

Report of the Trustees and  
Annual Accounts  
For the year ended 31 March 2022  
for  
Hispanic Welfare Association

## **Hispanic Welfare Association**

Legal and Administrative information for the year ended 31 March 2019

### **Charity Number**

1090018

### **Registered Address**

11 Sackville Road  
Southend on Sea  
Essex  
SS2 4UQ

### **Trustees**

Mr S Darby  
Ms P Vargas  
Mrs G Acosta

### **Bank**

HSBC  
1-3 Broadway  
London Road  
Southend on Sea  
Essex  
SS1 1TJ

### **Auditor**

PW Faulkner  
Certified Practising Accountant  
Unit 130  
2 Old Brompton Road  
South Kensington  
SW7 3DQ

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**Hispanic Welfare Association**

**Report of the Trustees**

**For the year ended 31st March 2022**

The Trustees present their report along with the financial statements of the charity for the year ended 31st March 2022. The financial statements have been prepared in accordance with the accounting policies set out on page 8 and comply with the charity's constitution and applicable law.

## **Our aims and objectives**

### **Purposes and aims**

Our charity's purposes as set out in the constitution are to benefit the public, in particular Latin American and Spanish speaking people by providing advice and support.

The aims of our charity are to provide information, offer high quality professional advice in the language of the service user, refer service users to appropriate professional help or support where necessary.

Our aims fully support the purposes that the charity was set up for.

### **Ensuring our work delivers our aims**

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to the people we are set up to help.

The review also helps us to ensure that our aims, objectives and activities remain focussed on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

### **The focus of our work**

Our main objectives for the year continued to be the provision of advice services in Spanish or the referral of service users to other agencies and sources of advice.

Our advice-giving activities for 2020/21 were as follows:

	2020/2021	2021/2022
Telephone advice and contacts	1250	1550
Face to face advice hours delivered	0	150
Advice clinics held	0	50
Volunteer hours delivered	600	800
Face to face contacts	0	500
Matters resolved	95%	95%

The Hispanic Welfare Association moved in 2021/21 to initiate face to face contacts, keep reduced levels of support staffing and work virtually.

The Trustees are very aware of the reasons and motivations behind migration and have agreed to fund a number of activities in countries from where our service users come from.

### **Child sponsorship**

The Hispanic Welfare Association supports the work of Compassion UK in Latin American working in deprived areas to sponsor children from the most destitute of families in Bolivia, Colombia and Ecuador.

During 2021/22 the Hispanic welfare Association sponsored three children (2020/21 3 children). The number reduced to three as two of the sponsored children reach the age of 16 and are no longer sponsored.

### **Working with partners**

Due to the impact of Coronavirus, the Charity did not work with other Charities and Not For Profit Organisations during the year to 31<sup>st</sup> March 2022.

### **Supporting other charities**

During 2021/22 the Hispanic Welfare Association agreed to work with Latin Americans in London in Hillsong Church London.

### **How our activities deliver public benefit**

All our charitable activities focus on, the provision of advice services and support to Spanish and Portuguese speaking people and are undertaken to further our charitable purposes for the public benefit.

Our objects limit the services to Spanish or Portuguese speakers in Spain or Latin America. Demand for our services is high but is restricted by capacity as well as our funding level which limits the number of beneficiaries who can be seen each year. Our beneficiaries are seen on the basis of an initial assessment of personal circumstances, how best their needs can be addressed and the availability of professional help.

We rely heavily on volunteer hours and over 800 hours were donated.

During the year we have made grants to a number of clients who are in need in support of our aims and objectives.

### **Financial review**

Against a continuing backdrop of limited resources and insecurities over funding, it has continued to be difficult to plan or develop services. Nevertheless, the charity, with the aid of sound financial management and the support of both its staff and volunteers generated less income for the period with funds raised of £155,626 (year ending 2021 £139,341. The reduction in funds raised reflects changes in external conditions and decision to undertake lower levels of activity.) and the net loss for the year was £984 (year ending 2021 was a loss of £11,002. The Trustees made grants during the year to 31st March 2022 to a number of organisations totalling £6,783 (year ending 2021 £8,062).

### **Investment Policy**

Aside from retaining a prudent amount in reserves each year most of the charity's funds are to be spent in the short term so there are few funds for long term investment. Having considered the options available, the Trustees have decided to invest the small amount that it has in easy access savings accounts.

### **Reserves policy**

The Trustees have examined the charity's requirements for reserves in the light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets should be between 3 and 6 months of expenditure.

