

Charity Registration 1072694

Company Registration No. 3614685 (England and Wales)

THE BRITISH ALBANIAN KOSOVAR COUNCIL LIMITED
DIRECTORS REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31ST AUGUST 2021

THE BRITISH ALBANIAN KOSOVAR COUNCIL LIMITED
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FOR THE YEAR ENDED 31ST AUGUST 2021

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THE BRITISH ALBANIAN KOSOVAR COUNCIL LIMITED
(A private company limited by guarantee and not having share capital)

CHARITY INFORMATION
FOR THE YEAR ENDED 31ST AUGUST 2021

WORKING NAME: Albanian Youth Action

TRUSTEES: Valbona Mejzini
Arta Dedaj-Salad
Vera Ora
Burbuqe Bakalli
Artan Llabjani

COMPANY SECRETARY: Caroline French Blake

REGISTERED OFFICE: The Resource Centre, 356 Holloway Road, London, England, N7 6PA

REGISTERED NUMBER: 3614685 (England & Wales)

REGISTERED CHARITY NUMBER: 1072694

THE BRITISH ALBANIAN KOSOVAR COUNCIL LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST AUGUST 2021

The trustees who are also directors of the charity for the purposes of the Companies Act present their report together with the financial statements of the charity for the year ended 31st August 2021.

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, applicable law and the requirements of the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity is a company limited by guarantee and was formed on 12th August 1998. It is governed by its Memorandum and Articles of Association as amended on 25th August 2007.

Trustees

Trustees are elected by the charity's members at the annual general meeting for a period of three years, and can then be re-elected for a further period of three years. Trustees are offered an induction including presentations by staff, background material and information on the charity's principal activities.

Trustees are all unpaid volunteers, and may claim reasonable out of pocket expenses.

The trustees who served during the year are listed on page 1.

Organisational Structure

The charity is organised so that the trustees meet regularly to manage its affairs. During the year, the organisation had three part time staff and volunteers who lead sessions in areas include Art, English, IT, Albanian Drama and Sport as well as the family learning programme, Strengthening Families, Strengthening Communities. The Board appoints trustees, including a Chairman. A treasurer is being sought. These officers work together to support the chief executive and they have delegated powers to take any necessary decisions between scheduled Board meetings.

The day to day operations of the Charity are managed by the Chief Executive Officer. Trustee Meetings are held at least Quarterly, where the CEO gives an account of the progress with each of the Charity's projects and raises any other issues requiring particular attention or comment. The Project Co-leaders report to the CEO and manage volunteers and casual staff taking part in delivery of projects. The financial administration is outsourced to an external financial manager, who meets monthly with the CEO and prepares management information for the Board.

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

Objects

The British Albanian Kosovar Council was established in 1998 to support the new population of unaccompanied asylum seeking children and young people from Albania and Kosova who were arriving in the UK. The Charity's object and its principal activity is that of providing assistance to Albanian speaking young people, children and families, as well as unaccompanied refugee minors. This is done through running group activities that are recreational, educational or involving sport, and offering advice to individuals on accessing services. The work of the Charity also includes liaison with statutory and other agencies, and advocacy on behalf of Albanian speakers with service providers such as social services.

THE BRITISH ALBANIAN KOSOVAR COUNCIL LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST AUGUST 2021
(continued)

Aims, Objectives, Strategies and Activities for the Year

2021 was the year of completion of our three-year project Funded by the National Lottery. Aim and objective has been to push and develop further the projects already started in support of the community. The strategy was for these new projects to become self-sufficient stand alone and independent. With the Covid pandemic and the difficulties that it brought BAKC was very fast at addressing the immediate needs of the community. At first, all activities moved online, more volunteers and young people were recruited with a focus to help the elderly install and learn how to use social media apps in order to be included, informed and supported. Online sessions were utilised to help young people, families and the elderly. For each group priorities were set i.e help with sufficient food supplies at home, information on protection, prevention of virus spreading, tackling loneliness, delay and mix-up on exam results, applying to universities, help with techniques of revising and in some instances one to one help for struggling students, yoga at home and activities for keeping physically and mentally fit. Informing and helping families with accessing government financial help. Also exchanging ideas and practices for practical things like managing space and home equipment with all members of the family during lockdown and issues relating to 1st generation of migrants to UK and their expectations for 2nd generation.

Later on our young peoples, self-led Youth Forum organised discussions on various chosen subjects like the environment, recycling, global warming, inequality, gender issues, decision making and politics etc.

