

CHINESE HEALTH INFORMATION CENTRE

England & Wales · Charity number 1094063

Details

Other names CHIC

Status Registered

Legal form Charitable company

Company number [04473484](#)

Registered 2002-10-07

Register [View on the Charity Commission register](#)

Contact

Address 6 Houldsworth Street
Manchester
M1 1EJ

Phone 01612280138

Email chic.manchester@gmail.com

Website www.chinese-health.org.uk

Activities

Objects: TO PROVIDE BENEFITS FOR THE INHABITANTS OF GREATER MANCHESTER, IN PARTICULAR THE CHINESE AND SOUTH EAST ASIAN RESIDENTS, WITHOUT DISTINCTION OF SEX, OR OF POLITICAL, RELIGIOUS OR OTHER OPINION, BY ASSOCIATING THE LOCAL AUTHORITIES, VOLUNTARY ORGANISATIONS, AND THE LOCAL INHABITANTS IN THE FOLLOWING WAYS:A) THE RELIEF OF SICKNESS BY THE PROVISION OF AN ADVICE, COUNSELLING AND SUPPORT SERVICE.B) THE PRESERVATION AND PROTECTION OF GOOD HEALTH BY PROMOTING HEALTH EDUCATION.C) THE RELIEF OF POVERTY AND SICKNESS AND THE DISTRESS ARISING THEREFROM, BY THE PROVISION OF ADVOCACY SERVICES, IN ORDER TO GAIN ACCESS TO EDUCATIONAL, ECONOMIC, HEALTH, HOUSING, LEISURE, SOCIAL WELFARE AND OTHER SERVICES.

Activities: Provision of health services, health information and support, health promotion and interpreting service; drop in service, Chinese GP drop in surgery, health activities for older people, foot screening service, telephone information and help service, drop in service and health checks. General information and support service.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** Children/young People, Elderly/old People, People Of A Particular Ethnic Or Racial Origin

Geography

- **Area of benefit:** GREATER MANCHESTER.
- Bolton
- Bury
- Manchester City
- Oldham
- Rochdale
- Salford City
- Stockport
- Tameside
- Trafford
- Wigan

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£71,599	£108,634	-	-
2024-03-31	£178,251	£177,961	-	-
2023-03-31	£122,520	£127,533	-	-
2022-03-31	£98,038	£100,920	-	-
2021-03-31	£80,504	£98,877	-	-

Trustees

Name	Role	Appointed
Professor Shulan Tang	Chair	2024-07-03
CHI KIN HO		2012-01-04
Dr Chung Tai Chiu		2024-07-03
Dr SIMON SIU MAN KAN		
MR KEN SHIEU		
MR PAUL YU		
MR WARREN YEUNG		
Mei Yin Stott		2017-12-13
Professor Mark Benjamin Gabbay		2024-04-03

CHINESE HEALTH INFORMATION CENTRE

England & Wales - Charity number 1094063

Accounts

CHINESE HEALTH INFORMATION CENTRE

COMPANY REGISTRATION NUMBER : 4473484

CHARITY REGISTRATION NUMBER : 1094063

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

CHINESE HEALTH INFORMATION CENTRE

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

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CHINESE HEALTH INFORMATION CENTRE

Report of the Trustees for the Year Ended 31ST March 2025

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2025 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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) (January 2019).

Reference and Administrative Information

Charity Name: Chinese Health Information Centre

Charity Number: 1094063

Company No: 4473484

Directors and Trustees

The directors of the charitable company (Chinese Health Information Centre) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since year end was as follows:

Mr Kui Keung Yeung (Treasurer)

Mr Kenneth Shieu

Mr Chi Kin Ho

Mr Kwong Hon Yu (Company Secretary)

Dr Siu Man Kan (Vice Chairman)

Mrs Mei Yin Stott

Prof. Shulan Tang

Prof. Mark Gabbay

Dr Chung Tai Chiu

Mr Wai Ling Wong

Management Committee Members

Professor Shu Lan Tang (Chairman)

Key Management Personnel: Trustees and Directors

Chair of Trustees

Senior Manager

Mrs Shirley Lo Ping He

Registered Office

6-8 Houldsworth Street

Manchester

M1 1EJ

CHINESE HEALTH INFORMATION CENTRE

Independent Examiners

Hilton Jones Chartered Certified Accountants
Hollinwood Business Centre
Albert Street
Oldham
Lancashire OL8 3QL

Bankers

Royal Bank of Scotland
Drummond House (DQ) Branch
Customer Service Centre
Drummond House 1
Redheughs Avenue
Edinburgh
EH12 9 JN

Objectives and Activities

The purpose of the charity is to provide culturally appropriate, high-quality and professional health information services to Manchester's local Chinese and South-East Asian communities.

The aims of the charity are:

- Tackle health inequalities
- Promote health and wellbeing
- To prevent illness
- Reduce isolation and loneliness

The objectives of the charity are to work closely with both statutory and voluntary organizations, liaise with health and educational professionals and involve Greater Manchester's local Chinese Communities to:

- Improve the health status and quality of life for Chinese individuals and community groups living in and around the Manchester area
Provide accessible and culturally appropriate health information and wellbeing services to Chinese and South-East Asian residents
- Provide consultative, advisory and support services to other organizations
- Participate in health policy consultations; health needs assessments; research and evaluation aimed at identifying service gaps and improving services to meet those needs

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the Charity's aims and objectives, in planning future activities, and setting the policies for the year.

The charity furthers its charitable purposes for the public benefit through the organization and provision of a wide range of health information, advice and activities, designed to reduce loneliness and isolation, and improve service user's physical and mental health and wellbeing.

CHINESE HEALTH INFORMATION CENTRE

Structure, Governance and Management

Chinese Health Information Centre is a company limited by guarantee governed by its Memorandum and Articles of Association dated 29th June 2002. It is registered as a charity with the Charity Commission 7th October 2002.

Appointment of Trustees

As set out in the Articles of Association the appointment of trustees shall be reviewed every three years.

Trustee Induction and Training

On appointment, Trustees are given an induction to their roles and responsibilities and access to relevant literature from the Charity Commission, Companies House etc.

Organisation

The board of trustees administers the charity. The board normally meets 6 times a year. A Nurse Operations Manager is appointed by the trustees to manage the day-to-day operations of the charity.

Related Parties and Organisations

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee and senior manager with any service providers must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year any such related party transactions are reported in Note 11.

Review of Achievements and Public Benefit

Our mission is to reduce health inequalities, improve overall health and quality of life, and empower individuals to stay healthy, live well, and remain happy. We support people to remain physically active, socially connected, mentally engaged, and confident in learning new skills. These aims and objectives continue to guide our work and remain central to our commitment to the community.

This reporting period has been one of the most challenging in the Centre's history, primarily due to significant funding constraints and limited resources. Despite these difficulties, we are proud to report that we have continued to deliver our services effectively and achieved meaningful outcomes for the community we serve.

Maintaining Core Services

Throughout the year, CHIC successfully maintained its core services, ensuring continuity of support for service users who rely on us for information, advocacy, and community connection.

Telephone Enquiries and Case Support

A total of **77 recorded enquiries** were received, primarily relating to CHIC services and activities. These included requests for:

- Interpreting support for NHS appointments
- Assistance with booking NHS, optician and dentist appointments
- Help completing (health & social) forms

CHINESE HEALTH INFORMATION CENTRE

In addition, a substantial number of enquiries were received via **mobile phone, WhatsApp, and WeChat**, which were not formally recorded. This highlights a significantly higher level of demand for our services than recorded figures alone indicate.

Centre Attendance and Engagement

During the year, **1,990 visits** were recorded at the Centre.

- **79.5% (1,585 visits, involving 160 individuals)** were made by regular service users engaging in a wide range of activities and support services, including:
 - The Choir
 - Cantonese Opera Singing Group
 - Karaoke Singing Group
 - English classes
 - Memory Lane Support Group
 - Parents and Carers of Autistic Children Support Group
 - Health seminars and other community activities

These activities play a vital role in promoting mental wellbeing, reducing isolation, strengthening social connections, and supporting confidence and lifelong learning.

Health and Wellbeing Support

Approximately **15% (290 visits)** related to individuals with specific health and wellbeing needs. Support provided included:

- Assistance with booking NHS appointments (GPs, opticians, dentists)
- Arranging hospital transport
- Support with access to vaccinations
- Requests for interpreting services
- Help understanding NHS and social care correspondence

Through this work, CHIC continues to act as a trusted bridge between the Chinese community and health and social care systems, helping to reduce barriers to access and improve health outcomes.

Reducing Isolation and Promoting Social Inclusion

To reduce isolation and enhance physical, mental, and social wellbeing, the Centre organised a range of community events during the year. These activities benefited a large number of community members:

- **106 people** participated in a day trip to The Piece Hall and Harrogate
- **52 people** took part in a Dedale Park walk and a day trip to Buxton
- **75 people** took part in the 2024 Christmas Lunch Parties
- **100 people** took part in the 2025 Chinese New Year Celebration
- **120 women** participated in the 2025 International Women's Day (8 March) Celebration
- **166 members** from the Chinese community participated in the regular weekly walk, over 40 sessions have been organized
-

These events provided valuable opportunities for social connection, physical activity, and cultural celebration.

CHINESE HEALTH INFORMATION CENTRE

Annual Fundraiser

In **November 2024**, the Centre successfully raised **£35,652 (excluding expenses)** through its annual fundraising event. This income represented one of the most significant sources of unrestricted funding for the year and was vital in supporting core services.

Funded Projects

Funding secured in previous years enabled the Centre to continue delivering a number of important projects during this reporting period.

Cycle & Stride Project

Funded by **Transport for Greater Manchester (TfGM)** through Greater Manchester Transport.

- **120 people**, including older adults, families, and children, benefited from activities such as:
 - Nordic Walking
 - Track Cycling
 - Bike Safety and Maintenance Training
 - First Aid Training
 - Throw Line Training

I Love Manchester Fund

- **75 people** participated in **106 sessions** delivered across two trilingual basic English classes (Cantonese, Mandarin, and English), supporting integration, confidence, and access to services.

Community Partnerships and Collaboration

North West Ambulance Service (NWAS) and North West Patient Transport Service

As part of our partnership with NWAS:

- **22 members** of the Chinese community attended an NWAS Open Awareness Day, where CPR was demonstrated and taught
- CHIC facilitated a **focus group of 8 participants** to provide feedback to NWAS on service improvement
- CHIC supported NWAS staff to conduct **two video interviews** with community members
- Bilingual English/Chinese information leaflets about NWAS and Patient Transport Services were made available
- A further Community Awareness Day is planned for the coming year

COVID-19 and Flu Vaccination Clinics

CHIC supported **74 non-English-speaking individuals** to access a two-day COVID-19 and flu vaccination clinic. Health checks were also provided, and several individuals with high blood pressure were identified and referred to their GP for follow-up.

CHINESE HEALTH INFORMATION CENTRE

Financial Review

The attached financial statements show the current state of the charity's finances, which the Trustees consider to be satisfactory given the challenging funding environment.

Total income for the year was **£71,599** (2024: £178,251), with total expenditure of **£108,634** (2024: £177,961), resulting in a **deficit of £37,035** (2024: surplus of £290). The main sources of income were small grants, income from health interpreting services, and the annual fundraising event.

To sustain services, the Management Committee made a strategic decision to utilise a portion of the charity's reserves during the year.

Investment Powers and Policy

The Trustees, having regard to the charity's liquidity requirements, have retained available funds in an interest-bearing deposit account.

Reserves Policy and Concerns

At **31 March 2025**, unrestricted reserves stood at **£381,722**, of which **£226,974** were free reserves after allowing for funds tied up in tangible fixed assets.

The Trustees aim to maintain free reserves equivalent to approximately **18 months of running costs** (currently £162,950), in line with CHIC's financial strategy. This level of reserves provides sufficient flexibility to respond to funding opportunities while ensuring governance and support costs are met.

Having reviewed reserves, the financial strategy plan, and the annual budget, the Trustees consider the charity to be a **going concern**. Any reliance on grant funding is managed through a flexible approach to staffing and service delivery.

Risk Management

The Trustees have reviewed the major risks facing the charity and have established appropriate systems and controls to mitigate these risks.

Plans for Future Periods

The CHIC Management Committee has agreed a Financial Strategy Plan for the coming years, which includes:

- Setting aside **£80,000** as an emergency reserve
- Minimising costs and reducing running expenses
- Increasing income from interpreting services
- Training and recruiting community health interpreters to meet rising demand, including needs linked to new Hong Kong funding
- Continuing annual fundraising activities
- Using Chinese festivals and community events as fundraising opportunities
- Seeking continued support through the SLA with **Your Housing Group (YHG)**

CHINESE HEALTH INFORMATION CENTRE

- Identifying and bidding for new funding and sponsorship opportunities
- Promoting a room-hire facility via CHIC's website to generate additional income
- Further developing and expanding the Parents and Carers of Autistic Children Support Group
- Maintaining all core services
- Ensuring long-term financial stability

Trustees' Responsibilities in Relation to Financial Statements

The charity trustees (who are also the directors of Chinese Health Information Service for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that 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 safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the board of trustees

CHINESE HEALTH INFORMATION CENTRE

KUI KEUNG YEUNG

Mr. Kui Keung Yeung (Treasurer)

Date: 17th February 2026

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHINESE
HEALTH INFORMATION CENTRE**

I report on the accounts of the company for the year ended 31st March 2025, which are set out on pages 9 to 19.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, ; and
 - with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

James Hilton-Jones FCCA
Hilton Jones Chartered Certified Accountants
Hollinwood Business Centre, Albert Street
Oldham, Lancashire OL8 3QL

JM Hilton-Jones

Date: 17st February 2026

STATEMENT OF FINANCIAL ACTIVITIES
(including Income & Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2025

INCOME FROM:	Notes	Unrestricted Funds £	Restricted Funds £	2025 Total Funds £	2024 Total Funds £
Incoming Resources from Generated Funds					
Donations & Legacies		2,425	-	2,425	4,430
Investment Income		3,528	-	3,528	3,627
Charitable Activities	4	21,953	3,319	25,272	143,907
Other Trading Activities	5	40,374	-	40,374	26,287
TOTAL		<u>68,280</u>	<u>3,319</u>	<u>71,599</u>	<u>178,251</u>
EXPENDITURE ON:					
Raising Funds	6	(11,584)	-	(11,584)	(11,052)
Charitable Expenditure	7	(93,439)	(3,611)	(97,050)	(166,909)
TOTAL		<u>(105,023)</u>	<u>(3,611)</u>	<u>(108,634)</u>	<u>(177,961)</u>
NET INCOMING (OUTGOING) RESOURCES BEFORE TRANSFERS					
		(36,743)	(292)	(37,035)	290
Gross Transfers between funds	16	-	-	-	-
		<u>(36,743)</u>	<u>(292)</u>	<u>(37,035)</u>	<u>290</u>
RECONCILIATION OF FUNDS					
Total Funds Brought Forward		418,465	9,743	428,208	427,918
TOTAL FUNDS CARRIED FORWARD	16	<u><u>381,722</u></u>	<u><u>9,451</u></u>	<u><u>391,173</u></u>	<u><u>428,208</u></u>

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

The notes on pages 12 to 19 form part of these accounts.