Based on actual expenditure for 2016/17 the Management have assessed the target to be £11,310 to £22,620 and similarly for 2021/22. The reserves are needed to meet the working capital requirements of the charity for the next 3 to 6 months and the Management Committee are confident that at this level they would be able to continue with the current activities of the charity in the event of a significant drop in funding.

The present level of reserves available to the Charity of £26,513 (2021 £26,513) therefore meets the target level. Although the strategy is to build reserves through planned operating surpluses, the Trustees are well aware that the target range can't be achieved immediately. The Trustees have also considered the extent to which existing activities and expenditure could be curtailed should such circumstances arise.

### **Plans for future activities**

The charity plans continuing the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. Efforts will be made in 2022/23 to ensure that the Hispanic Welfare Association remains able to provide services to its client group.

## **Structure, Governance and Management**

### **Governing document**

The charity is an unincorporated charitable association, registered on the 12 December 2002 as a charity under a constitution, which established the objects and powers of the charity.

### **Recruitment and appointment of the Trustee Body**

Under the requirements of the constitution the members of the Trustee Body are elected to serve a period of three years after which they must be re-elected at the next Annual General Meeting.

No Trustee received remuneration during the year. All members of the Trustee Body gave their time voluntarily and received no benefits. Any expenses received from the charity are set out in note 7 to the accounts.

### **Trustee induction and training**

Most of the Trustees are familiar with the practical work of the charity having been service users or relatives of service users in the past. Additionally new trustees are invited and encouraged to attend a series of short training sessions to familiarise themselves with the charity and the context in which it operates. These are led by the chair and include:

- The obligations of Trustees;
- The main documents which set out the operational framework for the charity;

- Resourcing and the current financial position;
- Future plans and objectives.

### **Risk Management**

The Charity has a Trustee body of up to 6 members who meets three times a year, not including the Annual General Meeting and are responsible for the strategic direction and policies of the charity.

A scheme of delegation exists and the day to day responsibility for the provision of services rests with the Trustee responsible for Client Service. The Chairman is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met.

### **Related parties**

So far as it is complimentary to the charity's objects, the charity works closely with appropriate agencies, groups representing small charities and advice agencies working with ethnic minority groups.

### **Hispanic Welfare Association**

#### **Independent Examiner's report to the Trustees of the Hispanic Welfare Association**

I report on the financial statements of the charity for the year ended 31 March 2022 which are set out on Pages 8 to 15.

### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

As the charity's Trustees you are responsible for the preparation of the accounts in accordance with the Charities Act 2011.

It is my responsibility to:

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

#### **BASIS OF INDEPENDENT EXAMINER'S REPORT**

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission under section 145(9)(b) of the Charities Act.

My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with section 63 of the Charities Act
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of the Charities Act
4. That there is further information needed for a proper understanding of the accounts to be reached.

#### **INDEPENDENT EXAMINER'S STATEMENT**

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission, I have found no matters that require drawing to your attention.

I note that this statement is for the year ended 31 March 2022. The last two years to this present time have seen the impact of the global Covid-19 pandemic. The Charity has had to make significant operational changes however in my opinion, after a quick review, there is no cause for concern as to the impact this will have on the Charities viability.

PW Faulkner  
Certified Practising Accountant  
Unit 130, 2 Old Brompton Road  
South Kensington SW7 3DQ

#### **Hispanic Welfare Association**

#### **Statement of Financial Activities** **for the Year Ended 31 March 2022**

	Unrestricted	Total	Total
	Funds	Funds	Funds
Notes	2022	2022	2021
	£	£	£



<b>Incoming Resources</b>				
Voluntary Income	3	155,626	155,626	139,341
Investment Income				
<b>Total Incoming Resources</b>		<b>155,626</b>	<b>155,626</b>	<b>139,341</b>
<b>Resources Expended</b>				
Charitable Expenditure				
Charitable Activities	4	149,844	149,844	149,844
Governance Costs	5	500	500	500
<b>Total Resources Expended</b>		<b>156,610</b>	<b>156,610</b>	<b>150,344</b>
<b>Net (outgoing )/Incoming Resources</b>		<b>-984</b>	<b>-984</b>	<b>-11,002</b>
<b>Net movement in funds for the year</b>		<b>-984</b>	<b>-984</b>	<b>-11,002</b>
Total funds brought forward		11,445	11,445	22,447
Additional distribution				
<b>Total funds carried forward</b>		<b>10,461</b>	<b>10,461</b>	<b>11,445</b>

This statement of financial activity includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

