

Company number: 03603632  
Charity Registration No: 1080561

**AGENCY FOR CULTURE AND CHANGE MANAGEMENT (ACCM)**

**Director's Report and Financial Statements**

**FOR THE YEAR ENDED 31 July 2022**

**AGENCY FOR CULTURE AND CHANGE MANAGEMENT (ACCM)  
FOR THE YEAR ENDED 31 July 2022**

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**AGENCY FOR CULTURE AND CHANGE MANAGEMENT (ACCM)  
FOR THE YEAR ENDED 31 July 2022  
Trustee's Report**

**Trustees' Report**

**Reference and Administrative Details of the Organisation**

**Organisation name:**

AGENCY FOR CULTURE AND CHANGE MANAGEMENT (ACCM)

**Office:**

All Saints Centre, 7 Lyons Close,  
Sheffield, South Yorkshire  
S4 7EP

**Directors and Trustees:**

All were in office until the AGM and seek re-appointment.

Nelson Kaggwa	Chair
Irene Nakamatte	Treasurer
Ahmed Ismail Hussein	Trustee
Mustafa Faid Ali	Trustee
Abdul Kinene	Secretary

**AGENCY FOR CULTURE AND CHANGE MANAGEMENT (ACCM)  
FOR THE YEAR ENDED 31 July 2022**

**Directors' and Trustees' Annual Report**

The directors and Trustees present their report and the financial statements for the period ended 31 July 2022

**Principal activities, objectives and organisation of work**

The principal activities of the company are: To bring together people and groups from various cultures to uphold and develop good things in any culture and combat ignorance about different people's cultures and beliefs.

To promote culture and bring about good change to tackle the secret culture of Female Genital Mutilation (FGM) in migrant communities of African, Asian and Arab origin and communities living in the south and west of Yorkshire

The company is organised so that the directors meet regularly to manage its affairs. There are full-time and part-time employees who manage the day to day administration of the company.

**Directors' and Trustees' responsibilities in relation to the financial statements.**

Company law requires the directors to prepare financial statements for each financial year which give a fair view of the organisation's financial activities during that period and of its financial position at the end of that period. In preparing those statements, they are required to:

- Select suitable accounting policies and apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Prepare the financial statements on the ongoing concern basis unless it is inappropriate to presume that the organisation will continue in the foreseeable future.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the organisation. They are also responsible for safeguarding the assets of the organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Summary of Financial Position:**

	£	
Net incoming (outgoing) resources:		(1,571)
Total reserves:		8,327
(including fixed asset reserve)		0

**Risk management.**

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems are in place to mitigate the exposure to major risks.

**AGENCY FOR CULTURE AND CHANGE MANAGEMENT (ACCM)**  
**FOR THE YEAR ENDED 31 July 2022**  
**Directors' and Trustees' Annual Report**

*(continued)*

**Directors and Trustees**

All directors of the company are also trustees of the charity. There are no other trustees. All the trustees named served for at least part of the year. All of the trustees retire at the forthcoming Annual General Meeting but are eligible for re-appointment. The trustees may appoint a person as a trustee to fill a vacancy or to act as an additional trustee.

This report is prepared in accordance with the special provision of part VII of the Companies Act 1985 relating to small companies.

This report of the trustees was approved by the board on *13th July 2023* and signed on its behalf by

*Irene Nakamatte*  
Irene Nakamatte

*13th July 2023*  
(Treasurer)

**AGENCY FOR CULTURE AND CHANGE MANAGEMENT (ACCM)  
FOR THE YEAR ENDED 31 July 2022  
ACCOUNTANT'S REPORT**

**Accountants' report to the directors, trustees and members of Agency for Culture and Change Management (ACCM)**

You consider that the company is exempt from an audit for the period ended 31 July 2022

You have acknowledged, on the balance sheet, your responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These responsibilities include preparing accounts that give a true and fair view of the state of affairs of the company at the end of the financial year and of its profit or loss for the year.

In accordance with your instructions, we have prepared the accounts which comprise the the Profit and Loss Account, the Balance Sheet and the related notes from the accounting records of the company and on the basis of information and explanations you have given to us.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.