BALANCE SHEET AS AT 31 MARCH 2025

		2025 £	2024 £
FIXED ASSETS			
Tangible Fixed Assets	12	154,748	159,781
CURRENT ASSETS			
Debtors	13	3,954	8,748
Cash at Bank and in Hand		<u>234,878</u>	<u>277,178</u>
		238,832	285,926
LIABILITIES:			
Amounts falling due within one year	14	<u>(2,407)</u>	<u>(17,499)</u>
NET CURRENT ASSETS		236,425	268,427
		<u>391,173</u>	<u>428,208</u>
THE FUNDS OF THE CHARITY			
Restricted Funds	17	9,451	9,743
Unrestricted Funds	17	381,722	418,465
TOTAL CHARITY FUNDS		<u>391,173</u>	<u>428,208</u>

For the year in question the company was entitled to the exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required The company to obtain an audit of its accounts for the year in question in accordance with section 476.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved on behalf of the Board of Trustees:

KUI KEUNG YEUNG

Trustee Mr Kui Keung Yeung

Date: 17th February 2026

The notes on pages 12 to 19 form part of these accounts.

STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 31 MARCH 2025

RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2025	2024
	£	£
Net movement in funds	(37,035)	290
Add back depreciation	5,033	5,033
Deduct investment income	(3,528)	(3,627)
Decrease/(increase) in debtors	4,794	1,711
Increase/(decrease) in creditors	(15,092)	(6,406)
Net cash used in operating activities	<u>(45,828)</u>	<u>(2,999)</u>
Cash flows from investment activities:		
Interest	3,528	3,627
Purchase of assets	-	(626)
Net cash provided by investing activities	<u>3,528</u>	<u>3,001</u>
Increase/(decrease) in cash and cash equivalents during the year	(42,300)	2
Cash and cash equivalents brought forward	277,178	277,176
Cash and cash equivalents carried forward	<u><u>234,878</u></u>	<u><u>277,178</u></u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

1. ACCOUNTING POLICIES**(a) Basis of preparation and assessment of going concern**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The 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 January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There are 5 restricted funds at the year end.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion have created a fund for a specific purpose.

Further details of each fund are disclosed in note 16.

(c) Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Fee and grant income are reflected in the accounts when receivable. Grants are recognised when the conditions for their receipt have been met - this may be based on performance of a task or purchase of goods or services. Grants which relate to a specified future period are deferred.

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Operating income represents grants, contracts, fees and sundry income receivable.

(d) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (g) below.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on staff time and facilities used in each activity.

The allocation of support and governance costs is analysed in note 8.

(g) Charitable Activities

Costs of charitable activities include governance costs and an apportionment of support costs as shown in Note 7.

(h) Tangible fixed assets and depreciation

Fixed assets are included in the accounts at net book value. Additions of a single item or a group of similar assets exceeding £500, are capitalised at cost (valuation for donated assets).

Depreciation is provided to write off the cost less the estimated residual value of tangible fixed assets over their estimated useful lives as follows:-

Computers	33 1/3% p.a. on original cost
Fixtures, Fittings & Equipment	25% p.a. on original cost
Buildings	over 50 years from 2012
Refurbishment	20% on cost

(i) Debtors

Trade and other debtors are recognised at settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(j) Creditors and Provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(k) Taxation

The organisation is exempt from income tax by reason of its charitable status. Income tax suffered on investment income is reclaimed in full. The Charity is registered for VAT.

(l) Pensions

The charity is a member of an auto enrolment pension scheme. The charity has no liability beyond making its contributions and paying across the deductions for the employee's contributions.

(m) Contingent liabilities

A contingent liability is identified and disclosed for those transactions resulting from a possible obligation which will only be confirmed by the occurrence of one or more uncertain future events not wholly within the trustees' control.

2 NET INCOME FOR THE YEAR

	2025	2024
	£	£
This is stated after charging:		
Depreciation - owned assets	5,033	5,033
Independent Examiners Fees	855	830
Other financial services	780	409
	<u>780</u>	<u>409</u>

3 TAX ON SURPLUS ON ORDINARY ACTIVITIES

(See taxation policy note above)

2025	2024
£	£

-	-
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4 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total 2025
	£	£	£
Specialist Interpreting Services (medical / health)	17,059	-	17,059
Manchester Health & Care Commissioning - Covid Clinic	2,850	2,000	4,850
Transport for Greater Manchester	-	150	150
Altogether Fund - Canal & River Trust	-	625	625
Women's Day	-	544	544
Activity Income	1,924	-	1,924
Other Income	120	-	120
	<u>21,953</u>	<u>3,319</u>	<u>25,272</u>

Previous Year

	Unrestricted Funds	Restricted Funds	Total 2024
	£	£	£
Specialist Interpreting Services (medical / health)	113,874	-	113,874
Your Housing Group (YHG) SLA Grants	-	10,000	10,000
GM Sport	-	100	100
We Love Manchester	-	4,000	4,000
Transport for Greater Manchester	-	10,000	10,000
Altogether Fund - Canal & River Trust	-	70	70
Manchester City Council	-	500	500
Forever Manchester - Together Energy Fund	-	2,404	2,404
Activity Income	2,839	-	2,839
Other Income	120	-	120
	<u>116,833</u>	<u>27,074</u>	<u>143,907</u>

5 INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total 2025
	£	£	£
Charity Gala Dinner Fundraising Event	36,912	-	36,912
Chinese New Year Fundraising	874	-	874
Raffles	2,588	-	2,588
	<u>40,374</u>	<u>-</u>	<u>40,374</u>

Previous Year

	Unrestricted Funds	Restricted Funds	Total 2024
	£	£	£
Charity Gala Dinner Fundraising Event	24,551	-	24,551
Chinese New Year Fundraising	1,404	-	1,404
Raffles	332	-	332
	<u>26,287</u>	<u>-</u>	<u>26,287</u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

15

6 COST OF RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
Charity Gala Dinner Fundraising Event	8,198	-	8,198	7,908
Consultancy	2,882	-	2,882	2,117
Other fundraising costs	504	-	504	1,027
	<u>11,584</u>	<u>-</u>	<u>11,584</u>	<u>11,052</u>

7 EXPENDITURE

	Interpreting Service £	Other Activities £	Total 2025 £
Wages and Salaries - interpreting	16,701	21,333	38,034
Staff Travel	-	54	54
Bank Interpreting Expenses	8,747	-	8,747
Activities for Older People	-	215	215
Tai Chi Classes	-	260	260
Centre Health Activities	-	4,662	4,662
Walking Project	-	317	317
Ride for Health	-	2,253	2,253
Women Health Day	-	48	48
Covid Clinic	-	517	517
Other activities	-	2,000	2,000
Support Costs	4,581	33,536	38,117
Governance Costs	1,370	456	1,826
	<u>31,399</u>	<u>65,651</u>	<u>97,050</u>
Restricted			3,611
Unrestricted			<u>93,439</u>
			<u>97,050</u>

Previous Year

	Interpreting Service £	Other Activities £	Total 2024 £
Wages and Salaries - interpreting	27,659	21,334	48,993
Staff Travel	-	37	37
Bank Interpreting Expenses	68,944	-	68,944
Activities for Older People	-	2,585	2,585
Tai Chi Classes	-	1,425	1,425
Centre Health Activities	-	442	442
Walking Project	-	1,504	1,504
Ride for Health	-	123	123
Other activities	-	1,716	1,716
Support Costs	4,958	32,885	37,843
Governance Costs	1,112	2,185	3,297
	<u>102,673</u>	<u>64,236</u>	<u>166,909</u>
Restricted			32,295
Unrestricted			<u>87,390</u>
			<u>119,685</u>

8 ALLOCATION OF GOVERNANCE AND SUPPORT COSTS

	<i>Basis of Apportionment</i>	General		Total 2025	Total 2024
		Support	Governance		
		£	£	£	£
Employment Costs	<i>Staff Time</i>	21,394	-	21,394	21,548
Insurance	<i>Space Used</i>	3,273	-	3,273	3,032
Rent, Rates, Heat, Light & Water	<i>Space Used</i>	4,773	-	4,773	5,277
Repairs and Maintenance	<i>Space Used</i>	1,483	-	1,483	655
Minor Equipment	<i>Space Used</i>	-	-	-	179
Printing, Stationery & Post	<i>Staff Time</i>	22	-	22	550
Telephone	<i>Staff Time</i>	863	-	863	918
Website	<i>Staff Time</i>	108	-	108	101
Depreciation	<i>Staff Time</i>	5,034	-	5,034	5,034
Subscriptions	<i>Staff Time</i>	129	-	129	185
Venue Hire	<i>Space Used</i>	66	-	66	-
Sundries	<i>Staff Time</i>	282	-	282	295
Irrecoverable VAT		690	-	690	69
AGM		-	-	-	1,815
Accountancy & Payroll		-	1,468	1,468	1,072
Bank Charges & Interest		-	358	358	410
		38,117	1,826	39,943	41,140

9 STAFF NUMBERS AND COSTS

	2025	2024
	£	£
Wages and Salaries	57,421	68,534
Social Security Costs	658	658
Pension Costs	1,349	1,349
	59,428	70,541

No employee earned £60,000 per annum or more.

The average number of employees was 5, 1 full time, 1 part time and 3 sessional interpreters.

The average number of employees by full time equivalent was:

Management & Administration	1	1
Provision of Services	1	1
	2	2

The charity considers its key management personnel comprises the trustees and manager. The total employment benefits, including employer N.I. and pension contributions of the key management personnel was £42,666 (previous year: £42,667).

No employee earned £60,000 p.a. or more, and no director was paid any remuneration.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

10 CAPITAL COMMITMENTS

Contracted for but not provided

2025	2024
£ nil	£ nil

11 TRUSTEES' REMUNERATION AND EXPENSES

No remuneration, directly or indirectly out of the funds of the charity, was paid or payable during the period, to any trustee or to any persons known to be connected with any of them.

No reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the period.

12 TANGIBLE FIXED ASSETS

	Building	Fixtures & Fittings	Computers & Equipment	Refurbishment	Total
	£	£	£	£	£
COST					
As At 1 April 2024	212,926	40,064	18,696	10,628	282,314
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31 March 2025	<u>212,926</u>	<u>40,064</u>	<u>18,696</u>	<u>10,628</u>	<u>282,314</u>
DEPRECIATION					
As At 1 April 2024	54,656	38,970	18,279	10,628	122,533
Charge for Year	4,277	547	209	-	5,033
Disposals	-	-	-	-	-
At 31 March 2025	<u>58,933</u>	<u>39,517</u>	<u>18,488</u>	<u>10,628</u>	<u>127,566</u>
NET BOOK VALUE					
At 31 March 2025	<u>153,993</u>	<u>547</u>	<u>208</u>	<u>-</u>	<u>154,748</u>
At 31 March 2024	<u>158,270</u>	<u>1,094</u>	<u>417</u>	<u>-</u>	<u>159,781</u>

13 DEBTORS

	2025	2024
	£	£
Other Debtors	1,667	6,307
Prepayments	2,287	2,441
	<u>3,954</u>	<u>8,748</u>
Restricted Funds	-	2,500
Unrestricted Funds	3,954	6,248
	<u>3,954</u>	<u>8,748</u>

14 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Bank Current Account	-	5,488
Other Creditors	248	260
Other Taxes & Social Security Costs	488	7,971
Accruals	1,671	3,780
	<u>2,407</u>	<u>17,499</u>

All liabilities relate to unrestricted funds in 2025 and 2024.

15 CONTINGENT LIABILITIES

	2025	2024
	£	£
At 31 March	<u>-</u>	<u>-</u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

16 MOVEMENT IN FUNDS	Balance at 1.4.24	Incoming	Transfers	Outgoing	Balance at 31.3.25
	£	£	£	£	£
RESTRICTED FUNDS					
We Love Manchester - English Classes	2583	-	-	(1,613)	970
Transport for Gr Manchester - Cycle & Ride	7160	150	-	(1,506)	5,804
Manchester Health & Care Commissioning	-	2,000	-	(492)	1,508
Altogether Fund - Canal & River Trust	-	625	-	-	625
Women's Day	-	544	-	-	544
	<u>9,743</u>	<u>3,319</u>	<u>-</u>	<u>(3,611)</u>	<u>9,451</u>
UNRESTRICTED FUNDS					
General	258,684	68,280	-	(100,616)	226,348
Designated Capital Fund	159,781	-	-	(4,407)	155,374
	<u>418,465</u>	<u>68,280</u>	<u>-</u>	<u>(105,023)</u>	<u>381,722</u>
TOTAL FUNDS	<u>428,208</u>	<u>71,599</u>	<u>-</u>	<u>(108,634)</u>	<u>391,173</u>
Previous Year					
	Balance at 1.4.23	Incoming	Transfers	Outgoing	Balance at 31.3.24
	£	£	£	£	£
RESTRICTED FUNDS					
Your Housing Group SLA Grants	-	10,000	-	(10,000)	-
GM Sport - Lets Walk	-	100	-	(100)	-
We Love Manchester - English Classes	-	4,000	-	(1,417)	2,583
Transport for Gr Manchester - Cycle & Ride	-	10,000	-	(2,840)	7,160
Salford CVS - GM Walking	4,357	-	-	(4,357)	-
Altogether Fund - Canal & River Trust	-	70	-	(70)	-
Manchester City Council - IWD	-	500	-	(500)	-
Forever Manchester - Together Energy Fund	-	2,404	-	(2,404)	-
	<u>4,357</u>	<u>27,074</u>	<u>-</u>	<u>(21,688)</u>	<u>9,743</u>
UNRESTRICTED FUNDS					
General	259,373	151,177	-	(151,866)	258,684
Designated Capital Fund	164,188	-	-	(4,407)	159,781
	<u>423,561</u>	<u>151,177</u>	<u>-</u>	<u>(156,273)</u>	<u>418,465</u>
TOTAL FUNDS	<u>427,918</u>	<u>178,251</u>	<u>-</u>	<u>(177,961)</u>	<u>428,208</u>

Designated Capital Fund - This represents the book value of assets still to be depreciated. The funds are fully spent.

17 ANALYSIS OF CHARITABLE FUNDS

	Tangible Fixed Assets £	Net Current Assets £	2025 Total £	Tangible Fixed Assets £	Net Current Assets £	2024 Total £
RESTRICTED FUNDS:	-	9,451	9,451	-	9,743	9,743
UNRESTRICTED FUNDS:	154,748	226,974	381,722	159,781	258,684	418,465
	<u>154,748</u>	<u>236,425</u>	<u>391,173</u>	<u>159,781</u>	<u>268,427</u>	<u>428,208</u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025**18 COMPANY STATUS**

The charitable company is limited by guarantee and all members have agreed to contribute a sum not exceeding £1 in the event of a winding up.

19 GOING CONCERN

The company's main source of income is grant funding and interpreting services. The Trustees having regard to future budgets and the current level of reserves consider that it is appropriate to prepare the accounts on a going concern basis and, consequently the accounts do not include any adjustments that would be necessary if the funding sources should cease.

20 POST BALANCE SHEET EVENTS

The trustees consider that there are no significant post balance sheet events that impact on the financial statements as presented.

21 FINANCIAL INSTRUMENTS

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised on a transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at an amortised cost using the effective interest method.

22 CONTROLLING PARTIES

The company is under the joint control of the volunteer Board of Trustees named on Page 1.

Chinese 華人醫務諮詢中心 Health Information Centre

Registered Office Address 辦公室註冊地址: 6-8 Houldsworth Street, Manchester, M1 1EJ
Registered in England and Wales as a company by guarantee (Registered Company No.4473484) &
Registered Charity No. 1094063, Tel/ 電話: 0161 228 0138, Mobile: 07468539973
Email/ 電郵: chic.manchester@gmail.com website/ 網址: www.chinese-health.org.uk

Hilton Jones t/a Community Accountancy Service
Hollinwood Business Centre
Albert Street
Oldham
OL8 3QL

Dear Sirs,

We confirm to the best of our knowledge and belief and having made appropriate enquiries of other Trustees and Officials of the Charity, the following representations given to you in connection with your examination of the Charity's Accounts, for the Year Ended 31st March 2025.