ACHIEVEMENTS AND PERFORMANCE

Charitable Activities

Our activities for the year reflected our aims and objective for the Year which were achieved, and although we received emergency funding to see us through the lockdowns during the pandemic, our financial reserves came under pressure to enable us to see our activities completed for the year.

FINANCIAL REVIEW

Financial position

Net incoming resources in the year were £27,467 (2020 £6,958). At 31st August 2021 the free unrestricted reserves were £36,213 after setting aside £13,056 for staff redundancies and £4594 for staff pensions.

Reserves Policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use or invested in fixed assets should be maintained at a level equivalent to between 3 and 6 month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. These reserves at 31st August 2021 stood at £53,863 of which £13,056 has been earmarked for staff redundancies and £4,594 for a staff pension liability. The remaining reserves of £36,213 are therefore available to meet the charity's very low fixed operating costs.

THE BRITISH ALBANIAN KOSOVAR COUNCIL LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST AUGUST 2021
(continued)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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 charity and of the financial activities of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for ensuring that the company maintains an adequate system of internal control designed to provide reasonable assurance that assets are safeguarded against loss or unauthorised use and to prevent and detect fraud and other irregularities.

INDEPENDENT EXAMINER

The independent Examiner, David Williams of Kingston Business Management has accepted an invitation to act as Independent Examiner and a proposal for his appointment will be made at the Annual General Meeting.

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

ON BEHALF OF THE BOARD:

.....
 Artan Llabjani, Director & Chairman

Date : 16/08/2022

**INDEPENDENT EXAMINER'S REPORT
TO THE MEMBERS OF BRITISH ALBANIAN KOSOVAR COUNCIL**

I report on the accounts of the company for the year ended 31st August 2021 which are set out on pages 6 to 13.

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

Responsibilities and basis of report

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..

Kingston Business Management
10 Silver Street,
Warminster
BA12 8PS

Date : 17/12/2021

THE BRITISH ALBANIAN KOSOVAR COUNCIL LIMITED
STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST AUGUST 2021

	2021	2021	2021	2020
	Unrestricted	Restricted	Totals	Totals
	£	£	£	£
INCOME				
Grants received	54,851	101,846	156,697	84,171
Other Income	290	0	290	261
Total Income	55,141	101,846	156,987	84,432
EXPENSES				
Salaries	29,897	69,341	99,238	59,822
Pensions		1,681	1,681	971
Consultancy		11,690	11,690	7,666
Other Direct Project Costs		14,351	14,351	1,802
Administration		584	584	3,665
Accountancy		1,313	1,313	1,263
Bank Charges		82	82	79
Insurance		581	581	577
Total Expenses	29,897	99,623	129,520	75,844
Net incoming (outgoing) amount for year	25,244	2,223	27,467	8,588
Reconciliation of Funds				
Total Funds as at 31st August 2020	16,895	11,329	28,224	28,224
Transfers Between Funds	11,724	-11,724		
Total Funds as at 31st August 2021	53,863	1,828	55,691	

THE BRITISH ALBANIAN KOSOVAR COUNCIL LIMITED
BALANCE SHEET
AS AT 31ST AUGUST 2021
Company Registration No. 3614685 (England and Wales)

		2021	2020
		£	£
Current Assets	6		
Bank		74,654	63,037
		74,654	63,037
 Creditors			
Amounts falling due within one year	7	-18,963	-34,813
 Total Assets less current liabilities		55,691	28,224
 Funds of the Charity	8		
Restricted Funds		1,828	11,329
Unrestricted Funds		53,863	16,895
Total Funds		55,691	28,224

THE BRITISH ALBANIAN KOSOVAR COUNCIL LIMITED
BALANCE SHEET
AS AT 31ST AUGUST 2021
Company Registration No. 3614685 (England and Wales)
Continued

The company is entitled to exemption from audit under Section 477(1) of the Companies Act 2006 for the year ended 31st August 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st August 2021 in accordance with Section 476(1) of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company 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 profit or loss for the financial year, in accordance with the requirements of section 394, and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as is applicable to the company.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP (FRS102)).

The financial statements were approved by the board on 16/08/2022

.....
Artan Llabjani,
Director & Chairman

THE BRITISH ALBANIAN KOSOVAR COUNCIL LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST AUGUST 2021

1) Accounting Policies

Basis of Preparation

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP (FRS102)).

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the charity's operation and in order to comply with the requirements of the SORP.

The company has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement.

The British Albanian Kosovar Council meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Preparation of accounts on a going concern basis Preparation of the accounts is on a going concern basis. The Trustees are of the view that the level of reserves will support the charity going forward.

The particular accounting policies adopted are set out below.

