

OVERSEAS CHINESE ASSOCIATION
(South West Region)
Annual Report and Financial Statements
Legal and administrative information

Status

Overseas Chinese Association (South West Region) ('OCA') is an unincorporated charitable association, governed by a written constitution adopted in August 1997.

Trustees and management committee

Members of the OCA management committee are elected at the AGM on a two-year term of office. Last election took place on 3 December 2023. The committee comprises of.

Raymond Wong	Chair
Amelia Leung	Vice Chair & Secretary
Tai Wah Yuen	Deputy Chair (appointed on 21 August 2024)
Kam Chuen Lee	Treasurer
Kuen Sin	Convenor
Kin Wai Cheung	Head of Chinese Language School
Chi Hung Wong	representative of Elderly People's Club

plus 28 management committee members

Registered charity number	1068751
Registered office address	15 Lower Ashley Road, St Agnes, Bristol BS2 9QA
Registered email address	info@ocasw.org.uk
Bankers	National Westminster Bank plc
Independent Examiner & Accountant	AL Accounting Solutions Chartered Certified Accountants 21A Brighton Road South Croydon Surrey CR2 6EA

OVERSEAS CHINESE ASSOCIATION
Annual Report and Financial Statements
for the year ended 31ST MARCH 2025
Trustees' Report

Structure, governance and management

Overseas Chinese Association (South West Region) ('OCA') is an unincorporated charitable association, governed by a written constitution adopted in August 1997. Members of the OCA management committee are elected at the AGM on a two-year term of office. Additional committee members may be co-opted to the management committee during the year. The committee meets regularly at approximately 6-8 week intervals during the year.

Principal objectives and activities

The association is established to provide facilities for the promotion of the well-being of the people of Chinese origin and their family members in the Bristol and South West area and, in particular, for solving the difficulties caused by language, social and cultural barriers and for the social integration of the people in the Chinese and larger community. Our main objectives in the current year are to: 1) *Continue monitoring our rental income and the repair state of the property.* 2) *Restart the Sunday Chinese Language School as well as to find additional funding for the School.* 3) *Increase membership numbers.* 4) *Recruit additional volunteers.* 5) *Extend the range of services.* 6) *Attract external funding.*

Members

Membership is open to people of Chinese origins living in the Bristol or South West area who subscribe to our aims and objectives. Membership fee is payable annually and is due on 1 January. At present membership fee is set at £10 per annum. We hope to attract more members particularly from new migrants into the area and from the younger generation. Membership details are kept in a register which is regularly updated by our administrative staff.

Management committee (trustee board)

The OCA is governed by the management committee, also known as the trustee board, the members of which are elected once every two years at the Annual General Meeting.

Trustees- The association owns the freehold property at 9-15 Lower Ashley Road, St Agnes, Bristol BS2 9QA. The property is held on behalf of the association by the Charity Commission and the following persons are also appointed Property Trustees: Wan Loi Wong, Wah Kwan Wong, Ameila Leung & Kam Chuen Lee.

Staff - We have two part-time administrative staff. They work approximately a total of 35 hours per week on a paid job-share basis. They provide operational support for the management committee, association activities, Chinese Language School and Elderly People's Club. We hope that we would be able to increase our staff working hours to commensurate with the anticipated increase of our future activities.

Annual General Meeting and general elections of the Association

The Management Committee members and office holders are elected bi-annually at our Annual General Meeting. At present there are 35 committee members, out of which 7 are office holders and 4 are appointed property trustees.

Financial review

o Reserves and investment policies

During the year the management committee has continued using the banking facilities with National Westminster Bank. As the association's reserves are limited and all funds held by the association earn interest tied to the bank's base rate, the management committee does not have an investment policy at present. It will review both this and the reserves policy when the association's reserves increase. The free reserves as at the year-end are available cash funds net of short term liabilities.

The committee has decided that the association should maintain reserves of at least £10,000 at any one time as part of the association's contingency management. The amount will be subject to regular reviews according to any material changes in the circumstances affecting the association.