1. We acknowledge as Trustees our responsibility for the accounts, which you have prepared for the Charity. All the accounting records have been made available to you for the purpose of the examination, and all the transactions undertaken by the Charity have been properly reflected and recorded in the accounting records. All other records and related information including minutes of all management meetings have been made available to you.
2. Provision has been made in the Accounts for:
 - all liabilities that exist at the balance sheet date (other than contingent events in respect of which no liability is expected to arise);
 - all losses expected to arise from events, which had occurred by the balance sheet date.
3. At the balance sheet date, none of the liabilities were secured on any assets of the Charity. The assets in the balance sheet at that date were owned by the Charity free of any charge in favour of third parties.
4. At the balance sheet date there were:
 - no material contingent or potential liabilities under claim or pending or threatened litigation,
 - no other material contingent liabilities,
 - no material commitments under contracts placed for capital expenditure.
5. The net book values at which fixed assets are stated in the balance sheet were arrived at:
 - after taking into account as additions all capital (not revenue) expenditure during the year,
 - after writing off all amounts relating to items which had been scrapped or sold during the year,
 - after providing for depreciation on a scale sufficient to cover obsolescence and wear and tear so as to reduce the assets to nil or their residual value by the time the assets are no longer economically useful to the Charity.
6. Other current assets included in the balance sheet are expected to realize at least the amounts at which they stated.

6. All income that arose up to the date of the balance sheet has been brought into account.
7. Except as disclosed in the Accounts, the results for the year were not materially affected by transactions of a nature not usually undertaken by the Charity, by exceptional circumstances or by transactions relating to a previous year.
8. Events since the balance sheet date have been taken into account so far as they have a bearing on the balance sheet. Apart from changes in the ordinary course of business the financial position is not substantially different to that at the balance sheet date.
9. The Charity has at no time during the year made any arrangement, transaction or agreement to provide credit facilities for Trustees, nor to guarantee or provide security for such matters.
11. The Trustees know of no events that are likely to affect the adequacy of working capital to meet foreseeable requirements in the year following the adoption of the Accounts.
12. Other than disclosed in the accounts there have been no transactions between the Charity and other organisations in which any of the Trustees or any persons connected with them have an interest.
13. We have taken all reasonable steps to check the PAYE status of casual workers.

Yours faithfully,

Chair 

ShuLan Tang

Treasurer 

Warren Kui Keung Yeung

On Behalf of the Board of Trustees/Directors

Date: 10th December 2025

CHINESE HEALTH INFORMATION CENTRE

England & Wales - Charity number 1094063

Accounts

CHINESE HEALTH INFORMATION CENTRE

COMPANY REGISTRATION NUMBER : 4473484

CHARITY REGISTRATION NUMBER : 1094063

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

CHINESE HEALTH INFORMATION CENTRE

ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

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12 - 19	NOTES TO THE ACCOUNTS

CHINESE HEALTH INFORMATION CENTRE

Report of the Trustees for the Year Ended 31ST March 2024

The trustees present their annual directors' report and financial statements of the charity for the year ended 31ST March 2024 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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) (January 2019).

Reference and Administrative Information

Charity Name: Chinese Health Information Centre

Charity Number: 1094063

Company No: 4473484

Directors and Trustees

The directors of the charitable company (Chinese Health Information Centre) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since year end was as follows:

Mr Kui Keung Yeung (Treasurer)

Mr Kenneth Shieu

Mr Chi Kin Ho

Mr Kwong Hon Yu (Company Secretary)

Dr Siu Man Kan (Vice Chairman)

Mrs Mei Yin Stott

Prof. Shulan Tang (appointed 3rd July 2024)

Prof. Mark Gabbay (appointed 3rd July 2024)

Dr Chung Tai Chiu (appointed 3rd July 2024)

Mr Wai Ling Wong (appointed 3rd July 2024)

Management Committee Members

Professor Shu Lan Tang (Chairman)

Key Management Personnel: Trustees and Directors

Chair of Trustees

Senior Manager

Mrs Shirley Lo Ping He

Registered Office

6-8 Houldsworth Street

Manchester

M1 1EJ

CHINESE HEALTH INFORMATION CENTRE

Independent Examiners

Community Accountancy Service Limited
The Grange
Pilgrim Drive
Beswick
Manchester, M11 3TQ

Bankers

Royal Bank of Scotland
Drummond House (DQ) Branch
Customer Service Centre
Drummond House 1
Redheughs Avenue
Edinburgh
EH12 9 JN

Objectives and Activities

The purpose of the charity is to provide culturally appropriate, high-quality and professional health information services to Manchester's local Chinese and South-East Asian communities.

The aims of the charity are:

- Tackle health inequalities
- Promote health and wellbeing
- To prevent illness
- Reduce isolation and loneliness

The objectives of the charity are to work closely with both statutory and voluntary organizations, liaise with health and educational professionals and involve Greater Manchester's local Chinese Communities to:

- Improve the health status and quality of life for Chinese individuals and community groups living in and around the Manchester area
Provide accessible and culturally appropriate health information and wellbeing services to Chinese and South-East Asian residents
- Provide consultative, advisory and support services to other organizations
- Participate in health policy consultations; health needs assessments; research and evaluation aimed at identifying service gaps and improving services to meet those needs

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the Charity's aims and objectives, in planning future activities, and setting the policies for the year.

The charity furthers its charitable purposes for the public benefit through the organization and provision of a wide range of health information, advice and activities, designed to reduce loneliness and isolation, and improve service user's physical and mental health and wellbeing.

CHINESE HEALTH INFORMATION CENTRE

Structure, Governance and Management

Chinese Health Information Centre is a company limited by guarantee governed by its Memorandum and Articles of Association dated 29th June 2002. It is registered as a charity with the Charity Commission 7th October 2002.

Appointment of Trustees

As set out in the Articles of Association the appointment of trustees shall be reviewed every three years.

Trustee Induction and Training

On appointment, Trustees are given an induction to their roles and responsibilities and access to relevant literature from the Charity Commission, Companies House etc.

Organisation

The board of trustees administers the charity. The board normally meets 6 times a year. A Nurse Operations Manager is appointed by the trustees to manage the day-to-day operations of the charity.

Related Parties and Organisations

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee and senior manager with any service providers must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year any such related party transactions are reported in Note 11.

Review of Achievements and How Our Activities Benefit the Public

Main achievements during the financial year 2023/2024:

1) We successfully secured funding from Your Housing Group (YHG) for the SLA project, enabling us to deliver a wide range of health activities for YHG residents. A significant number of older members from the Chinese community also benefited from these activities. The project aimed to promote physical and social well-being, increase physical activity, reduce isolation, and enhance community connectedness.

- Total people impacted: 449 through various activities, including:
- Tai Chi Classes: 40 sessions, benefiting 90 participants
- Health Walks: 24 sessions, engaging 83 participants
- Memory Lane Support Group: 12 sessions, supporting 98 older individuals
- Community Health Promotion: 4 sessions, attended by 86 participants
- One-to-One Befriending Telephone Support Service: 17 sessions, assisting 92 individuals
- Additional Project:
- GM Walking Festival Grant: Organized 3 extra community health walks, further benefiting participants.

2) Stronger Communities Fund (We Love MCR Charity Grant):

- 80 bilingual English Classes (Mandarin and Cantonese speakers with limited English)
 - 68 people benefited
 - Duration: January 2023 – November 2024

This project aims to improve English language skills for Mandarin and Cantonese speakers, fostering integration and communication.

CHINESE HEALTH INFORMATION CENTRE

3) TFGM (Transport for Greater Manchester) Funded Projects (October 2023 - November 2024) -Cycle & Stride Project to deliver :

- 12 Bike Track Cycling Sessions
- 7 Bike Ride Events
- 55 Community Health Walks
- 8 Nordic Walking Sessions
- First Aid Training
- 2 Bike Repair and Maintenance Sessions

These initiatives aim to promote active lifestyles, community health, and safety skills.

4) MCC funded Women's Day in March 2024, 160 people attended the event with joy.

5) CHIC received Forever MRC-Together Energy Funds which helped to reduce significantly to running cost (November 2023).

6) Facilitated and organized the 2023 Winter Covid & Flu clinic to increase the uptake of vaccination at CHIC, 89 people benefitted.

7. Continued to supported the Chinese Carers with autistic children group through providing Wechat self-help group, social gathering and cycling sessions. The success of these health activities was evident, benefiting carers, parents and children.

8) Successfully held a large-scale fundraising event in which over £24,851 was raised in November 2023. Over £1,736 was raised in 2024 Chinese New Year and sales of raffles event.

9) Provision of Drop-in Facilities and Telephone Help:

- Total drop-in visits recorded: 1,289
 - Activity users: 75% (993 visits)
- CHIC handled: 184 individuals for social and health matters, including:
 - Explaining NHS letters
 - Assistance with GP and dentist services
 - Making vaccination appointments
 - Requests for interpreters

10) Telephone Information and Support Services:

- Total calls handled by CHIC: 324
- Calls related to CHIC's services: 97.5% (316 calls)
- Calls related to health and social matters: 2.5% (8 calls), which include:
 - Queries about GP, dentist, or optician services
 - Requests for telephone interpretation
 - Requests to book an interpreter for hospital services

CHINESE HEALTH INFORMATION CENTRE

11) Organized Large Scale Outdoor Activities:

- 2023 May Dragon Boat Festival: 60 participants
- 2023 July Southport Day Trip: 106 participants
- 2023 September Mid-Autumn Festival: 70 participants
- 2023 October Day Trip to Cheshire Oaks and Whitby Hall Park: 52 participants
- 2023 Christmas Luncheon Party for Older People: 140 people benefited

These cultural events and trips were aimed at promoting community engagement and social interaction.

12) Support for Cultural Health Activities :

- CHIC continues to provide a cultural environment and platform for non-English speakers by offering:
 - Health Choir Group: 20 people benefited
 - Canton Opera Singing Group: 20 people benefited
 - Karaoke Health Group: 15 people benefited
 - Health Dance Group: 6 people benefited
- These activities:
 - Increase individual confidence and personal growth
 - Help with fundraising at CHIC's annual charity event
 - Are accessible, free, and provide a convenient venue for participants

Above all, the organizations has developed develops wide community net-work and partnership with the following organizations and group

- The Health Developmental Officer of the MCR City Centre
- The Care Co-ordinator of the City Health Centre
- Healthywatch Manchester
- Bee in the loop- Neighbourhood Watch
- Police & Community Together Meeting Group
- River & Canal Trust
- North Manchester Inclusion Partnership
- Manchester Community Central (MCC)
- Voluntary Sector North West(VSNW)
- Federation Chinese Association Manchester(FCAM)
- Manchester Chinese Education Cultural Centre (MCECC)
- Wai Yin Society
- ShuLan College of Chinese Medicine
- Manchester Chinese Art Zon
- Health Inequalities and Science School of Health and Society Faculty of Health, Education and Well-being. University of Wolverhampton
- Birmingham Chinese Society
- University of Manchester PHD research students

CHINESE HEALTH INFORMATION CENTRE

Financial Review

The attached statements show the current state of the Charity's finances, which the Trustees consider to be satisfactory. The management committee continues to invest in and develop services while maintaining existing services. This required us to use some of our reserve funds in the year. Total income in the year was £178,251 (2023 £122,520) and total expenses £177,961 (2023 £127,533) returning a small surplus of £290 (2023 deficit £5,013). The major sources of income were small grants, income generated from health interpreting services and an annual charity fundraising event.

Investment Powers and Policy

The trustees, having regard to the liquidity requirements of operating the charity, have kept available funds in an interest-bearing deposit account.

Reserves Policy and Concerns

The balance held in unrestricted reserves at 31st March 2024 was £418,465 of which £258,684 were free reserves, after allowing for funds tied up in tangible fixed assets.

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately eighteen months of running costs (currently £267,000). This meets with CHIC's financial strategic plan. The trustees consider that this level will provide sufficient funds to respond to applications for grants and ensure that support and governance costs are covered.

Having regard to the level of reserves, financial strategic plan and annual budget the trustees consider that the charity is a going concern. Any reliance on grant funding is managed through a flexible approach to staffing and service provision.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

Plans for Future Periods

CHIC Management Committee has set out a Financial Strategy Plan for future as follows:

- Minimize costs and reduce running costs
- Increase interpreting service income and to train and recruit community health interpreters to meet the rising needs of the new grant from Hong Kong
- Continue to organise annual fund-raising activities
- Use the opportunity of Chinese New Year celebrations to fundraise
- Continue the SLA with Your Housing Group (YHG)
- Seek, identify and bid for other sources of funding and sponsorship
- Publish a room hire facility on CHIC's website to generate more funds
- Further develop and expand the Carers for Autistic Children Support Group
- Maintain all core services
- Maintain financial stability in long term

Trustees' Responsibilities in Relation to Financial Statements

The charity trustees (who are also the directors of Chinese Health Information Service for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that 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 safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the board of trustees

CHINESE HEALTH INFORMATION CENTRE



Mr. Kui Keung Yeung (Treasurer)

Date: 20th December 2024

STATEMENT OF FINANCIAL ACTIVITIES
(including Income & Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2024

INCOME FROM:	Notes	Unrestricted Funds £	Restricted Funds £	Year Ended 31.03.24 Total Funds £	Year Ended 31.03.23 Total Funds £
Incoming Resources from Generated Funds					
Donations & Legacies		4,430	-	4,430	460
Investment Income		3,627	-	3,627	1,198
Other Trading Activities	5	26,287	-	26,287	22,619
Charitable Activities	4	116,833	27,074	143,907	98,243
TOTAL		<u>151,177</u>	<u>27,074</u>	<u>178,251</u>	<u>122,520</u>
EXPENDITURE ON:					
Raising Funds	6	(11,052)	-	(11,052)	(7,848)
Charitable Expenditure	7	(145,221)	(21,688)	(166,909)	(119,685)
TOTAL		<u>(156,273)</u>	<u>(21,688)</u>	<u>(177,961)</u>	<u>(127,533)</u>
NET INCOMING (OUTGOING) RESOURCES BEFORE TRANSFERS					
		(5,096)	5,386	290	(5,013)
Gross Transfers between funds	16	-	-	-	-
		(5,096)	5,386	290	(5,013)
RECONCILIATION OF FUNDS					
Total Funds Brought Forward		423,561	4,357	427,918	432,931
TOTAL FUNDS CARRIED F/WD	16	<u>418,465</u>	<u>9,743</u>	<u>428,208</u>	<u>427,918</u>

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

The notes on pages 12 to 19 form part of these accounts.

CHINESE HEALTH INFORMATION CENTRE

Co.Reg. No. 4473484

10

BALANCE SHEET AS AT 31 MARCH 2024

		2024 £	2023 £
FIXED ASSETS			
Tangible Fixed Assets	12	159,781	164,188
CURRENT ASSETS			
Debtors	13	8,748	10,459
Cash at Bank and in Hand		<u>277,178</u>	<u>277,176</u>
		285,926	287,635
LIABILITIES:			
Amounts falling due within one year	14	<u>(17,499)</u>	<u>(23,905)</u>
NET CURRENT ASSETS		268,427	263,730
		<u>428,208</u>	<u>427,918</u>
THE FUNDS OF THE CHARITY			
Restricted Funds	17	9,743	4,357
Unrestricted Funds	17	418,465	423,561
TOTAL CHARITY FUNDS		<u>428,208</u>	<u>427,918</u>

For the year in question the company was entitled to the exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required The company to obtain an audit of its accounts for the year in question in accordance with section 476.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved on behalf of the Board of Trustees:



Trustee Mr Kui Keung Yeung

Date: 20th December 2024

The notes on pages 12 to 19 form part of these accounts.

STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 31st MARCH 2024

RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2024	2023
	£	£
Net movement in funds	290	(5,013)
Add back depreciation	5,033	4,825
Deduct investment income	(3,627)	(1,198)
Decrease/(increase) in debtors	1,711	(1,594)
Increase/(decrease) in creditors	(6,406)	15,803
Net cash used in operating activities	<u>(2,999)</u>	<u>12,823</u>
Cash flows from investment activities:		
Interest	3,627	1,198
Purchase of assets	(626)	(2,188)
Net cash provided by investing activities	<u>3,001</u>	<u>(990)</u>
Increase/(decrease) in cash and cash equivalents during the year	2	11,833
Cash and cash equivalents brought forward	277,176	265,343
Cash and cash equivalents carried forward	<u><u>277,178</u></u>	<u><u>277,176</u></u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES**(a) Basis of preparation and assessment of going concern**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The 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 January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There are 2 restricted funds at the year end.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion have created a fund for a specific purpose.

Further details of each fund are disclosed in note 16.

(c) Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Fee and grant income are reflected in the accounts when receivable. Grants are recognised when the conditions for their receipt have been met - this may be based on performance of a task or purchase of goods or services. Grants which relate to a specified future period are deferred.

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Operating income represents grants, contracts, fees and sundry income receivable.

(d) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (g) below.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on staff time and facilities used in each activity.

The allocation of support and governance costs is analysed in note 8.

(g) Charitable Activities

Costs of charitable activities include governance costs and an apportionment of support costs as shown in Note 7.

(h) Tangible fixed assets and depreciation

Fixed assets are included in the accounts at net book value. Additions of a single item or a group of similar assets exceeding £500, are capitalised at cost (valuation for donated assets).

Depreciation is provided to write off the cost less the estimated residual value of tangible fixed assets over their estimated useful lives as follows:-

Computers	33 1/3% p.a. on original cost
Fixtures, Fittings & Equipment	25% p.a. on original cost
Buildings	over 50 years from 2012
Refurbishment	20% on cost

(i) Debtors

Trade and other debtors are recognised at settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(j) Creditors and Provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(k) Taxation

The organisation is exempt from income tax by reason of its charitable status. Income tax suffered on investment income is reclaimed in full. The Charity is registered for VAT.

(l) Pensions

The charity is a member of an auto enrolment pension scheme. The charity has no liability beyond making its contributions and paying across the deductions for the employee's contributions.

(m) Contingent liabilities

A contingent liability is identified and disclosed for those transactions resulting from a possible obligation which will only be confirmed by the occurrence of one or more uncertain future events not wholly within the trustees' control.

2 NET INCOME FOR THE YEAR

This is stated after charging:

Depreciation - owned assets
Independent Examiners Fees
Other financial services

	2024	2023
	£	£
	5,033	4,825
	830	985
	409	1,322
	<u>6,272</u>	<u>7,132</u>

3 TAX ON SURPLUS ON ORDINARY ACTIVITIES

(See taxation policy note above)

2024	2023
£	£

-	-
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4 INCOME FROM CHARITABLE ACTIVITIES

Specialist Interpreting Services (medical / health)
Your Housing Group (YHG) SLA Grants
GM Sport
We Love Manchester
Transport for Greater Manchester
Altogether Fund - Canal & River Trust
Manchester City Council
Forever Manchester - Together Energy Fund
Activity Income
Other Income

Unrestricted Funds £	Restricted Funds £	Total 2024 £
113,874	-	113,874
-	10,000	10,000
-	100	100
-	4,000	4,000
-	10,000	10,000
-	70	70
-	500	500
-	2,404	2,404
2,839	-	2,839
120	-	120
<u>116,833</u>	<u>27,074</u>	<u>143,907</u>

Previous Year

Specialist Interpreting Services (medical / health)
ARUK - Inspire Fund
Your Housing Group (YHG) SLA Grants
Your Housing Group (YHG)
National Lottery - Awards for All
Health Challenge Project
Altogether Fund - Canal & River Trust
Salford CVS- Greater Manchester Walking
GTE MRC
NHS GM Integrated Care - Covid Clinic
Workshops
Activity Income

Unrestricted Funds £	Restricted Funds £	Total 2023 £
57,353	-	57,353
-	3,600	3,600
-	10,000	10,000
-	750	750
-	9,855	9,855
-	763	763
-	6,944	6,944
-	4,640	4,640
-	100	100
1,000	-	1,000
225	-	225
3,013	-	3,013
<u>61,591</u>	<u>36,652</u>	<u>98,243</u>

5 INCOME FROM OTHER TRADING ACTIVITIES

Charity Gala Dinner Fundraising Event
Chinese New Year Fundraising
Raffles

Unrestricted Funds £	Restricted Funds £	Total 2024 £
24,551	-	24,551
1,404	-	1,404
332	-	332
<u>26,287</u>	<u>-</u>	<u>26,287</u>

Previous Year

Charity Gala Dinner Fundraising Event
Chinese New Year Fundraising

Unrestricted Funds £	Restricted Funds £	Total 2023 £
21,394	-	21,394
1,225	-	1,225
<u>22,619</u>	<u>-</u>	<u>22,619</u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

15

6 COST OF RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Charity Gala Dinner Fundraising Event	7,908	-	7,908	7,540
Consultancy	2,117	-	2,117	-
Other fundraising costs	1,027	-	1,027	308
	<u>11,052</u>	<u>-</u>	<u>11,052</u>	<u>7,848</u>

7 EXPENDITURE

	Interpreting Service £	Other Activities £	Total 2024 £
Wages and Salaries - interpreting	27,659	21,334	48,993
Staff Travel	-	37	37
Bank Interpreting Expenses	68,944	-	68,944
Activities for Older People	-	2,585	2,585
Tai Chi Classes	-	1,425	1,425
Centre Health Activities	-	442	442
Walking Project	-	1,504	1,504
Ride for Health	-	123	123
Other activities	-	1,716	1,716
Support Costs	4,958	32,885	37,843
Governance Costs	1,112	2,185	3,297
	<u>102,673</u>	<u>64,236</u>	<u>166,909</u>

Restricted	21,688
Unrestricted	145,221
	<u>166,909</u>

Previous Year

	Interpreting Service £	Other Activities £	Total 2023 £
Wages and Salaries - interpreting	24,991	20,381	45,372
Staff Training	-	391	391
Bank Interpreting Expenses	24,443	-	24,443
Activities for Older People	-	2,919	2,919
Tai Chi Classes	-	1,608	1,608
Centre Health Activities	-	962	962
Brain Health	-	890	890
Walking Project	-	283	283
Ride for Health	-	2,278	2,278
Other activities	-	289	289
Volunteer Expenses	-	21	21
Support Costs	4,615	31,763	36,378
Governance Costs	1,816	2,035	3,851
	<u>55,865</u>	<u>63,820</u>	<u>119,685</u>

Restricted	32,295
Unrestricted	87,390
	<u>119,685</u>

8 ALLOCATION OF GOVERNANCE AND SUPPORT COSTS

	<i>Basis of Apportionment</i>	General		Total 2024	Total 2023
		Support	Governance		
		£	£	£	£
Employment Costs	<i>Staff Time</i>	21,548	-	21,548	20,469
Insurance	<i>Space Used</i>	3,032	-	3,032	2,774
Rent, Rates, Heat, Light & Water	<i>Space Used</i>	5,277	-	5,277	3,710
Repairs and Maintenance	<i>Space Used</i>	655	-	655	1,847
Minor Equipment	<i>Space Used</i>	179	-	179	117
Printing, Stationery & Post	<i>Staff Time</i>	550	-	550	330
Telephone	<i>Staff Time</i>	918	-	918	895
Website	<i>Staff Time</i>	101	-	101	72
Depreciation	<i>Staff Time</i>	5,034	-	5,034	4,825
Subscriptions	<i>Staff Time</i>	185	-	185	-
Sundries	<i>Staff Time</i>	295	-	295	466
Irrecoverable VAT		69	-	69	873
AGM		-	1,815	1,815	1,430
Accountancy & Payroll		-	1,072	1,072	2,140
Bank Charges & Interest		-	410	410	281
		37,843	3,297	41,140	40,229

9 STAFF NUMBERS AND COSTS

	2024	2023
	£	£
Wages and Salaries	68,534	64,231
Social Security Costs	658	344
Pension Costs	1,349	1,266
	70,541	65,841

No employee earned £60,000 per annum or more.

The average number of employees was 5, 1 full time, 1 part time and 3 sessional interpreters.

The average number of employees by full time equivalent was:

Management & Administration	1	1
Provision of Services	1	2
	2	3

The charity considers its key management personnel comprises the trustees and manager. The total employment benefits, including employer N.I. and pension contributions of the key management personnel was £42,667 (previous year: £40,762).

No employee earned £60,000 p.a. or more, and no director was paid any remuneration.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

10 CAPITAL COMMITMENTS			2024	2023	
Contracted for but not provided			£ nil	£ nil	
11 TRUSTEES' REMUNERATION AND EXPENSES					
No remuneration, directly or indirectly out of the funds of the charity, was paid or payable during the period, to any trustee or to any persons known to be connected with any of them. No reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the period.					
12 TANGIBLE FIXED ASSETS	Building	Fixtures & Fittings	Computers & Equipment	Refurbishment	Total
COST		£	£	£	£
As At 1 April 2023	212,926	40,064	18,070	10,628	281,688
Additions			626		626
Disposals					-
At 31 March 2024	<u>212,926</u>	<u>40,064</u>	<u>18,696</u>	<u>10,628</u>	<u>282,314</u>
DEPRECIATION					
As At 1 April 2023	50,379	38,423	18,070	10,628	117,500
Charge for Year	4,277	547	209		5,033
Disposals					-
At 31 March 2024	<u>54,656</u>	<u>38,970</u>	<u>18,279</u>	<u>10,628</u>	<u>122,533</u>
NET BOOK VALUE					
At 31 March 2024	<u>158,270</u>	<u>1,094</u>	<u>417</u>	<u>-</u>	<u>159,781</u>
At 31 March 2023	<u>162,547</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>164,188</u>
13 DEBTORS			2024	2023	
			£	£	
Other Debtors			6,307	8,486	
Prepayments			2,441	1,973	
			<u>8,748</u>	<u>10,459</u>	
Restricted Funds			2,500	-	
Unrestricted Funds			6,248	10,459	
			<u>8,748</u>	<u>10,459</u>	
14 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR			2024	2023	
			£	£	
Bank Current Account			5,488	13,058	
Other Creditors			260	459	
Other Taxes & Social Security Costs			7,971	4,255	
Accruals			3,780	6,133	
			<u>17,499</u>	<u>23,905</u>	
All liabilities relate to unrestricted funds in 2024 and 2023.					
15 CONTINGENT LIABILITIES			2024	2023	
			£	£	
At 31 March			-	-	

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

16 MOVEMENT IN FUNDS	Balance at 1.4.23	Incoming	Transfers	Outgoing	Balance at 31.3.24
	£	£	£	£	£
RESTRICTED FUNDS					
Your Housing Group SLA Grants	-	10,000		(10,000)	-
GM Sport - Lets Walk	-	100		(100)	-
We Love Manchester - English Classes	-	4,000		(1,417)	2,583
Transport for Gr Manchester - Cycle & Ride	-	10,000		(2,840)	7,160
Salford CVS - GM Walking	4,357	-		(4,357)	-
Altogether Fund - Canal & River Trust	-	70		(70)	-
Manchester City Council - IWD	-	500		(500)	-
Forever Manchester - Together Energy Fund	-	2,404		(2,404)	-
	4,357	27,074	-	(21,688)	9,743
UNRESTRICTED FUNDS					
General	259,373	151,177	-	(151,866)	258,684
Designated Capital Fund	164,188	-	-	(4,407)	159,781
	423,561	151,177	-	(156,273)	418,465
TOTAL FUNDS	427,918	178,251	-	(177,961)	428,208
Previous Year					
	Balance at 1.4.22	Incoming	Transfers	Outgoing	Balance at 31.3.23
	£	£	£	£	£
RESTRICTED FUNDS					
<i>Your Housing Group (YHG) SLA Grants</i>	-	750		(750)	-
<i>Your Housing Group (YHG)</i>	-	10,000		(10,000)	-
<i>ARUK - Inspire Fund</i>	-	3,600		(3,600)	-
<i>Health Challenge Project</i>	-	763		(763)	-
<i>Salford CVS - GM Walking</i>	-	4,640		(283)	4,357
<i>Altogether Fund - Canal & River Trust</i>	-	6,944		(6,944)	-
<i>GTE MRE Sport</i>	-	100		(100)	-
<i>National Lottery Awards for All</i>	-	9,855		(9,855)	-
	-	36,652	-	(32,295)	4,357
UNRESTRICTED FUNDS					
<i>General</i>	266,106	85,868	(2,188)	(90,413)	259,373
<i>Designated Capital Fund</i>	166,825	-	2,188	(4,825)	164,188
	432,931	85,868	-	(95,238)	423,561
TOTAL FUNDS	432,931	122,520	-	(127,533)	427,918

Designated Capital Fund - This represents the book value of assets still to be depreciated. The funds are fully spent.

17 ANALYSIS OF CHARITABLE FUNDS

	Tangible Fixed Assets £	Net Current Assets £	2024 Total £	Tangible Fixed Assets £	Net Current Assets £	2023 Total £
RESTRICTED FUNDS:	-	9,743	9,743	-	4,357	4,357
UNRESTRICTED FUNDS:	159,781	258,684	418,465	164,178	259,383	423,561
	159,781	268,427	428,208	164,178	263,740	427,918

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024**18 COMPANY STATUS**

The charitable company is limited by guarantee and all members have agreed to contribute a sum not exceeding £1 in the event of a winding up.

19 GOING CONCERN

The company's main source of income is grant funding and interpreting services. The Trustees having regard to future budgets and the current level of reserves consider that it is appropriate to prepare the accounts on a going concern basis and, consequently the accounts do not include any adjustments that would be necessary if the funding sources should cease.

20 POST BALANCE SHEET EVENTS

The trustees consider that there are no significant post balance sheet events that impact on the financial statements as presented.

21 FINANCIAL INSTRUMENTS

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised on a transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at an amortised cost using the effective interest method.

22 CONTROLLING PARTIES

The company is under the joint control of the volunteer Board of Trustees named on Page 1.

CHINESE HEALTH INFORMATION CENTRE

England & Wales - Charity number 1094063

Accounts

CHINESE HEALTH INFORMATION CENTRE

COMPANY REGISTRATION NUMBER : 4473484

CHARITY REGISTRATION NUMBER : 1094063

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

CHINESE HEALTH INFORMATION CENTRE

ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

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Report of the Trustees for the Year Ended 31ST March 2023

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The following financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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) (January 2019).

Reference and Administrative Information

Charity Name: Chinese Health Information Centre

Charity Number: 1094063

Company No: 4473484

Directors and Trustees

The directors of the charitable company (Chinese Health Information Centre) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since year end was as follows:

Mr Kui Keung Yeung (Treasurer)

Mr Kenneth Shieu

Mr Chi Kin Ho

Mr Kwong Hon Yu (Company Secretary)

Dr Siu Man Kan (Vice Chairman)

Mrs Mei Yin Stott

Management Committee Members

Professor Shu Lan Tang (Chairman)

Key Management Personnel: Trustees and Directors

Chair of Trustees

Senior Manager

Mrs Shirley Lo Ping He

Registered Office

6-8 Houldsworth Street

Manchester

M1 1EJ

Independent Examiners

Community Accountancy Service Limited

The Grange

Pilgrim Drive

Beswick

Manchester, M11 3TQ

CHINESE HEALTH INFORMATION CENTRE

Bankers

Royal Bank of Scotland
Drummond House (DQ) Branch
Customer Service Centre
Drummond House 1
Redheughs Avenue
Edinburgh
EH12 9 JN

Objectives and Activities

The purpose of the charity is to provide culturally appropriate, high-quality and professional health advice services to Manchester's local Chinese and South-East Asian communities.