Incoming Resources

Income from donations and grants, including capital grants and events utilising the charity's facilities is included in incoming resources when receivable except as follows:

When events are due to take place in a future accounting period and when donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

Grant claw backs are deducted from incoming resources if they occur in the same accounting period. Grant claw backs made in subsequent accounting periods are shown as outgoing resources in preference to negative income.

Gifts and services in kind are included at their estimated open market valuation.

Tax reclaims on Donations & Gifts : Incoming resources from tax reclaims are included in the SOFA in the same financial period as the gift to which they relate.

Volunteer Help : The value of any voluntary help received is not included in the accounts but is described in the Directors' annual report.

Investment Income : This is included in the accounts when receivable.

THE BRITISH ALBANIAN KOSOVAR COUNCIL LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST AUGUST 2021

Expenditure & Liabilities

Expenditure is included when incurred. Costs which are identified as relating to restricted activities are allocated directly to those activities. Costs which relate to the general running of the charity are allocated against unrestricted funds, and within the statement of financial activities these expenses are shown as cost of activities in furtherance of the objects of the charity and governance costs. Governance costs are those relating to the charity's compliance with constitutional and statutory requirements. The charity is VAT registered and therefore income and expenditure is shown exclusive of VAT.

Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the Directors' meetings and cost of any legal advice to Directors on governance or constitutional matters.

Employee benefits

Short term benefits including holiday pay are recognised as an expense in the period in which the service is received.

Legal Status of The Charity

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

Donated Services and Facilities

These are only included in income (with an equivalent amount in expenditure) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Funds of the charity:

Designated Funds

Designated funds are allocated out of unrestricted funds by the trustees for specific purposes. The use of such funds is at the trustees' discretion.

Restricted Funds

Restricted funds are funds subject to specific conditions imposed by donors as to how they may be used. The details of the restricted funds are set out in note 5 to the accounts.

Pension Scheme

The charity operates a government backed defined contribution pension scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme. The charity is under no further obligation to make any extra payments irrespective of how that pension fund performs.

THE BRITISH ALBANIAN KOSOVAR COUNCIL LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST AUGUST 2021

Fixed Tangible Assets

These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation

Depreciation is calculated at a rate to write off the cost of tangible fixed assets on a reducing balance basis over their estimated useful lives. A rate of 30% per annum is applied.

THE BRITISH ALBANIAN KOSOVAR COUNCIL LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST AUGUST 2021

	Unrestricted	Restricted	Total 2021	Total 2020
	£	£	£	£
2) Income				
Grants	54,851	101,846	156,697	84,171
Other	290	0	290	261
	55,141	101,846	156,987	84,432
3) Total Resources Expended				
<u>Charitable Activities</u>				
Staff costs & pensions	29,897	71,022	100,919	60,792
Consultancy	0	11,690	11,690	7,666
Direct project costs	0	14,351	14,351	1,802
Office costs	0	0	0	0
Finance and Administration Support	0	1,247	1,247	4,321
Total	29,897	98,310	128,207	74,581
<u>Support & Governance Costs</u>				
Professional Fees	0	1,313	1,313	1,263
Administration and Other support costs			0	0
Total	0	1,313	1,313	1,263

4) Directors

A total of £nil (2020 : £nil) was paid to the directors for travel and entertainment costs.
No director was paid a salary.

THE BRITISH ALBANIAN KOSOVAR COUNCIL LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST AUGUST 2021

5) Employees

The average number of staff employed during the year was as follows:

Direct Project Staff	2.00	
Administration and management	0.5	
Total	2.5	FTE

Analysis of Staff Salaries:

	£
Gross Staff Salaries	99,238
Employer Pension Contributions	1,681
	100,919

6) Debtors

Amounts outstanding as at 31st August 2021:

Trade debtors £ Nil (2020 : Nil)

7) Creditors

Amounts falling due within one Year:

	£	£
Trade Creditors	1,313	1,263
Other Creditors	4,594	4,594
Deferred Income	0	28,956
Accruals	13,056	0
	18,963	34,813

8) Fund Balances

	As at 31/08/2020 £	Incoming Resources £	Expended Resources £	Transfers £	As at 31/08/2021 £
Restricted Funds					
Language & Culture Fund	1,828	0	0	0	1,828
Big Lottery Fund -Crisis Response	9,501	76,868	-74,645	-11,724	0
Power To Change	0	24,978	-24,978	0	0
	11,329	101,846	-99,623	-11,724	1,828
Unrestricted Funds					
General unrestricted funds	16,895	55,141	-29,897	11,724	53,863
	16,895	55,141	-29,897	11,724	53,863
Total Funds	28,224	156,987	-129,520	0	55,691