OVERSEAS CHINESE ASSOCIATION
Annual Report and Financial Statements
for the year ended 31ST MARCH 2025
Trustees' Report

Financial review contd..

o Risk assessment

The management committee does not believe the association is subject to any substantial risks beyond the liabilities disclosed in the financial statements. The association owns the freehold property at 9-15 Lower Ashley Road. It holds building and contents insurance policies as well as trustee indemnity insurance policy and employers' liability insurance.

A Child Protection Policy has been adopted in line with the requirements of funders where activities involve children and/or vulnerable young adults. The committee wishes to formalise the recruitment process of volunteer teachers of the Chinese classes at the school and to continue the adoption of Criminal Records Bureau checks for all volunteers who would work with children at our school on a regular basis.

Trustees' declaration

Accounting and reporting responsibilities

In addition to the monthly income and expenditure statements prepared by our administrative staff and the Treasurer, the management committee is responsible for preparing financial statements for each financial year, which gives a true and fair view of the association's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the management committee should follow best practice and:

- * select suitable accounting policies and then apply them consistently;
- * make judgement and estimates that are reasonable and prudent;
- * state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- * prepare the financial statements on a going concern basis unless it is inappropriate to presume that the association will continue in operation.

The management committee is responsible for:

- * keeping accounting records which disclose with reasonable accuracy at any time the financial position of the association and enable the management committee to ensure that the annual financial statements comply with the Charities Acts; and
- * safeguarding the association assets and for taking reasonable steps for prevention and detection of fraud and other irregularities.

Signed.....
Raymond Wong
Chairperson

Signed.....
Kam Chuen Lee
Treasurer

**OVERSEAS CHINESE ASSOCIATION
(South West Region)
Annual Report and Financial Statements
Independent Examiner's Report to the Trustees
for the year ended 31ST MARCH 2025**

I report to the trustees on my examination of the accounts of the above charity for the above period.

Responsibilities and basis of report:

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement:

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- * the accounting records were not kept in accordance with section 130 of the Charities Act; or
- * the accounts did not accord with the accounting records; or
- * the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Alhassan Bangura FCCA
AL Accounting Solutions
Chartered Certified Accountants
21A Brighton Road
South Croydon
Surrey
CR2 6EA

Date.....

OVERSEAS CHINESE ASSOCIATION

(South West Region)

Annual Report and Financial Statements

Overall Statement of Financial Activities (including Income and Expenditure Account)

for the year ended 31ST MARCH 2025

	Notes	Unrestricted Funds £	Endowment Funds £	2025 Total £	2024 Total £
Incoming resources:					
<i>Incoming resources from generated funds</i>					
Gross takings from events		12,201	-	12,201	13,457
Donations received		5,907	-	5,907	1,650
Investment income		464	-	464	124
<i>Incoming resources from charitable activities</i>					
Subscriptions and fees		1,560	-	1,560	790
Rental income		-	54,179	54,179	41,760
Total Incoming resources		20,132	54,179	74,311	57,781
Resources Expended:					
Costs of generating funds					
Payment for events		26,644	-	26,644	20,616
Telephone & internet		1,096	-	1,096	925
Sundry expenses		553	-	553	791
Premises expenses		-	665	665	10,877
Repairs & renewals		-	18,178	18,178	13,206
Member services & travelling		-	-	-	3,290
Printing, postage & stationery		63	-	63	384
Donations, books & prizes		-	-	-	657
Salaries & wages		26,352	-	26,352	21,986
Insurance & Subscription		-	5,887	5,887	4,770
Depreciation		313	8,527	8,840	8,847
Legal & professional fee		2,514	-	2,514	2,233
Governance cost	6	540		540	540
Total Resources Expended		58,075	33,257	91,332	89,122
Net incoming resources		(37,943)	20,922	(17,021)	(31,341)
Opening funds		61,719	221,376	283,095	293,760
Closing funds		23,776	242,298	266,074	262,419

OVERSEAS CHINESE ASSOCIATION
(South West Region)
Annual Report and Financial Statements
Overall Balance Sheet as at 31ST MARCH 2025