The aims of the charity are:

- Tackle health inequalities
- Promote health and wellbeing
- To prevent illness
- Reduce isolation and loneliness

The objectives of the charity are to work closely with both statutory and voluntary organizations, liaise with health and educational professionals and involve Greater Manchester's local Chinese Communities to:

- Improve the health status and quality of life for Chinese individuals and community groups living in and around the Manchester area
Provide accessible and culturally appropriate health information and wellbeing services to Chinese and South-East Asian residents
- Provide consultative, advisory and support services to other organizations
- Participate in health policy consultations; health needs assessments; research and evaluation aimed at identifying service gaps and improving services to meet those needs

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the Charity's aims and objectives, in planning future activities, and setting the policies for the year.

The charity furthers its charitable purposes for the public benefit through the organization and provision of a wide range of health information, advice and activities, designed to reduce loneliness and isolation, and improve service user's physical and mental health and wellbeing.

Structure, Governance and Management

Chinese Health Information Centre is a company limited by guarantee governed by its Memorandum and Articles of Association dated 29th June 2002. It is registered as a charity with the Charity Commission 7th October 2002.

CHINESE HEALTH INFORMATION CENTRE

Appointment of Trustees

As set out in the Articles of Association the appointment of trustees shall be reviewed every three years.

Trustee Induction and Training

On appointment, Trustees are given an induction to their roles and responsibilities and access to relevant literature from the Charity Commission, Companies House etc.

Organization

The board of trustees administers the charity. The board normally meets 6 times a year. A Nurse Operations Manager is appointed by the trustees to manage the day-to-day operations of the charity.

Related Parties and Organizations

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee and senior manager with any service providers must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year any such related party transactions are reported in Note 11.

Review of Achievements and Performance to Date

Main achievements during the financial year 2022/2023:

1. Attained Challenges for Health Project: 1) 100 Smart watches were distributed and 90 people participated in initiative to encourage activity through walking. 2) 5 extra Tai Chi classes were organized with over 100 participants
2. Secured funding from Your Housing Group-SLA project through providing a wide range of health activities to the residents of YHG, and a large number of older members from the Chinese community also benefited. The aims were to promote physical and social well-being, increase physical activity, reduce isolation and improve community connectedness. This project benefitted 400 people through Tai Chi classes (38 sessions, 41 people), Health Walks (4 sessions, 114 people), Memory Lane Support Group (12 sessions 50), Community Health promotion (4 sessions, 95 people and one to one befriending telephone support service (19 sessions, 100 people).
3. Attained funding from Alzheimer's Research UK (ARUK) -Inspire Fund- Improving Knowledge and Increasing Understanding of Brain Health in Order to Prevent Dementia Across Five Major Chinese Communities (including Bristol, London, Birmingham, Manchester, and Liverpool, supported by the University of Wolverhampton. As a results 20 people voluntarily took part in research workshops. They also contributed to design of A3 poster and leaflets to raise awareness of dementia. Two days of dementia workshops took place in Manchester and a bi-lingual A3 dementia awareness poster and leaflets were produced, these were widely distributed to the Chinese people and community groups through internet such as WhatsApp to all.

4. Attained the Lottery Community Funds to support 1 staff.
5. Attained MCR Active Grant: 1) 10 cycling sessions organized, 75 people benefitted.
7. Received the Together Fund funding supported by the Canal and River Trust to organize 17 cycling sessions along the local canals and inside the athletic track of local park. 169 people benefitted, of which 45 people were families with children, 100 people took part in track cycling which provided a safe environment for older people to enjoy. 24 people took part in canal rides enjoying the opportunity to explore different locations.
8. Contribution to set up of a session of Covid vaccinations at CHIC which benefitted 22 people.
9. Organized a large-scale event for International Women's Day in March 2022 to raise and recognize the contribution of women in our society. This was a success with over 100 women across Manchester taking part.
9. Organized 3 large scale outdoor activities including cultural festival events, namely Mid-Autum festival (70 participants) and a Xmas luncheon party of 140 people
10. Successfully held a large-scale fundraising event in which over £21, 000 was raised in November 2022. Over £1200 was raised in 2023 Chinese New Year event.
11. Supported the Chinese Carers with autistic children group through providing workshops, social Gathering, day trips and cycling sessions. The success of these health activities was evident, benefiting a significant 80 carers, parents and children.
12. Able to provide a cultural environment and platform for people who do not speak English, by providing them with a convenient, easy access and a free use of venue for Chinese folk song singing Group (30 people benefitted), Canton Opera Singing Group (18 people benefitted), Sing Kareoke Group at CHIC, 54 people benefitted. These activities increase individuals' confidence and self - growth. These groups help to fundraise at CHIC's annual Charity event.
13. Provision of drop-in facilities, telephone help and information service

Financial Review

The attached statements show the current state of the Charity's finances, which the Trustees consider to be satisfactory. The management committee continues to invest in and develop services while maintaining existing services. This required us to use some of our reserve funds in the year. Total income in the year was £122,520 (2022 £98,038) and total expenses £127,533 (2022 £100,920) returning a deficit of £5,013 (2022 deficit £2,882). The major sources of income were Your Housing, income generated from health interpreting services and an annual charity fundraising event.

Investment Powers and Policy

The trustees, having regard to the liquidity requirements of operating the charity, have kept available funds in an interest-bearing deposit account.

Reserves Policy and Concerns

The balance held in unrestricted reserves at 31st March 2023 was £427,918 of which £259,373 were free reserves, after allowing for funds tied up in tangible fixed assets.

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately eighteen months of running costs (currently £190,000). This meets with CHIC's financial strategic plan. The trustees consider that this level will provide sufficient funds to respond to applications for grants and ensure that support and governance costs are covered.

Having regard to the level of reserves, financial strategic plan and annual budget the trustees consider that the charity is a going concern. Any reliance on grant funding is managed through a flexible approach to staffing and service provision.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

Plans for Future Budget Risk Management

CHIC Management Committee has set out a Financial Strategy Plan for future as follows:

- Minimize costs and reduce running costs
- Increase interpreting service income and to train and recruit community health interpreters to meet the rising needs of the new grant from Hong Kong
- Continue to organize annual fund-raising activities
- Use the opportunity of Chinese New Year celebrations to fund raise
- Continue the SLA with Your Housing Group (YHG)
- Seek, identify and bid for other sources of funding and sponsorship
- Publish a room hire facility on CHIC's website to generate more funds
- Further develop and expand the Carers for Autistic Children Support Group
- Maintain all core services
- Maintain financial stability in long term

2022-2023

Reflecting on 2022-23, the long-standing impact of the pandemic and the rising cost of living posed many challenges in maintaining financial stability and sustaining our services to the community. Whilst we have not fully recovered our pre-pandemic income from interpreting fees, thanks to the support from Manchester Foundation Hospital Trust, we've been able to recoup jobs, particularly thanks to the influx of new migrants from Hong Kong. The demand for health interpreting has notably increased, and overall, we have fared better than the previous year.

Despite the challenges, the Centre generated additional funds through the annual charity gala, donations, and outside funding, enabling us to balance the budget with minimal impact on finances

Throughout 2022-2023, we achieved significant progress in improving health and wellbeing, and access to mainstream services for local community. Our work increased community connectedness while reducing isolation and loneliness of our residents, building a brighter, happier future for everyone. The hard work of our Operations Manager, Shirley He, and her dedicated team of staff and volunteers coupled with support from local networks, organizations, and individuals, led to successful funding projects

In conclusion, 2022-2023 was a year of seeking stability and innovation, not only did CHIC survive, but the charity found new and innovative ways to benefit the community and expand services

Trustees' Responsibilities in Relation to Financial Statements

The charity trustees (who are also the directors of Chinese Health Information Service for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

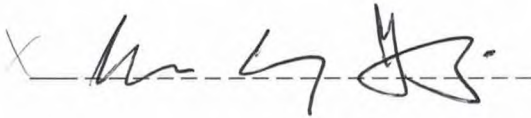
- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that 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 safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

CHINESE HEALTH INFORMATION CENTRE

By order of the board of trustees

CHINESE HEALTH INFORMATION CENTRE

A handwritten signature in black ink, appearing to be 'Kui Keung Yeung', is written over a horizontal dashed line. The signature is stylized and cursive.

Mr. Kui Keung Yeung (Treasurer)

Date: 22nd January 2024

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHINESE HEALTH INFORMATION CENTRE

I report on the accounts of the company for the year ended 31st March 2023, which are set out on pages 9 to 19.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

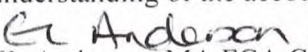
Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, ; and
 - with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


EL Anderson MA FCA CTA
Community Accountancy Service Ltd
The Grange, Pilgrim Drive
Beswick, Manchester, M11 3TQ

Date: 22nd January 2024

STATEMENT OF FINANCIAL ACTIVITIES
(including Income & Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2023

INCOME FROM:	Notes	Unrestricted Funds £	Restricted Funds £	Year Ended 31.03.23 Total Funds £	Year Ended 31.03.22 Total Funds £
Incoming Resources from Generated Funds					
Donations & Legacies		460	-	460	3,584
Investment Income		1,198	-	1,198	27
Other Trading Activities	5	22,619	-	22,619	26,141
Charitable Activities	4	61,591	36,652	98,243	68,286
TOTAL		<u>85,868</u>	<u>36,652</u>	<u>122,520</u>	<u>98,038</u>
EXPENDITURE ON:					
Raising Funds	6	(7,848)	-	(7,848)	(4,361)
Charitable Expenditure	7	(87,390)	(32,295)	(119,685)	(96,559)
TOTAL		<u>(95,238)</u>	<u>(32,295)</u>	<u>(127,533)</u>	<u>(100,920)</u>
NET INCOMING (OUTGOING) RESOURCES BEFORE TRANSFERS					
		(9,370)	4,357	(5,013)	(2,882)
Gross Transfers between funds	16	-	-	-	-
		<u>(9,370)</u>	<u>4,357</u>	<u>(5,013)</u>	<u>(2,882)</u>
RECONCILIATION OF FUNDS					
Total Funds Brought Forward		432,931	-	432,931	435,813
TOTAL FUNDS CARRIED F/W/D	16	<u><u>423,561</u></u>	<u><u>4,357</u></u>	<u><u>427,918</u></u>	<u><u>432,931</u></u>

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

The notes on pages 12 to 19 form part of these accounts.

CHINESE HEALTH INFORMATION CENTRE

Co.Reg. No. 4473484

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BALANCE SHEET AS AT 31 MARCH 2023

		2023 £	2022 £
FIXED ASSETS			
Tangible Fixed Assets	12	164,188	166,825
CURRENT ASSETS			
Debtors	13	10,459	8,865
Cash at Bank and in Hand		<u>277,176</u>	<u>265,343</u>
		287,635	274,208
LIABILITIES:			
Amounts falling due within one year	14	<u>(23,905)</u>	<u>(8,102)</u>
NET CURRENT ASSETS		263,730	266,106
		<u>427,918</u>	<u>432,931</u>
THE FUNDS OF THE CHARITY			
Restricted Funds	17	4,357	-
Unrestricted Funds	17	423,561	432,931
TOTAL CHARITY FUNDS		<u>427,918</u>	<u>432,931</u>

For the year in question the company was entitled to the exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required The company to obtain an audit of its accounts for the year in question in accordance with section 476.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved on behalf of the Board of Trustees:



Trustee Mr Kui Keung Yeung

Date 22 January 2024

The notes on pages 12 to 19 form part of these accounts.

STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 31st MARCH 2023

RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2023	2022
	£	£
Net movement in funds	(5,013)	(2,882)
Add back depreciation	4,825	4,278
Deduct investment income	(1,198)	(27)
Decrease/(increase) in debtors	(1,594)	(831)
Increase/(decrease) in creditors	15,803	(890)
Net cash used in operating activities	<u>12,823</u>	<u>(352)</u>
Cash flows from investment activities:		
Interest	1,198	27
Purchase of assets	(2,188)	-
Net cash provided by investing activities	<u>(990)</u>	<u>27</u>
Increase/(decrease) in cash and cash equivalents during the year	11,833	(325)
Cash and cash equivalents brought forward	265,343	265,668
Cash and cash equivalents carried forward	<u><u>277,176</u></u>	<u><u>265,343</u></u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

1. ACCOUNTING POLICIES**(a) Basis of preparation and assessment of going concern**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The 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 January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There are no restricted funds at the year end.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion have created a fund for a specific purpose.

Further details of each fund are disclosed in note 16.

(c) Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Fee and grant income are reflected in the accounts when receivable. Grants are recognised when the conditions for their receipt have been met - this may be based on performance of a task or purchase of goods or services. Grants which relate to a specified future period are deferred.

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Operating income represents grants, contracts, fees and sundry income receivable.

(d) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (g) below.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on staff time and facilities used in each activity.

The allocation of support and governance costs is analysed in note 8.

(g) Charitable Activities

Costs of charitable activities include governance costs and an apportionment of support costs as shown in Note 7.

(h) Tangible fixed assets and depreciation

Fixed assets are included in the accounts at net book value. Additions of a single item or a group of similar assets exceeding £500, are capitalised at cost (valuation for donated assets).

Depreciation is provided to write off the cost less the estimated residual value of tangible fixed assets over their estimated useful lives as follows:-

Computers	33 1/3% p.a. on original cost
Fixtures, Fittings & Equipment	25% p.a. on original cost
Buildings	over 50 years from 2012
Refurbishment	20% on cost

(i) Debtors

Trade and other debtors are recognised at settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(j) Creditors and Provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(k) Taxation

The organisation is exempt from income tax by reason of its charitable status. Income tax suffered on investment income is reclaimed in full. The Charity is registered for VAT.

(l) Pensions

The charity is a member of an auto enrolment pension scheme. The charity has no liability beyond making its contributions and paying across the deductions for the employee's contributions.

(m) Contingent liabilities

A contingent liability is identified and disclosed for those transactions resulting from a possible obligation which will only be confirmed by the occurrence of one or more uncertain future events not wholly within the trustees' control.

