

**BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

# BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION

## LEGAL AND ADMINISTRATIVE INFORMATION

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### Trustees

Ms L Francis  
Ms B McFarquhar  
Ms L Williams-Alexander  
Ms T Swaby (Appointed 14 December 2024)  
  
Ms S Swaby  
Ms S Ryder  
Ms C Mead  
Pastor H Radway  
Dr S Tripathy

### Charity number

1090914

### Principal address

Fairfield House  
2 Kelston Road  
Bath  
BA1 3QJ

### Independent examiner

Mark Garrett Chartered Accountant  
23 Leafield Industrial Estate  
Leafield Way  
Corsham  
Wiltshire  
SN13 9RS

### Bankers

Unity Trust Bank  
Nine Brindleyplace  
4 Oozells Square  
Birmingham  
B1 2HB

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# BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION

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# BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 MARCH 2024

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The trustees present their annual report and financial statements for the year ended 31 March 2024.

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 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)

#### **Objectives and activities**

The objects are as follows:-

a) the relief of elderly people in particular from ethnic minority groups within the Bath and North East Somerset area by advancing education and providing facilities in the interests of social welfare for recreation and leisure time occupation with the objects of improving the conditions of life for these groups.

b) the advancement of education, protection of health and the relief of poverty, sickness and distress of elderly people within the Bath and North East Somerset area.

#### *Public benefit*

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

##### *Significant activities and achievements against objectives*

The achievements of the charity have been realised through the outreach work carried out by our members of staff and the training received by our Committee of Management, for which we are hoping to obtain additional funding to enable us to continue to deliver this valuable service to the Community.

#### **Financial review**

##### *Reserves policy*

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six 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. This level of reserves has not been maintained throughout the year.

##### *Major risks*

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

#### **Structure, governance and management**

The charity was established by a charitable trust deed on 8 February 2002.

# BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

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The trustees who served during the year and up to the date of signature of the financial statements were:

Mr Carlton Joseph	(Resigned 1 June 2023)
Mrs Murtella Spalding	(Resigned 1 April 2023)
Mr D Edmund	(Resigned 14 December 2024)
Ms L Francis	
Ms W Cadogan	(Resigned 1 April 2023)
Mr R Dixon	(Resigned 1 April 2023)
Ms B McFarquhar	
Ms L Williams-Alexander	
Ms T Swaby	(Appointed 14 December 2024)
Ms S Swaby	
Ms S Ryder	
Ms C Mead	
Pastor H Radway	
Dr S Tripathy	

#### *Recruitment and appointment of trustees*

At the first Executive Meeting following an Annual General Meeting hereinafter mentioned, the Executive Committee shall elect a Chair, Vice Chair, Treasurer and such officers as the Charity shall from time to time decide.

The Chair and the Honorary Officers of the Charity shall hold office until the conclusion of the AGM of the Charity next after their election but shall be eligible for re-election provided that no officer shall hold office for more than three consecutive years. On the expiration of such period, at least one year must elapse before any former Officers shall be eligible for re-election.

#### *Organisational structure*

The charity is managed on a day to day basis by an administrator, supported by support staff and volunteers. The administrator reports to the board of trustees.

The trustees' report was approved by the Board of Trustees.

Ms T Swaby

**Trustee**

20 January 2025

# **BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION**

## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION**

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I report to the trustees on my examination of the financial statements of Bath Ethnic Minority Senior Citizens Association (the charity) for the year ended 31 March 2024.

#### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

#### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 financial statements to be reached.

#### **Mark Garrett Chartered Accountant**

23 Leaffield Industrial Estate  
Leaffield Way  
Corsham  
Wiltshire  
SN13 9RS

Dated: 20 January 2025

# BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 MARCH 2024**

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes						
<b>Income and endowments from:</b>							
Donations and legacies	3	6,754	-	6,754	2,841	-	2,841
Charitable activities	4	39,133	64,542	103,675	36,486	104,757	141,243
Investments	5	243	-	243	108	-	108
Other income	6	5,065	-	5,065	11,052	-	11,052
<b>Total income</b>		<b>51,195</b>	<b>64,542</b>	<b>115,737</b>	<b>50,487</b>	<b>104,757</b>	<b>155,244</b>
<b>Expenditure on:</b>							
Charitable activities	7	35,712	120,699	156,411	17,398	147,303	164,701
<b>Total expenditure</b>		<b>35,712</b>	<b>120,699</b>	<b>156,411</b>	<b>17,398</b>	<b>147,303</b>	<b>164,701</b>
<b>Net income/(expenditure)</b>		<b>15,483</b>	<b>(56,157)</b>	<b>(40,674)</b>	<b>33,089</b>	<b>(42,546)</b>	<b>(9,457)</b>
Transfers between funds		(53,289)	53,289	-	-	-	-
<b>Net movement in funds</b>	9	<b>(37,806)</b>	<b>(2,868)</b>	<b>(40,674)</b>	<b>33,089</b>	<b>(42,546)</b>	<b>(9,457)</b>
<b>Reconciliation of funds:</b>							
Fund balances at 1 April 2023		70,413	2,868	73,281	37,324	45,414	82,738
<b>Fund balances at 31 March 2024</b>		<b>32,607</b>	<b>-</b>	<b>32,607</b>	<b>70,413</b>	<b>2,868</b>	<b>73,281</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION

## BALANCE SHEET

AS AT 31 MARCH 2024

		2024		2023	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	13		1,939		2,292
<b>Current assets</b>					
Cash at bank and in hand		33,455		74,706	
<b>Creditors: amounts falling due within one year</b>	14	(2,787)		(3,717)	
<b>Net current assets</b>			30,668		70,989
<b>Total assets less current liabilities</b>			32,607		73,281
<b>Net assets excluding pension liability</b>			32,607		73,281
<b>The funds of the charity</b>					
Restricted income funds	16		-		2,868
Unrestricted funds			32,607		70,413
			32,607		73,281

The financial statements were approved by the trustees on 20 January 2025

Ms T Swaby  
Trustee



# BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2024

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#### 1 Accounting policies

##### Charity information

Bath Ethnic Minority Senior Citizens Association is a charity run as an association without limited liability.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). 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 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

##### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

##### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2024**

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### **1 Accounting policies**

**(Continued)**

#### **1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### **1.6 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and machinery	33.3% on computers and 15% on other equipment reducing balance
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### **1.7 Impairment of fixed assets**

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### **1.8 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

### 1 Accounting policies

(Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

### 1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Income from donations and legacies

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Donations and gifts	6,754	2,841

# BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 4 Income from charitable activities

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
<b>Core service</b>						
Services provided under contract	3,832	-	3,832	1,218	-	1,218
Sales of services by beneficiaries	301	-	301	41	-	41
Performance related grants	35,000	-	35,000	35,113	-	35,113
Other income	-	64,542	64,542	114	104,757	104,871
	<u>39,133</u>	<u>64,542</u>	<u>103,675</u>	<u>36,486</u>	<u>104,757</u>	<u>141,243</u>

### 5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	<u>243</u>	<u>108</u>

### 6 Other income

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Other income	<u>5,065</u>	<u>11,052</u>

# BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 7 Expenditure on charitable activities

	Core service 2024 £	Core service 2023 £
<b>Direct costs</b>		
Staff costs	91,996	94,694
Depreciation and impairment	353	420
Charitable expenditure heading 1	29,861	55,726
	<u>122,210</u>	<u>150,840</u>
<b>Share of support and governance costs (see note 8)</b>		
Support	24,380	12,841
Governance	9,821	1,020
	<u>156,411</u>	<u>164,701</u>
<b>Analysis by fund</b>		
Unrestricted funds	35,712	17,398
Restricted funds	120,699	147,303
	<u>156,411</u>	<u>164,701</u>

### 8 Support costs allocated to activities

	2024 £	2023 £
Premises costs	658	1,002
IT costs	180	-
Stationery and office supplies	9,257	3,583
Communications	2,494	2,330
Travelling	7,664	3,744
Repair and maintenance	479	-
Welfare costs	1,763	1,172
Fees and subscriptions	1,885	1,010
Governance costs	9,821	1,020
	<u>34,201</u>	<u>13,861</u>
<b>Analysed between:</b>		
Core service	<u>34,201</u>	<u>13,861</u>

### 9 Net movement in funds

	2024 £	2023 £
The net movement in funds is stated after charging/(crediting):		
Depreciation of owned tangible fixed assets	<u>353</u>	<u>420</u>

# BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### 10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 11 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
	6	8
	<u>6</u>	<u>8</u>
<b>Employment costs</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Wages and salaries	90,088	92,744
Other pension costs	1,908	1,950
	<u>91,996</u>	<u>94,694</u>
	<u>91,996</u>	<u>94,694</u>

There were no employees whose annual remuneration was more than £60,000.

#### Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2024 £	2023 £
Aggregate compensation	21,621	22,153
	<u>21,621</u>	<u>22,153</u>

### 12 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

# BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 13 Tangible fixed assets

	Plant and machinery £
<b>Cost</b>	
At 1 April 2023	14,344
At 31 March 2024	14,344
<b>Depreciation and impairment</b>	
At 1 April 2023	12,052
Depreciation charged in the year	353
At 31 March 2024	12,405
<b>Carrying amount</b>	
At 31 March 2024	1,939
At 31 March 2023	2,292

### 14 Creditors: amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	390	2,382
Other creditors	596	134
Accruals and deferred income	1,801	1,201
	<u>2,787</u>	<u>3,717</u>

### 15 Retirement benefit schemes

	2024 £	2023 £
<b>Defined contribution schemes</b>		
Charge to profit or loss in respect of defined contribution schemes	<u>1,908</u>	<u>1,950</u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

# BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

#### 16 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2024 £
	2,868	64,542	(120,699)	53,289	-
Previous year:	At 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2023 £
	45,414	104,757	(147,303)	-	2,868

#### 17 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2024 £
General funds	70,413	51,195	(35,712)	(53,289)	32,607
Previous year:	At 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2023 £
General funds	37,324	50,487	(17,398)	-	70,413

#### 18 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 March 2024:			
Tangible assets	1,939	-	1,939
Current assets/(liabilities)	30,668	-	30,668
	32,607	-	32,607



# BATH ETHNIC MINORITY SENIOR CITIZENS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2024**

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### 18 Analysis of net assets between funds

(Continued)

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
<b>At 31 March 2023:</b>			
Tangible assets	2,292	-	2,292
Current assets/(liabilities)	68,121	2,868	70,989
	<u>70,413</u>	<u>2,868</u>	<u>73,281</u>

### 19 Related party transactions