	Notes	Unrestricted Funds £	Endowment Funds £	2025 Total £	2024 Total £
Fixed assets					
Tangible Fixed Asset	2	1,222	115,751	116,973	121,997
Investments	2	-	98,717	98,717	102,047
Total Fixed Asset		1,222	214,468	215,690	224,044
Current assets					
Debtors	3	16,057	-	16,057	16,057
Cash at bank and in hand		63,566	-	63,566	69,005
Total current assets		79,623	-	79,623	85,062
Creditors:					
Amounts falling due within one year	4	(13,296)	-	(13,296)	(10,068)
Creditors:					
Amounts falling due after one year	5	-	(15,943)	(15,943)	(15,943)
Net assets		67,549	198,525	266,074	283,095
Funds of the charity					
Opening funds		61,719	221,376	283,095	293,760
Incoming resources		20,132	54,179	74,311	57,781
Outgoing resources		(58,075)	(33,257)	(91,332)	(89,122)
		23,776	242,298	266,074	262,419
Grant reserves - equipment		-	-	-	20,676
Closing Funds		23,776	242,298	266,074	283,095

The schedules and notes on pages 7 to 13 form part of these financial statements

These financial statements were approved by the trustees on 2 January 2025 and signed on their behalf by:

Signed.....
Raymond Wong
Chairperson

Signed.....
Kam Chuen Lee
Treasurer

OVERSEAS CHINESE ASSOCIATION
(South West Region)
Annual Report and Financial Statements
Notes forming part of the financial statements
for the year ended 31ST MARCH 2025

1. Accounting policies

a) The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

b) Grants and income are included in full in the Statement of Financial Activities in the year in which they are receivable, except as follows:

- i) When funds must be used in future accounting periods, the income is then deferred until those periods.
- ii) When funders impose conditions which have to be fulfilled before the charity becomes entitled to the income, as such the income is deferred until after the pre-condition is met.

c) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

d) Unrestricted funds are members subscriptions, donations and other incoming resources received for the objects of the charity without further specified purpose and are available as general funds.

e) Endowment funds are held with respect to freehold property at 9-15 Lower Ashley Road, St Agnes, Bristol. Property related expenditures including the depreciation charge on tangible assets, building insurance, repairs and maintenance costs have been allocated against the endowment funds.

2. Tangible fixed assets

	Freehold Property	Freehold Investments	FF& Eqpt Association	FF& Eqpt EPC	TOTAL
	£	£	£	£	£
Cost:					
As at 01-Apr-2024	249,041	166,521	16,202	35,530	467,294
Addition	-	-	486	-	486
As at 31ST MARCH 2025	<u>249,041</u>	<u>166,521</u>	<u>16,688</u>	<u>35,530</u>	<u>467,780</u>
Depreciation:					
As at 01-Apr-2024	130,084	64,474	15,250	33,442	243,250
Charge	4,981	3,330	216	313	8,840
As at 31ST MARCH 2025	<u>135,065</u>	<u>67,804</u>	<u>15,466</u>	<u>33,755</u>	<u>252,090</u>
Net Book Value:					
As at 31ST MARCH 2025	<u>113,976</u>	<u>98,717</u>	<u>1,222</u>	<u>1,775</u>	<u>215,690</u>
As at 01-Apr-2024	<u>118,957</u>	<u>102,047</u>	<u>952</u>	<u>2,088</u>	<u>224,044</u>

OVERSEAS CHINESE ASSOCIATION
(South West Region)
Annual Report and Financial Statements
Notes forming part of the financial statements
for the year ended 31ST MARCH 2025

3. Debtors	2025	2024
	£	£
The Association intra-balance with Chinese school	15,943	15,943
Other debtors and prepayments	114	114
	<hr/>	<hr/>
	16,057	16,057
	<hr/>	<hr/>
4. Creditors:	2025	2024
<i>Amount falling due within one year</i>	£	£
Deferred income	11,185	9,067
Accruals	1,620	540
Tax & National Insurance unpaid	491	96
Salaies unpaid	-	365
	<hr/>	<hr/>
	13,296	10,068
	<hr/>	<hr/>
5. Creditors:	2025	2024
<i>Amount falling due after one year</i>	£	£
Chinese School intra-balance with The Association	15,943	15,943
	<hr/>	<hr/>
	15,943	15,943
	<hr/>	<hr/>
6.	Included in The Association are fees accrued for Independent examination of accounts of £540.00	