2 NET INCOME FOR THE YEAR

This is stated after charging:
 Depreciation - owned assets
 Independent Examiners Fees
 Other financial services

	2023	2022
	£	£
	4,825	4,278
	985	985
	1,322	1,120
	<u> </u>	<u> </u>

CHINESE HEALTH INFORMATION CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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3 TAX ON SURPLUS ON ORDINARY ACTIVITIES

(See taxation policy note above)

2023	2022
£	£
-	-

4 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2023 £
Specialist Interpreting Services (medical / health)	57,353	-	57,353
ARUK - Inspire Fund	-	3,600	3,600
Your Housing Group (YHG) SLA Grants	-	10,000	10,000
Your Housing Group (YHG)	-	750	750
National Lottery - Awards for All	-	9,855	9,855
Health Challenge Project	-	763	763
Altogether Fund - Canal & River Trust	-	6,944	6,944
Salford CVS- Greater Manchester Walking	-	4,640	4,640
GTE MRC	-	100	100
NHS GM Integrated Care - Covid Clinic	1,000	-	1,000
Workshops	225	-	225
Activity Income	3,013	-	3,013
	<u>61,591</u>	<u>36,652</u>	<u>98,243</u>

Previous Year

	Unrestricted Funds £	Restricted Funds £	Total 2022 £
Specialist Interpreting Services (medical / health)	31,567	-	31,567
HMRC CJRS	-	20,603	20,603
Your Housing Group (YHG) SLA Grants	-	10,000	10,000
Your Housing Group (YHG)	-	500	500
Manchester Active - Cycling sessions	-	2,400	2,400
Health Challenge Project	-	2,288	2,288
Manchester University NHS Trust Engagement Fund	-	500	500
Activity Income	428	-	428
	<u>31,995</u>	<u>36,291</u>	<u>68,286</u>

5 INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2023 £
Charity Gala Dinner Fundraising Event	21,394	-	21,394
Chinese New Year Fundraising	1,225	-	1,225
	<u>22,619</u>	<u>-</u>	<u>22,619</u>

Previous Year

	Unrestricted Funds £	Restricted Funds £	Total 2022 £
Charity Gala Dinner Fundraising Event	25,042	-	25,042
Chinese New Year Fundraising	1,099	-	1,099
	<u>26,141</u>	<u>-</u>	<u>26,141</u>

6 COST OF RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Charity Gala Dinner Fundraising Event	7,540	-	7,540	4,361
Other fundraising costs	308	-	308	-
	<u>7,848</u>	<u>-</u>	<u>7,848</u>	<u>4,361</u>

CHINESE HEALTH INFORMATION CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

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7 EXPENDITURE

	Interpreting Service £	Other Activities £	Total 2023 £
Wages and Salaries - interpreting	24,991	20,381	45,372
Staff Training	-	391	391
Bank Interpreting Expenses	24,443	-	24,443
Activities for Older People	-	2,919	2,919
Tai Chi Classes	-	1,608	1,608
Centre Health Activities	-	962	962
Brain Health	-	890	890
Walking Project	-	283	283
Ride for Health	-	2,278	2,278
Other activities	-	289	289
Volunteer Expenses	-	21	21
Support Costs	4,615	31,763	36,378
Governance Costs	1,816	2,035	3,851
	<u>55,865</u>	<u>63,820</u>	<u>119,685</u>
Restricted			32,295
Unrestricted			<u>87,390</u>
			<u>119,685</u>
Previous Year	Interpreting Service £	Other Activities £	Total 2022 £
Wages and Salaries	-	16,161	16,161
Wages and Salaries - interpreting	39,289	-	39,289
Bank Interpreting Expenses	4,980	-	4,980
Activities for Older People	-	963	963
Tai Chi Classes	-	1,290	1,290
Centre Health Activities	-	819	819
Support Costs	4,326	25,312	29,638
Governance Costs	1,781	1,638	3,419
	<u>50,376</u>	<u>46,183</u>	<u>96,559</u>
Restricted			36,291
Unrestricted			<u>60,268</u>
			<u>96,559</u>

8 ALLOCATION OF GOVERNANCE AND SUPPORT COSTS

	<i>Basis of Apportionment</i>	General		Total 2023	Total 2022
		Support	Governance		
		£	£	£	£
Employment Costs	<i>Staff Time</i>	20,469	-	20,469	15,665
Insurance	<i>Space Used</i>	2,774	-	2,774	2,730
Rent, Rates, Heat, Light & Water	<i>Space Used</i>	3,710	-	3,710	3,483
Repairs and Maintenance	<i>Space Used</i>	1,847	-	1,847	915
Minor Equipment	<i>Space Used</i>	117	-	117	299
Printing, Stationery & Post	<i>Staff Time</i>	330	-	330	808
Telephone	<i>Staff Time</i>	895	-	895	799
Website	<i>Staff Time</i>	72	-	72	62
Depreciation	<i>Staff Time</i>	4,825	-	4,825	4,278
Sundries	<i>Staff Time</i>	466	-	466	41
Irrecoverable VAT		873	-	873	558
AGM		-	1,430	1,430	1,045
Accountancy & Payroll		-	2,140	2,140	2,105
Bank Charges & Interest		-	281	281	269
		<u>36,378</u>	<u>3,851</u>	<u>40,229</u>	<u>33,057</u>

9 STAFF NUMBERS AND COSTS

	2023	2022
	£	£
Wages and Salaries	64,231	69,626
Social Security Costs	344	383
Pension Costs	1,266	1,106
	<u>65,841</u>	<u>71,115</u>

No employee earned £60,000 per annum or more.

The average number of employees was 10, 1 full time, 3 part time and 6 sessional interpreters.

The average number of employees by full time equivalent was:

Management & Administration	1	1
Provision of Services	2	2
	<u>3</u>	<u>3</u>

The charity considers its key management personnel comprises the trustees and manager. The total employment benefits, including employer N.I. and pension contributions of the key management personnel was £40,762 (previous year: £39,172).

No employee earned £60,000 p.a. or more, and no director was paid any remuneration.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

10 CAPITAL COMMITMENTS		2023	2022
Contracted for but not provided		£ nil	£ nil

11 TRUSTEES' REMUNERATION AND EXPENSES

No remuneration, directly or indirectly out of the funds of the charity, was paid or payable during the period, to any trustee or to any persons known to be connected with any of them. No reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the period.

12 TANGIBLE FIXED ASSETS	Building	Fixtures & Fittings	Computers & Equipment	Refurbishment	Total
COST		£	£	£	£
As At 1 April 2022	212,926	37,876	18,070	10,628	279,500
Additions		2,188			2,188
Disposals					-
At 31 March 2023	<u>212,926</u>	<u>40,064</u>	<u>18,070</u>	<u>10,628</u>	<u>281,688</u>
DEPRECIATION					
As At 1 April 2022	46,101	37,876	18,070	10,628	112,675
Charge for Year	4,278	547			4,825
Disposals					-
At 31 March 2023	<u>50,379</u>	<u>38,423</u>	<u>18,070</u>	<u>10,628</u>	<u>117,500</u>
NET BOOK VALUE					
At 31 March 2023	<u>162,547</u>	<u>1,641</u>	<u>-</u>	<u>-</u>	<u>164,188</u>
At 31 March 2022	<u>166,825</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>166,825</u>

13 DEBTORS		2023	2022
		£	£
Other Debtors		8,486	6,765
Prepayments		1,973	2,100
		<u>10,459</u>	<u>8,865</u>

Debtors relate to unrestricted funds.

14 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Bank Current Account	13,058	951
Other Creditors	459	317
Other Taxes & Social Security Costs	4,255	2,875
Accruals	6,133	3,959
	<u>23,905</u>	<u>8,102</u>

Unrestricted

15 CONTINGENT LIABILITIES	2023	2022
	£	£
At 31 March	<u>-</u>	<u>-</u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

16 MOVEMENT IN FUNDS	Balance at 1.4.22 £	Incoming £	Transfers £	Outgoing £	Balance at 31.3.23 £
RESTRICTED FUNDS					
Your Housing Group (YHG) SLA Grants	-	750		(750)	-
Your Housing Group (YHG)	-	10,000		(10,000)	-
ARUK - Inspire Fund	-	3,600		(3,600)	-
Health Challenge Project	-	763		(763)	-
Salford CVS - GM Walking	-	4,640		(283)	4,357
Altogether Fund - Canal & River Trust	-	6,944		(6,944)	-
GTE MRE Sport	-	100		(100)	-
National Lottery Awards for All	-	9,855		(9,855)	-
	-	36,652	-	(32,295)	4,357
UNRESTRICTED FUNDS					
General	266,106	85,868	(2,188)	(90,413)	259,373
Designated Capital Fund	166,825	-	2,188	(4,825)	164,188
	432,931	85,868	-	(95,238)	423,561
TOTAL FUNDS	432,931	122,520	-	(127,533)	427,918
Previous Year					
	Balance at 1.4.21 £	Incoming £	Transfers £	Outgoing £	Balance at 31.3.22 £
RESTRICTED FUNDS					
Your Housing Group (YHG) SLA Grants	-	500		(500)	-
Your Housing Group (YHG)	-	10,000		(10,000)	-
Manchester Active	-	2,400		(2,400)	-
Health Challenge Project	-	2,288		(2,288)	-
Mcr Univ. NHS Trust Engagement Fund	-	500		(500)	-
HMRC CJRS	-	20,603		(20,603)	-
	-	36,291	-	(36,291)	-
UNRESTRICTED FUNDS					
General	264,710	61,747		(60,351)	266,106
Designated Capital Fund	171,103	-		(4,278)	166,825
	435,813	61,747	-	(64,629)	432,931
TOTAL FUNDS	435,813	98,038	-	(100,920)	432,931

Designated Capital Fund - This represents the book value of assets still to be depreciated. The funds are fully spent.

17 ANALYSIS OF CHARITABLE FUNDS

	Tangible Fixed Assets £	Net Current Assets £	2023 Total £	Tangible Fixed Assets £	Net Current Assets £	2022 Total £
RESTRICTED FUNDS:	-	4,357	4,357	-	-	-
UNRESTRICTED FUNDS:	164,188	259,373	423,561	166,825	266,106	432,931
	164,188	263,730	427,918	166,825	266,106	432,931

18 COMPANY STATUS

The charitable company is limited by guarantee and all members have agreed to contribute a sum not exceeding £1 in the event of a winding up.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

19 GOING CONCERN

The company's main source of income is grant funding and interpreting services. The Trustees having regard to future budgets and the current level of reserves consider that it is appropriate to prepare the accounts on a going concern basis and, consequently the accounts do not include any adjustments that would be necessary if the funding sources should cease.

20 POST BALANCE SHEET EVENTS

The trustees consider that there are no significant post balance sheet events that impact on the financial statements as presented.

21 FINANCIAL INSTRUMENTS

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised on a transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at an amortised cost using the effective interest method.

21 CONTROLLING PARTIES

The company is under the joint control of the volunteer Board of Trustees named on Page 1.

CHINESE HEALTH INFORMATION CENTRE

England & Wales - Charity number 1094063

Accounts

CHINESE HEALTH INFORMATION CENTRE

COMPANY REGISTRATION NUMBER : 4473484

CHARITY REGISTRATION NUMBER : 1094063

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

CHINESE HEALTH INFORMATION CENTRE

ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

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CHINESE HEALTH INFORMATION CENTRE

Report of the Trustees for the Year Ended 31ST March 2022

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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) (January 2019).

Reference and Administrative information

Charity Name: Chinese Health Information Centre

Charity Number: 1094063

Company No: 4473484

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Mr Kui Keung Yeung (Treasurer)

Mr Kenneth Shieu

Mr Chi Kin Ho

Mr Kwong Hon Paul Yu (Company Secretary)

Dr Simon Siu Man Kan (Vice Chairman)

Mrs Mei Yin Stott

Management Committee Members

Professor Shu Lan Tang (Chairman)

Key management personnel: Trustees and Directors

Chair of Trustees

Senior manager

Mrs Shirley Lo Ping He

Registered Office

6-8 Houldsworth Street

Manchester

M1 1EJ

Independent Examiners

Community Accountancy Service Limited

The Grange

Pilgrim Drive

Beswick

Manchester, M11 3TQ

Bankers

Royal Bank of Scotland
St Ann Street,
Manchester
M60 2SS

Objectives and activities

The purpose of the charity is to provide culturally appropriate, high-quality and professional health advice services to Manchester's local Chinese and South-East Asian communities.

The aims of the charity are:

1. To tackle health inequalities
2. To promote wellbeing
3. To prevent illness

The objectives of the charity are to work closely with both statutory and voluntary organizations, liaise with health and educational professionals and involve Greater Manchester's local Chinese Communities to:

4. Improve the health status and quality of life for Chinese individuals and community groups living in and around the Manchester area
5. Provide accessible and culturally appropriate health information services to the Chinese and South-East Asian communities
6. Provide consultative, advisory and support services to other organizations
7. Participate in health policy consultations; health needs assessments; research and evaluation aimed at identifying service gaps and improving services to meet those needs

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the Charity's aims and objectives, in planning future activities, and setting the policies for the year.

The charity furthers its charitable purposes for the public benefit through the organization and provision of a wide range of health information, advice and activities, designed reduce loneliness and isolation, to improve service user's physical and mental health and wellbeing.

Structure, governance and management

Chinese Health Information Centre is a company limited by guarantee governed by its Memorandum and Articles of Association dated 29th June 2002. It is registered as a charity with the Charity Commission 7th October 2002.

Appointment of trustees

As set out in the Articles of Association the appointment of trustees shall be reviewed every three years.

Trustee induction and training

On appointment, Trustees are given an induction to their roles and responsibilities and access to relevant literature from the Charity Commission, Companies House etc.

Organisation

The board of trustees administers the charity. The board normally meets 6 times a year. A Nurse Operations Manager is appointed by the trustees to manage the day-to-day operations of the charity.

Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee and senior manager with any service providers must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year any such related party transactions are reported in Note 11.

Review of achievements and performance

Looking back on the work of the Centre in the past one year it was severely affected by the pandemic lockdown. The centre faced many difficulties and challenges in its work, but the results achieved were very encouraging, especially in terms of finance and the centre's operation which were basically stable and satisfactory. In the first half of 2021, we were unable to function normally as this was impacted by the pandemic. All the services were operated via online zoom facilities, mobile phones and WhatsApp facilities to communicate with service users to reach out people in the community. Staff had to work at home on flexible hours. In the second half of 2021 as the covid lockdown gradually lifted, the operations of the centre slowly returned to normal function. We were able to provide a wide range of outdoor health activities to promote members from the community to get physically and socially active after the long covid. We had increased our focus aiming at older Chinese people to stay sharp, be connected and be sociable.

The main achievements during the financial year 2021/2022 were:

- CHIC was able to secure funding from the SLA health partnership with Your Housing Group (YHG) which enables the following services to continue and be maintained:
- 46 sessions Tai Chi delivered and benefitted 109 people among whom were all older people.
- 12 sessions of stretching exercise were delivered and 125 people benefitted.
- 14 sessions of Memory Lane Support Group were held. The purpose of the activity is to keep people connecting and engaging socially by listening to and memorising reminiscing old folk songs. This provided a good opportunity for people to be able to talk to, be listened to. They can chat and share freely in their own language.
In total 60 people benefitted from it
- 24 sessions of one to one befriending help and support were provided to 125 elders among whom 50 were the old people living in the housing association.
- 6 community promotional health talks were delivered and these were well attended with 136 people benefitted from these talks.
In total 555 people benefitted from the grants

CHINESE HEALTH INFORMATION CENTRE

- Attained the Lottery Community Funds to support 1 staff.
- Attained MRCACTIVE Grant: 1) 10 cycling sessions organized, 75 people benefitted.
2) Challenges for Health: 1) 100 Smart watches were distributed and 90 people benefitted.
3) 5 extra Tai Chi were organized and extra 10 sessions of Health Walk organized over 100 people benefitted

The centre's other core services and community events

333 visits to the Drop-in service

108 callers used the telephone help and support service

Online-zoom health activities during covid lockdown

- 48 sessions Basic English class on a weekly basis, 75 regularly people take part in it.
- 48 sessions Health Medical Terminology Class on a weekly basis, 134 people regularly take part in it.
- 13 sessions of Mandarin Class were delivered and 31 people took part in it.
- 20 sessions of Singing class were organized with 55 people benefitted from it
- 28 sessions of Dancing Class were organized, 5 people took part in it.
- An extra 32 Stretching Exercise Classes were provided and 85 people benefitted.

These above on-line classes are contributed to by CHIC's dedicated volunteers who graciously give their valuable time.

