u>135,999</u> | <u>(165,473)</u> | <u>229,275</u> |

16. Company limited by guarantee

The Panjabi Centre Limited is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.