OVERSEAS CHINESE ASSOCIATION
(South West Region)
Annual Report and Financial Statements
Schedules forming part of the financial statements
for the year ended 31ST MARCH 2025

The Association

Statement of Financial Activity

	Unrestricted Funds £	Endowment Funds £	2025 Total £	2024 Total £
Incoming resources:				
<i>Incoming resources from generated funds</i>				
Gross takings from events	240		240	6,537
Donations received	330		330	600
Investment income	464		464	46
<i>Incoming resources from charitable activities</i>				
Subscriptions and fees	1,560		1,560	790
Rental income		54,179	54,179	41,760
Total Incoming resources	<u>2,594</u>	<u>54,179</u>	<u>56,773</u>	<u>49,733</u>
Resources Expended:				
Costs of generating funds				
Payment for events	461		461	2,609
Telephone & internet	1,096		1,096	925
Sundry expenses	358		358	490
Premises expenses		665	665	10,877
Repairs & renewals		18,178	18,178	13,206
Member services & travelling	-		-	45
Printing, postage & stationery	63		63	384
Donations, books & prizes	-		-	7
Salaries & wages	26,352		26,352	21,986
Insurance & Subscription		5,887	5,887	4,770
Depreciation		8,527	8,527	8,479
Legal & professional fee	2,514		2,514	2,233
Governance cost	540		540	540
Total Resources Expended	<u>31,384</u>	<u>33,257</u>	<u>64,641</u>	<u>66,551</u>
Net incoming resources	(28,790)	20,922	(7,868)	(16,818)
Opening funds	53,726	234,863	288,589	305,407
Closing funds	<u>24,936</u>	<u>255,785</u>	<u>280,721</u>	<u>288,589</u>

OVERSEAS CHINESE ASSOCIATION
(South West Region)
Annual Report and Financial Statements
Schedules forming part of the financial statements
for the year ended 31ST MARCH 2025

The Association
Balance Sheet

	Notes	Unrestricted Funds £	Endowment Funds £	2025 Total £	2024 Total £
Fixed assets					
Tangible Fixed Asset	2	1,222	113,976	115,198	119,909
Investments	2	-	98,717	98,717	102,047
Total Fixed Asset		1,222	212,693	213,915	221,956
Current assets					
Debtors		15,943		15,943	15,943
Cash at bank and in hand		54,668		54,668	60,691
Total current assets		70,611	-	70,611	76,634
Creditors:					
Amounts falling due within one year		(3,805)		(3,805)	(10,001)
Net assets		68,028	212,693	280,721	288,589
Funds of the charity					
Opening funds		53,726	234,863	288,589	305,407
Incoming resources		2,594	54,179	56,773	49,733
Outgoing resources		(31,384)	(33,257)	(64,641)	(66,551)
		24,936	255,785	280,721	288,589
Closing Funds		24,936	255,785	280,721	288,589

OVERSEAS CHINESE ASSOCIATION
(South West Region)
Annual Report and Financial Statements
Schedules forming part of the financial statements
for the year ended 31ST MARCH 2025

Elderly Peoples Club

Statement of Financial activity

	Unrestricted Funds £	Endowment Funds £	2025 Total £	2024 Total £
Incoming resources:				
<i>Incoming resources from generated funds</i>				
Gross takings from events	320		320	145
Donations received	720		720	50
Investment income			-	78
Total Incoming resources	<u>1,040</u>	<u>-</u>	<u>1,040</u>	<u>273</u>
Resources Expended:				
Costs of generating funds				
Payment for events	5,021		5,021	6,244
Sundry expenses	105		105	55
Member services & travelling	-		-	995
Donations, books & prizes	-		-	150
Depreciation	313		313	368
Total Resources Expended	<u>5,439</u>	<u>-</u>	<u>5,439</u>	<u>7,812</u>
Net incoming resources	(4,399)	-	(4,399)	(7,539)
Opening funds	8,641	2,456	11,097	(2,040)
Adjustments/transfers		0	-	20,676
Closing funds	<u>4,242</u>	<u>2,456</u>	<u>6,698</u>	<u>11,097</u>