All the above activities were aimed at empowering and getting people physically, mentally and socially active, connecting and engaging. It is important particularly during the pandemic lockdown when people are less active, and there is a fear of isolation and loneliness. Verbal feedback of these activities from users was very positive and useful. People are able to learn new skills, adapting new ways of making friends and engaging on line. The number of people taking part in all these activities is not less than any pre-pandemic time. Although there was physical limitation, these activities provided a very important window for older people who were in insolation due to the pandemic lockdown.

Recent new health activities development during the pandemic

On lines learning and health activities particularly important and beneficial to people who had to stay at home during the pandemic lockdown. In terms of promoting and keeping people active physically, socially and mentally to reduce of feeling of isolation, loneliness and lacking support, CHIC has developed the following services:

- Stretching Exercise
- Dancing Class
- Mandarin Class
- Singing Class
- Quizzes and Chat time session
- One to one be friendly telephone support

CHINESE HEALTH INFORMATION CENTRE

The above services are mostly made possible by the significant contribution of a group of dedicated volunteers giving their valuable time. These services have a huge impact on the lives of the local Chinese community during the pandemic lockdown to keep people occupied, socially and mentally active. It is particularly vital to those isolated vulnerable adults, older people in the community and they have been encouraged to join these activities on line using zoom facilities and mobile phones and so on. The on-line facilities are a new way connecting, joining people together, is like a platform, an opportunity for people to meet, to chat and to share with one another face to face. There has been much positive verbal feedback including being able to be more focused, able to learn better. They were given the platform and opportunity to talk and to meet other people; a sense of belonging in an appropriate cultural environment and being able to express their feelings in their own language. It was very important during the covid pandemic.

CHIC has been able to recruit 4 volunteers

Financial review

The attached statements show the current state of the Charity's finances, which the Trustees consider to be satisfactory. The management committee continues to invest in and develop services while maintaining existing services. This required us to use some of our reserve funds in the year. Total income in the year was £98,038 (2021 £80,504) and total expenses £100,920 (2021 £98,877) returning a deficit of £2,882 (2021 £18,373). The major sources of income were Your Housing, income generated from health interpreting services and an annual charity fundraising event.

Investment powers and policy

The trustees, having regard to the liquidity requirements of operating the charity, have kept available funds in an interest-bearing deposit account.

Reserves policy and going concern

The balance held in unrestricted reserves at 31st March 2022 was £432,931 of which £266,106 were free reserves, after allowing for funds tied up in tangible fixed assets.

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately eighteen months of normal pre Covid running costs (currently £258,000). This meets with CHIC's financial strategic plan. The trustees consider that this level will provide sufficient funds to respond to applications for grants and ensure that support and governance costs are covered.

Having regard to the level of reserves, financial strategic plan and annual budget the trustees consider that the charity is a going concern. Any reliance on grant funding is managed through a flexible approach to staffing and service provision.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

Plans for Future Periods

CHIC Management Committee has set out a Financial Strategy Plan for future as follows:

- Minimise costs and reduce running costs
- Increase interpreting service income
- Continue to organise annual Fund-raising activities
- Use the opportunity of Chinese New Year celebrations to fund raise
- Continue the SLA with Your Housing Group (YHG)
- Seek, identify and bid for other sources of funding and sponsorship
- Publish a room hire facility on CHIC's website to generate more funds
- Further develop and expand the Carers for Autistic Children Support Group
- Maintain all core services
- Maintain financial stability in long term

2021-2022 had been a turbulent year. The centre needs to have a more sustainable funding in the long term to balance the income and expenditure, so that it can continue to provides services to people whom we serve. Post pandemic had a severe impact on the financial situation, namely we were not able to generate income from the interpreting service. To overcome the financial threat, the centre was able to use the furlough support scheme and the help of several smalls grants and the continued support of Your Housing Group(YHG) SLA grants which was 50% more than last year, The centre was able hold the annual charity fund-raising event in November 2021, raising over £25,000; this was not possible to hold in 2020. We received huge support from the community and the local Chinese businesses.

In brief, we performed much better than the previous year financially with a decrease in operating cashflow of £352 compared to £14,822 the previous year. The centre undoubtedly is still facing a tremendous pressure and challenges with the potential influence of the pandemic and the current rising of cost of living.

Trustees responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Chinese Health Information Service for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

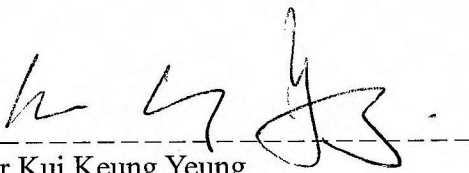
- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any

CHINESE HEALTH INFORMATION CENTRE

- material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that 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 safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the board of trustees
CHINESE HEALTH INFORMATION CENTRE



Mr Kui Keung Yeung

Date: 31st December 2022

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHINESE
HEALTH INFORMATION CENTRE**

I report on the accounts of the company for the year ended 31st March 2022, which are set out on pages 9 to 19.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

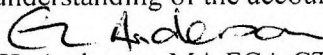
Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, ; and
 - with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


EL Anderson MA FCA CTA
Community Accountancy Service Ltd
The Grange, Pilgrim Drive
Beswick, Manchester, M11 3TQ

Date: 31st December 2022

STATEMENT OF FINANCIAL ACTIVITIES
(including Income & Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2022

INCOME FROM:	Notes	Unrestricted Funds £	Restricted Funds £	Year Ended 31.03.22 Total Funds £	Year Ended 31.03.21 Total Funds £
Incoming Resources from Generated Funds					
Donations & Legacies		3,584	-	3,584	-
Donation in Kind		-	-	-	2,710
Investment Income		27	-	27	113
Other Trading Activities	5	26,141	-	26,141	503
Charitable Activities	4	31,995	36,291	68,286	77,178
TOTAL		<u>61,747</u>	<u>36,291</u>	<u>98,038</u>	<u>80,504</u>
EXPENDITURE ON:					
Raising Funds	6	(4,361)	-	(4,361)	-
Charitable Expenditure	7	(60,268)	(36,291)	(96,559)	(98,877)
TOTAL		<u>(64,629)</u>	<u>(36,291)</u>	<u>(100,920)</u>	<u>(98,877)</u>
NET INCOMING (OUTGOING) RESOURCES BEFORE TRANSFERS					
		(2,882)	-	(2,882)	(18,373)
Gross Transfers between funds	16	-	-	-	-
		<u>(2,882)</u>	<u>-</u>	<u>(2,882)</u>	<u>(18,373)</u>
RECONCILIATION OF FUNDS					
Total Funds Brought Forward		435,813	-	435,813	454,186
TOTAL FUNDS CARRIED FWD	16	<u><u>432,931</u></u>	<u><u>-</u></u>	<u><u>432,931</u></u>	<u><u>435,813</u></u>

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

The notes on pages 12 to 19 form part of these accounts.

CHINESE HEALTH INFORMATION CENTRE

Co.Reg. No. 4473484

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BALANCE SHEET AS AT 31 MARCH 2022

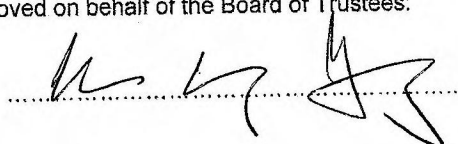
		2022 £	2021 £
FIXED ASSETS			
Tangible Fixed Assets	12	166,825	171,103
CURRENT ASSETS			
Debtors	13	8,865	8,034
Cash at Bank and in Hand		<u>265,343</u>	<u>265,668</u>
		274,208	273,702
LIABILITIES:			
Amounts falling due within one year	14	<u>(8,102)</u>	<u>(8,992)</u>
NET CURRENT ASSETS		266,106	264,710
		<u>432,931</u>	<u>435,813</u>
THE FUNDS OF THE CHARITY			
Restricted Funds	17	-	-
Unrestricted Funds	17	432,931	435,813
TOTAL CHARITY FUNDS		<u>432,931</u>	<u>435,813</u>

For the year in question the company was entitled to the exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required The company to obtain an audit of its accounts for the year in question in accordance with section 476.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved on behalf of the Board of Trustees:



Trustee Mr Kui Keung Yeung

Date: 31-12-2022

The notes on pages 12 to 19 form part of these accounts.

STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 31st MARCH 2022

RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2022	2021
	£	£
Net movement in funds	(2,882)	(18,373)
Add back depreciation	4,278	4,278
Deduct investment income	(27)	(113)
Decrease/(increase) in debtors	(831)	18,265
Increase/(decrease) in creditors	(890)	(18,879)
Net cash used in operating activities	<u>(352)</u>	<u>(14,822)</u>
Cash flows from investment activities:		
Interest	27	113
Net cash provided by investing activities	<u>27</u>	<u>113</u>
Increase/(decrease) in cash and cash equivalents during the year	(325)	(14,709)
Cash and cash equivalents brought forward	265,668	280,377
Cash and cash equivalents carried forward	<u>265,343</u>	<u>265,668</u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES**(a) Basis of preparation and assessment of going concern**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The 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 January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There are no restricted funds at the year end.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion have created a fund for a specific purpose.

Further details of each fund are disclosed in note 16.

(c) Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Fee and grant income are reflected in the accounts when receivable. Grants are recognised when the conditions for their receipt have been met - this may be based on performance of a task or purchase of goods or services. Grants which relate to a specified future period are deferred.

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Operating income represents grants, contracts, fees and sundry income receivable.

(d) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (g) below.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on staff time and facilities used in each activity.

The allocation of support and governance costs is analysed in note 8.

(g) Charitable Activities

Costs of charitable activities include governance costs and an apportionment of support costs as shown in Note 7.

(h) Tangible fixed assets and depreciation

Fixed assets are included in the accounts at net book value. Additions of a single item or a group of similar assets exceeding £500, are capitalised at cost (valuation for donated assets).

Depreciation is provided to write off the cost less the estimated residual value of tangible fixed assets over their estimated useful lives as follows:-

Computers	33 1/3% p.a. on original cost
Fixtures, Fittings & Equipment	25% p.a. on original cost
Buildings	over 50 years from 2012
Refurbishment	20% on cost

(i) Debtors

Trade and other debtors are recognised at settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(j) Creditors and Provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(k) Taxation

The organisation is exempt from income tax by reason of its charitable status. Income tax suffered on investment income is reclaimed in full. The Charity is registered for VAT.

(l) Pensions

The charity is a member of an auto enrolment pension scheme in due course. The charity has no liability beyond making its contributions and paying across the deductions for the employee's contributions.

(m) Contingent liabilities

A contingent liability is identified and disclosed for those transactions resulting from a possible obligation which will only be confirmed by the occurrence of one or more uncertain future events not wholly within the trustees' control.

2 NET INCOME FOR THE YEAR

	2022	2021
	£	£
This is stated after charging:		
Depreciation - owned assets	4,278	4,278
Independent Examiners Fees	985	985
Other financial services	1,120	1,235
	<u>1,120</u>	<u>1,235</u>

CHINESE HEALTH INFORMATION CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

14

3 TAX ON SURPLUS ON ORDINARY ACTIVITIES

(See taxation policy note above)

- -

4 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2022 £
Specialist Interpreting Services (medical / health)	31,567	-	31,567
HMRC CJRS	-	20,603	20,603
Your Housing - Wellbeing Services	-	10,000	10,000
Your Housing - Older People Activities	-	500	500
Manchester Active - Cycling sessions	-	2,400	2,400
Health Challenge Project	-	2,288	2,288
Manchester University NHS Trust Engagement Fund	-	500	500
Activity Income	428	-	428
	<u>31,995</u>	<u>36,291</u>	<u>68,286</u>

	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Specialist Interpreting Services (medical / health)	8,076	-	8,076
HMRC CJRS	-	54,087	54,087
Your Housing - Wellbeing Services	-	5,000	5,000
Manchester City Council - Covid Support	10,000	-	10,000
Activity Income	15	-	15
	<u>18,091</u>	<u>59,087</u>	<u>77,178</u>

5 INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2022 £
Charity Gala Dinner Fundraising Event	25,042	-	25,042
Chinese New Year Fundraising	1,099	-	1,099
	<u>26,141</u>	<u>-</u>	<u>26,141</u>

	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Chinese New Year Fundraising	503	-	503
	<u>503</u>	<u>-</u>	<u>503</u>

6 COST OF RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Charity Gala Dinner Fundraising Event	4,361	-	4,361	-
	<u>4,361</u>	<u>-</u>	<u>4,361</u>	<u>-</u>

CHINESE HEALTH INFORMATION CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

15

7 EXPENDITURE

	Interpreting Service £	Other Activities £	Total 2022 £
Wages and Salaries	-	16,161	16,161
Wages and Salaries - interpreting	39,289	-	39,289
Bank Interpreting Expenses	4,980	-	4,980
Activities for Older People	-	963	963
Tai Chi Classes	-	1,290	1,290
Centre Health Activities	-	819	819
Support Costs	4,326	25,312	29,638
Governance Costs	1,781	1,638	3,419
	<u>50,376</u>	<u>46,183</u>	<u>96,559</u>
Restricted	8,487	27,804	36,291
Unrestricted	41,889	18,379	60,268
	<u>50,376</u>	<u>46,183</u>	<u>96,559</u>
Previous Year	Interpreting Service £	Other Activities £	Total 2021 £
Wages and Salaries	37,956	120	38,076
Wages and Salaries - interpreting	25,043	-	25,043
Bank Interpreting Expenses	788	-	788
Activities for Older People	-	30	30
Tai Chi Classes	-	1,153	1,153
Centre Health Activities	-	2,710	2,710
Support Costs	-	28,688	28,688
Governance Costs	-	2,389	2,389
	<u>63,787</u>	<u>35,090</u>	<u>98,877</u>
Restricted	42,324	19,473	61,797
Unrestricted	21,463	15,617	37,080
	<u>63,787</u>	<u>35,090</u>	<u>98,877</u>

8 ALLOCATION OF GOVERNANCE AND SUPPORT COSTS

	<i>Basis of Apportionment</i>	General		Total 2022	Total 2021
		Support	Governance		
		£	£	£	£
Employment Costs	<i>Staff Time</i>	15,665	-	15,665	14,704
Insurance	<i>Space Used</i>	2,730	-	2,730	2,452
Rent, Rates, Heat, Light & Water	<i>Space Used</i>	3,483	-	3,483	3,062
Repairs and Maintenance	<i>Space Used</i>	915	-	915	576
Minor Equipment	<i>Space Used</i>	299	-	299	-
Cleaning	<i>Space Used</i>	-	-	-	11
Printing, Stationery & Post	<i>Staff Time</i>	808	-	808	1,650
Telephone	<i>Staff Time</i>	799	-	799	782
Website	<i>Staff Time</i>	62	-	62	48
Depreciation	<i>Staff Time</i>	4,278	-	4,278	4,278
Sundries	<i>Staff Time</i>	41	-	41	20
Irrecoverable VAT		558	-	558	804
AGM		-	1,045	1,045	-
Accountancy & Payroll		-	2,105	2,105	2,220
Donations		-	-	-	301
Bank Charges & Interest		-	269	269	169
		29,638	3,419	33,057	31,077

9 STAFF NUMBERS AND COSTS

	2022	2021
	£	£
Wages and Salaries	69,626	76,784
Social Security Costs	383	34
Pension Costs	1,106	1,005
	71,115	77,823

No employee earned £60,000 per annum or more.

The average number of employees was 10, 1 full time, 3 part time and 6 sessional interpreters.

The average number of employees by full time equivalent was:

Management & Administration	1	1
Provision of Services	2	2
	3	3

The charity considers its key management personnel comprises the trustees and manager. The total employment benefits, including employer N.I. and pension contributions of the key management personnel was £39,172 (previous year: £36,183).