### **Hispanic Welfare Association**

#### **Balance Sheet**

**As at 31 March 2022**

	Notes	2022 £	2021 £
<b>Fixed Assets</b>			
Tangible Fixed Assets	8	23,180	25,251
		<b>23,180</b>	<b>25,251</b>

**Current Assets**

Debtors	9	2,277	774
Cash at bank		27,817	28,723

**30,094      29,496**

Creditors amount falling due within one year	10	22,677	28,234
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**Net current assets      7,417      1,263**

**Net assets      30,597      26,513**

**Funds**

Unrestricted funds		30,597	26,513
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**30,597      26,513**

Approved by the trustees on 13 January 2023 and signed on its behalf by:

Simon Darby (Trustee)

**Hispanic Welfare Association****Notes to the Financial Statements**  
**for the Year Ended 31 March 2022****1.      Basis of preparation**

The accounts have been prepared in accordance with the charity's governing constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of

Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

### **Accounting Policies**

#### **Incoming Resources**

##### **Recognition of Incoming Resources**

Incoming resources are recognised in the Statement of Financial Activities (SoFA) when:

The charity becomes entitled to the resources:

The trustees are virtually certain they will receive the resources: and

The monetary value can be measured with sufficient reliability.

#### **Grants and donations**

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

#### **Investment Income**

Income from equity, fixed interest and cash investments is included when receivable by the charity.

#### **Interest Receivable**

Interest is included when receivable by the charity.

#### **Resources Expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

#### **Governance Costs**

Includes costs of the preparation and examination of statutory accounts, the cost of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

#### **Liability Recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

#### **Tangible fixed assets for use by the charity**

These are capitalised if they are used for more than one year. They are valued at cost or reasonable value on receipt.

Fixed assets are depreciated over their estimated lives on a straight line basis as follows:

Land and Buildings	Over 25 years
Furniture & fixtures	Over 3 years

### **Fund Accounting**

Funds held by the charity are:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

## **2. Legal Status of the Charity**

The charity is constituted under a constitution.

## **3. Analysis of Incoming Resources**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Voluntary Income:</b>		
Donations from service users	145,237	116,636
Grants received	0	5,922
Income from Small Businesses	10,389	16,783
<b>Investment Income:</b>		
Bank Interest Receivable	0	0

## **4. Grants Payable in Furtherance of the Charity's Objectives**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Compassion UK (sponsoring children in Hispanic areas)	1,316	1,344
Support to individuals in Columbia	979	0
Supporting Individuals in Spain	2,595	2,416
Donations Other	1,873	4,302
	<b>6,763</b>	<b>8,062</b>

During the year, the charity made grants to the following charities:  
Compassion UK;

**5. Governance Costs**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Audit and accountancy	500	500
	<b>500</b>	<b>500</b>

**6. Trustees' Remuneration**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Gross wages, salaries and benefits in kind	13,410	15,012
Employer's National Insurance costs	2,625	1,088
	<b>16,035</b>	<b>16,100</b>

**7. Trustee Expenses**

	<b>2022</b>	<b>2021</b>
Number of trustees who were paid expenses	<b>0</b>	<b>0</b>
Nature of expenses	<b>Travel Expenses</b>	<b>Travel Expenses</b>
Total amounts paid	-	-

**8. Tangible Fixed Assets**

	Freehold land & buildings	Fixtures, fittings & equipment	Total
<b>Cost or valuation</b>			
<b>Balance brought forward</b>	<b>29,071</b>	<b>4,128</b>	<b>33,199</b>
Additions	0	0	0
<b>Balance carried forward</b>	<b>29,071</b>	<b>4,128</b>	<b>33,199</b>
<b>Accumulated Depreciation and impairment provisions</b>			
Balance brought forward	<b>4,225</b>	<b>3,723</b>	<b>7,948</b>
Depreciation charge for year	1,673	405	2,078
<b>Balance carried forward</b>	<b>5,898</b>	<b>4,128</b>	<b>10,026</b>
<b>Net Book Value</b>			
Brought Forward	<b>24,846</b>	<b>405</b>	<b>25,251</b>
<b>Carried Forward</b>	<b>23,180</b>	<b>0</b>	<b>23,180</b>

## 9. Debtors

	2022	2021
	£	£
Trade debtors	2,277	2,882
	<b>2,277</b>	<b>2,882</b>

**10. Creditors: Amount falling due within one year**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade creditors	2,558	1,675
Accruals	576	576
Bounce back Loan	19,371	25,983
	<b>22,505</b>	<b>28,234</b>