OVERSEAS CHINESE ASSOCIATION
(South West Region)
Annual Report and Financial Statements
Schedules forming part of the financial statements
for the year ended 31ST MARCH 2025

Elderly Peoples Club
Balance Sheet

	Unrestricted Funds £	Endowment Funds £	2025 Total £	2024 Total £
Fixed assets				
Tangible Fixed Asset		1,775	1,775	2,088
Total Fixed Asset	-	1,775	1,775	2,088
Current assets				
Debtors	114		114	114
Cash at bank and in hand	3,160		3,160	9,015
Total current assets	3,274	-	3,274	9,129
Creditors:				
Amounts falling due within one year	1,649		1,649	(120)
Net assets	4,923	1,775	6,698	11,097
Funds of the charity				
Opening funds	8,641	2,456	11,097	- 2,040
Incoming resources	1,040	-	1,040	273
Outgoing resources	(5,439)	-	(5,439)	(7,812)
	4,242	2,456	6,698	(9,579)
Grant reserves - equipment	-	-	-	20,676
Closing Funds	4,242	2,456	6,698	11,097

OVERSEAS CHINESE ASSOCIATION
(South West Region)
Annual Report and Financial Statements
Schedules forming part of the financial statements
for the year ended 31ST MARCH 2025

OCA Chinese School
Statement of Financial activity

	Unrestricted Funds £	Endowment Funds £	2025 Total £	2024 Total £
Incoming resources:				
<i>Incoming resources from generated funds</i>				
Gross takings from events	11,641		11,641	6,775
Donations received	4,857		4,857	1,000
Total Incoming resources	16,498	-	16,498	7,775
Resources Expended:				
Costs of generating funds				
Payment for events	21,162		21,162	11,763
Sundry expenses	90		90	246
Member services & travelling	-		-	2,250
Donations, books & prizes	-		-	500
Total Resources Expended	21,252	-	21,252	14,759
Net incoming resources	(4,754)	-	(4,754)	(6,984)
Opening funds	(648)	(15,943)	(16,591)	(9,607)
Adjustments/transfers				-
Closing funds balance*	(5,402)	(15,943)	(21,345)	(16,591)

OVERSEAS CHINESE ASSOCIATION
(South West Region)
Annual Report and Financial Statements
Schedules forming part of the financial statements
for the year ended 31ST MARCH 2025

OCA Chinese School
Balance Sheet

	Unrestricted Funds £	Endowment Funds £	2025 Total £	2024 Total £
Current assets				
Cash at bank and in hand	5,737		5,737	(701)
Total current assets	5,737	-	5,737	(701)
Creditors:				
Amounts falling due within one year	(11,139)		(11,139)	53
Creditors:				
Amounts falling due after one year	-	(15,943)	(15,943)	(15,943)
Net assets	(5,402)	(15,943)	(21,345)	(16,591)
Funds of the charity				
Opening funds	(648)	(15,943)	(16,591)	(9,607)
Incoming resources	16,498	-	16,498	7,775
Outgoing resources	(21,252)	-	(21,252)	(14,759)
	(5,402)	(15,943)	(21,345)	(16,591)
Closing Funds	(5,402)	(15,943)	(21,345)	(16,591)



**OVERSEAS CHINESE ASSOCIATION
(South West Region)**

Annual Report and Financial Statements
Year ended: 31ST MARCH 2025

Registered Charity Number: 1068751

OVERSEAS CHINESE ASSOCIATION
(South West Region)
Annual Report and Financial Statements
Contents

Page No

1	Legal and administrative information
2-3	Trustees Report
4	Independent Examiner's Report
5	Statement of Financial Activities
6	Balance Sheet
7-8	Notes forming part of the financial statements
9-14	Schedules forming part of the financial statements