*Abdul-Nuur Kiwene*

**AGENCY FOR CULTURE AND CHANGE MANAGEMENT (ACCM)  
FOR THE YEAR ENDED 31 July 2022**

**Statement of Financial Activities and Income and expenditure Account**

Note		Un- Restricted Fund	Un- Restricted Fund	TOTAL	
		£	£	£	
				2022	2021
	<b>INCOMING RESOURCES</b>				
	<b>Other income (Hours donated inkind)</b>	51,641	60,511	<b>112,152</b>	151530
		51,641	60,511	<b>112,152</b>	151530
<b>0</b>	<b>RESOURCES EXPENDED</b>				
	<b>Charitable activities:</b>				
	<b>Activities or furtherance of the group activities</b>				
	<u>Publicity</u>		-	-	-
	<u>Direct Charitable Costs</u>	51,641			80214
	Teaching and Materials		-	-	-
	<u>Management and Administration</u>				
	Office Rent and Services		7,600	<b>7,600</b>	-
	Staff costs	-	48,974	<b>48,974</b>	58316
	Other Administration	-	4,958	<b>4,958</b>	3398
				-	-
	<u>Governance costs</u>		550	<b>550</b>	550
	<b>Total funds expended</b>	<b>51,641</b>	<b>62,082</b>	<b>62,082</b>	142478
	<b>Surplus/(Shortfall) of Income over</b>				
<b>1</b>	<b>Outgoings</b>	<b>0</b>	<b>(1,571)</b>	<b>(1,571)</b>	9053
	Capital spending	-	-	-	-
	Balance brought forward	-	9,898	<b>9,898</b>	845
	<b>Balance carried forward</b>	<b>0</b>	<b>8,327</b>	<b>8,327</b>	9898

**AGENCY FOR CULTURE AND CHANGE MANAGEMENT (ACCM)  
FOR THE YEAR ENDED 31 July 2022**

**Balance Sheet**

<i>Note</i>		TOTAL		TOTAL	
		£ 2022	£ 2022	2021	2021
-	<b>FIXED ASSETS</b>		-	-	-
	<b>CURRENT ASSETS</b>				
1	Debtors	16,068		-	
	Cash at Bank and in Hand	647		845	
		16,715		845	
2	<b>Creditors: Amount falling due within more than one year</b>	(14,322)		-	
	<b>Net current Assets/(Liabilities)</b>		<b>2,393</b>		<b>845</b>
			<b>2,393</b>		<b>845</b>
			-		-
	<b>NET ASSETS</b>		<b>2,393</b>		<b>845</b>
	<b>REPRESENTED BY:</b>				
3	<b>Designated Fund</b>		-		-
	<b>Unrestricted Fund</b>		<b>2,393</b>		<b>845</b>
3	<b>Accumulated Funds</b>		<b>2,393</b>		<b>845</b>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The income is £112,152 due to two factors

- i. a reduction in volunteering in kind donations.
- ii. Grants not received

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.

The financial statements were approved on behalf of the directors on 13th July 2023

Treasurer: *Irene Nakamatte*  
Irene Nakamatte

*Date 13th July 2023*



**AGENCY FOR CULTURE AND CHANGE MANAGEMENT (ACCM)  
FOR THE YEAR ENDED 31 July 2022**

**Notes to the Accounts**

**Accounting policies**

***Basis of preparation***

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements are prepared under the historical convention. The layout is in line with Charity reporting under SORP 2005.

***Explanation of Income and Outgoings in the SORP layout.***

**A. Direct Charitable costs**

This is all spending on the direct objects of the Charity.

**C. Management and Administration costs**

These are support costs, not specifically related to projects

**B. Governance**

This is fees paid for legal and professional services, such as to the accountant.

***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:

Equipment & Fixtures	25% on the written down value
Vehicles	25% on the written down value

***Taxation***

The organisation does not need to be and is not registered for Value added tax (V.A.T.). Therefore Input V.A.T. is not recoverable and costs are shown including any V.A.T. charged.

The organisation is not-for-profit, and will apply for exemption from Corporation Tax. Any investment income will however be taxable. For the financial year under review there was no investments undertaken by the charity.

**AGENCY FOR CULTURE AND CHANGE MANAGEMENT (ACCM)  
FOR THE YEAR ENDED 31 July 2022**

**Notes to the Accounts**

*(continued)*

**1 Operating profit/(loss)**

	£
The surplus/(deficit) is stated after	
charging:	
Accountancy	<b>550</b>
Staff costs	<b>48,974</b>

No single employee earned more than £50,000 in this or the last year.  
The trustees were not paid anything in this or the last year.

**1 Debtors**

£
<b>16,068</b>
<b>16,068</b>

**AGENCY FOR CULTURE AND CHANGE MANAGEMENT (ACCM)  
FOR THE YEAR ENDED 31 July 2022**

**Notes to the Accounts**

*(continued)*

**2 Creditors: Amounts falling due within one year:**

	£
Trade Creditors	-
Accruals	(14,322)
	<u>(14,322)</u>

**3 Assets represented by funds**

	Designated Fund	Un- restricted Fund	Total
	£	£	£
Fixed Assets	-	-	-
Current Assets	-	16,715	16,715
Current Liabilities	-	-	-
	<u>-</u>	<u>16,715</u>	<u>16,715</u>

<u>Service Level Agreements</u>	48,974
Other incomes	63,178

**112,152**

***EXPENDITURE***

charitable work	50,651
wages	48,974
volunteer expenses	4,891
Travel and transport	2,057
clients outings and entertainment	1,387
stationery and postage	648
FGM conferences and seminars	<u>5,115</u>
	<u>113,723</u>
SURPLUS/DEFICIT	<u>(1,571)</u>