No employee earned £60,000 p.a. or more, and no director was paid any remuneration.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

10 CAPITAL COMMITMENTS

Contracted for but not provided	£ nil	£ nil
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11 TRUSTEES' REMUNERATION AND EXPENSES

No remuneration, directly or indirectly out of the funds of the charity, was paid or payable during the period, to any trustee or to any persons known to be connected with any of them. No reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the period.

12 TANGIBLE FIXED ASSETS

	Building	Fixtures & Fittings	Computers & Equipment	Refurbishment	Total
		£	£	£	£
COST					
As At 1 April 2021	212,926	37,876	18,070	10,628	279,500
Additions					-
Disposals					-
At 31 March 2022	<u>212,926</u>	<u>37,876</u>	<u>18,070</u>	<u>10,628</u>	<u>279,500</u>
DEPRECIATION					
As At 1 April 2021	41,823	37,876	18,070	10,628	108,397
Charge for Year	4,278				4,278
Disposals					-
At 31 March 2022	<u>46,101</u>	<u>37,876</u>	<u>18,070</u>	<u>10,628</u>	<u>112,675</u>
NET BOOK VALUE					
At 31 March 2022	<u>166,825</u>	-	-	-	<u>166,825</u>
At 31 March 2021	<u>171,103</u>	-	-	-	<u>171,103</u>

13 DEBTORS

	2022	2021
	£	£
Other Debtors	6,765	5,964
Prepayments	2,100	2,070
	<u>8,865</u>	<u>8,034</u>

14 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Bank Current Account	951	4,200
Other Creditors	317	832
Other Taxes & Social Security Costs	2,875	1,021
Accruals	3,959	2,939
	<u>8,102</u>	<u>8,992</u>

15 CONTINGENT LIABILITIES

	2022	2021
	£	£
At 31 March	-	-

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

16 MOVEMENT IN FUNDS	Balance at 1.4.21 £	Incoming £	Transfers £	Outgoing £	Balance at 31.3.22 £
RESTRICTED FUNDS					
Your Housing Group - Older Peoples' Activities	-	500		(500)	-
Your Housing Group - Wellbeing Activities	-	10,000		(10,000)	-
Manchester Active Health Challenge Project	-	2,400		(2,400)	-
Mcr Univ. NHS Trust Engagement Fund	-	2,288		(2,288)	-
HMRC CJRS	-	500		(500)	-
	-	20,603		(20,603)	-
	-	36,291	-	(36,291)	-
UNRESTRICTED FUNDS					
General	264,710	61,747		(60,351)	266,106
Designated Capital Fund	171,103	-		(4,278)	166,825
	435,813	61,747	-	(64,629)	432,931
TOTAL FUNDS	435,813	98,038	-	(100,920)	432,931
Previous Year					
	Balance at 1.4.20 £	Incoming £	Transfers £	Outgoing £	Balance at 31.3.21 £
RESTRICTED FUNDS					
Your Housing Group - Older Peoples' Activities	-	5,000		(5,000)	-
Donation in Kind	-	2,710		(2,710)	-
HMRC CJRS	-	54,087		(54,087)	-
	-	61,797	-	(61,797)	-
UNRESTRICTED FUNDS					
General	278,805	18,707		(32,802)	264,710
Designated Capital Fund	175,381	-		(4,278)	171,103
	454,186	18,707	-	(37,080)	435,813
TOTAL FUNDS	454,186	80,504	-	(98,877)	435,813

Designated Capital Fund - This represents the book value of assets still to be depreciated. The funds are fully spent.

17 ANALYSIS OF CHARITABLE FUNDS

	Tangible Fixed Assets £	Net Current Assets £	2022 Total £	Tangible Fixed Assets £	Net Current Assets £	2021 Total £
RESTRICTED FUNDS:	-	-	-	-	-	-
UNRESTRICTED FUNDS:	166,825	266,106	432,931	171,103	264,710	435,813
	166,825	266,106	432,931	171,103	264,710	435,813

18 COMPANY STATUS

The charitable company is limited by guarantee and all members have agreed to contribute a sum not exceeding £1 in the event of a winding up.

19 GOING CONCERN

The company's main source of income is grant funding and interpreting services. The Trustees having regard to future budgets and the current level of reserves consider that it is appropriate to prepare the accounts on a going concern basis and, consequently the accounts do not include any adjustments that would be necessary if the funding sources should cease.

20 POST BALANCE SHEET EVENTS

The trustees consider that there are no significant post balance sheet events that impact on the financial statements as presented. Covid has continued to impact the interpreting service after the year end but Government funding and reserves mean that the Centre is viable for the next 12 months.

21 FINANCIAL INSTRUMENTS

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised on a transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at an amortised cost using the effective interest method.

21 CONTROLLING PARTIES

The company is under the joint control of the volunteer Board of Trustees named on Page 1.

CHINESE HEALTH INFORMATION CENTRE

England & Wales - Charity number 1094063

Accounts

CHINESE HEALTH INFORMATION CENTRE

COMPANY REGISTRATION NUMBER : 4473484

CHARITY REGISTRATION NUMBER : 1094063

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

CHINESE HEALTH INFORMATION CENTRE

ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

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12 - 19	NOTES TO THE ACCOUNTS

CHINESE HEALTH INFORMATION CENTRE

Report of the Trustees for the Year Ended 31ST March 2021

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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) (January 2019).

Reference and Administrative information

Charity Name: Chinese Health Information Centre

Charity Number: 1094063

Company No: 4473484

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Mr Kui Keung Yeung (Treasurer from 13.1.21)

Mr Kenneth Shieu

Mr Sandy Shing Chau Yip (Treasurer until 12.1.21)

Mr Chi Kin Ho

Mr Kwong Hon Paul Yu (Company Secretary)

Dr Simon Siu Man Kan (Vice Chairman)

Mrs Mei Yin Stott

Management Committee Members

Professor Shu Lan Tang (Chairman from February 2021)

Key management personnel: Trustees and Directors

Chair of Trustees

Senior manager

Mrs Shirley Lo Ping He

Registered Office

6-8 Houldsworth Street

Manchester

M1 1EJ

Independent Examiners

Community Accountancy Service Limited
The Grange
Pilgrim Drive
Beswick
Manchester
M11 3TQ

Bankers

Royal Bank of Scotland
St Ann Street,
Manchester
M60 2SS

Objectives and activities

The purpose of the charity is to provide culturally appropriate, high-quality and professional health advice services to Manchester's local Chinese and South-East Asian communities.

The aims of the charity are:

1. To tackle health inequalities
2. To promote wellbeing
3. To prevent illness

The objectives of the charity are to work closely with both statutory and voluntary organizations, liaise with health and educational professionals and involve Greater Manchester's local Chinese Communities to:

4. Improve the health status and quality of life for Chinese individuals and community groups living in and around the Manchester area
5. Provide accessible and culturally appropriate health information services to the Chinese and South-East Asian communities
6. Provide consultative, advisory and support services to other organizations
7. Participate in health policy consultations; health needs assessments; research and evaluation aimed at identifying service gaps and improving services to meet those needs

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the Charity's aims and objectives, in planning future activities, and setting the policies for the year.

The charity furthers its charitable purposes for the public benefit through the organization and provision of a wide range of health information, advice and activities, designed reduce loneliness and isolation, to improve service user's physical and mental health and wellbeing.

CHINESE HEALTH INFORMATION CENTRE

Structure, governance and management

Chinese Health Information Centre is a company limited by guarantee governed by its Memorandum and Articles of Association dated 29th June 2002. It is registered as a charity with the Charity Commission 7th October 2002.

Appointment of trustees

As set out in the Articles of Association the appointment of trustees shall be reviewed every three years.

Trustee induction and training

On appointment, Trustees are given an induction to their roles and responsibilities and access to relevant literature from the Charity Commission, Companies House etc.

Organization

The board of trustees administers the charity. The board normally meets 6 times a year. A Nurse Operations Manager is appointed by the trustees to manage the day-to-day operations of the charity.

Related parties and co-operation with other organizations

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee and senior manager with any service providers must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year such related party transactions are reported in Note 10.

Review of achievements and performance

This year CHIC has experienced the worse and unprecedented situation both financially and operationally since the outbreak of the covid pandemic started in March 2020. The Centre was forced to close down nearly all its daily services and to follow the Government's lockdown policy. We endeavored to overcome all the obstacles to do as much as we could to support, help and comfort the people we have always served in particularly those isolated and lonely vulnerable adults and older people in our community. We have made changes, adaptation and innovation, and a developed a new way to operate and deliver services by setting up online a broad range of health activities including classes for basic English, Medical terms, Tai Chi, Stretching exercise, Dancing, Singing, Memory Lane Club for chat time, listen to music and play quizzes, one to one be befriending telephone support to people who we continually support and care for. Extra support was given to help with shopping, making phone calls to GPs and hospitals, refer people to the appropriate agents including NHS Walk-in Centres, using NHS 111 etc.

The main achievements during the financial year 2020/2021 were:

CHIC was able to secure funding from the SLA health partnership with Your Housing Group (YHG) which enables the following services to continue and be maintained:

- i) 32 sessions Tai Chi delivered and benefitted 96 people among whom were all older people.
- ii) 19 sessions of stretching exercise were delivered and 113 people benefitted.

CHINESE HEALTH INFORMATION CENTRE

- iii) 9 sessions of Memory Lane Support Group were held. The purpose of the activity is to keep people connecting and engaging socially by listening to and memorizing reminiscing old folk songs. This provided a good opportunity for people to be able to talk to, be listened to. They can chat and share freely.
In total 72 people benefitted from it.
- iv) 20 sessions of one to one befriending help and support were provided to 100 elders among whom 50 were the old people living in the housing association.
- v) 4 large scale community health talks were delivered and well attended with 50-70 people per session; these talks were given by health professionals to raise health awareness including, What is health?, A health concern-combating High Blood Pressure and Cholesterol, Prevention & Treatment of Covid 19 Related Stress by Chinese Medicine, Guideline and Advice about Covid /Flu Vaccination, understanding the Truths and Myths of Covid Vaccination to provide information for people who are anxious to have the covid vaccination. These talks proved to be very useful and helpful and as a result more members from the community are less fearful of receiving covid vaccination.

In total 250 people benefitted from these health talks.
- vi) We held an online event for the first time in our life to celebrate the Chinese New Year in February 2021, with the aim of bringing some positivizes in the midst of battling against the pandemic, to enjoy a moment of relaxation and happiness. It was very successful with 120 people took part in it with joy.

Besides the above services CHIC were able to achieve and provide the following:

- 15 sessions Basic English class on a weekly basis, 70 regularly people take part in it.
- 15 sessions Health Medical Terminology Class on a weekly basis, 94 people regularly take part in it.
- 21 sessions of Mandarin Class were delivered and 67 people took part in it.
- 7 sessions of Singing class were organized with 50 people benefitted from it
- 18 sessions of Dancing Class were organized, 56 people took part in it.
- An extra 15 Stretching Exercise was provided and over 100 people benefitted.

These classes are contributed to by CHIC's dedicated volunteers who graciously give their valuable time.

All the above activities were aimed at empowering and getting people physically, mentally and socially active, connecting and engaging. It is important particularly during the pandemic lockdown when people are less active, and there is a fear of isolation and loneliness. Verbal feedback of these activities from users was very positive and useful. People are able to learn new skills, adapting new ways of making friends and engaging on line. The number of people taking part in all these activities is not less than any pre-pandemic time. Although there was physical limitation, these activities provided a very important window for older people who were in insolation due to the pandemic lockdown.

CHINESE HEALTH INFORMATION CENTRE

Recent new health activities development during the pandemic

On lines learning and health activities particularly important and beneficial to people who had to stay at home during the pandemic lockdown. In terms of promoting and keeping people active physically, socially and mentally to reduce of feeling of isolation, loneliness and lacking support, CHIC has developed the following services:

- Stretching Exercise
- Dancing Class
- Mandarin Class
- Singing Class
- Quizzes and Chat time session
- One to one be friendly telephone support

The above services are mostly made possible by the significant contribution of a group of dedicated volunteers giving their valuable time. These services have a huge impact on the lives of the local Chinese community during the pandemic lockdown to keep people occupied, socially and mentally active. It is particularly vital to those isolated vulnerable adults, older people in the community and they have been encouraged to join these activities on line using zoom facilities and mobile phones and so on. The on line facilities is a new way connecting, joining people together, is like a platform, an opportunity for people to meet, to chat and to share with one another face to face.. There has been much positive verbal feedback including being able to be more focused, able to learn better. They were given the platform and opportunity to talk and to meet other people; a sense of belonging in an appropriate cultural environment and being able to express their feelings in their own language. It is very important during the covid pandemic.

CHIC has been able to recruit 4 volunteers

Financial review

The attached statements show the current state of the Charity's finances, which the Trustees consider to be satisfactory. The management committee continues to invest in and develop services while maintaining existing services. This required us to use some of our reserve funds in the year. Total income in the year was £80,504 (2020 £162,368) and total expenses £98,877 (2020 £172,891) returning a deficit of £18,373 (2020 £10,523). The major sources of income were Your Housing, income generated from health interpreting services and an annual charity fundraising event.

Investment powers and policy

The trustees, having regard to the liquidity requirements of operating the charity, have kept available funds in an interest bearing deposit account.

Reserves policy and going concern

The balance held in unrestricted reserves at 31st March 2021 was £435,813 of which £264,710 was free reserves, after allowing for funds tied up in tangible fixed assets.

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately eighteen months of normal pre Covid running costs (currently £258,000). This meets with CHIC's financial strategic plan. The trustees consider that this level will provide sufficient funds to respond to applications for grants and ensure that support and governance costs are covered.

Having regard to the level of reserves, financial strategic plan and annual budget the trustees consider that the charity is a going concern. Any reliance on grant funding is managed through a flexible

approach to staffing and service provision.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

Plans for Future Periods

CHIC Management Committee has set out a Financial Strategy Plan for future as follows:

- Minimize costs and reduce running costs
- Increase interpreting service income
- Continue to organise annual Fund-raising activities
- Use the opportunity of Chinese New Year celebrations to fund raise
- Continue the SLA with Your Housing Group (YHG)
- Seek, identify and bid for other sources of funding and sponsorship
- Publish a room hire facility on CHIC's website to generate more funds
- Further develop and expand the Carers for Autistic Children Support Group
- Maintain all core services
- Maintain financial stability in long term

2020-2021 it was a most challenging and unpredicted year due to the outbreak of the new coronavirus pandemic which has a severe financial impact on CHIC. We had experienced the most unprecedented situation in history of our lives and confronted the worse financial uncertainty. Due to the pandemic situation and the lockdown, CHIC has lost all the vital income generated both from the interpreting service and from the annual charity fund-raising event. They are the major source of income to help and support the sustainability of the entire operations of the Centre's charity work. More so, CHIC has entered the fifth year without any mainstream funding. Despite of facing the uncertainty financial situation, CHIC has endeavored to maintain financial stability without affecting services to our users. The Centre was forced to close down, a new way of operating and delivering our services had been developed by adopting on line services using zoom, WhatsApp, mobile phones, messaging facilities, and this proves to be very effective and beneficial to people's physical, social and mental well-being. We provide a wide range of services keeping people active, connecting and engaging to reduce social isolation and loneliness that during the lockdown. In fact more and new services had been developed including one to one telephone support and help service, dancing, Mandarin and stretching classes. Financially, by closely monitoring the financial situation and constantly reviewed the financial plan, we managed to reduce some of our running and staff costs. We have made use of the Government's lockdown policy adopting the furlough scheme and the Job Retention Scheme (CJRS).

CHIC was successfully to receive the MCC Fast Track Grant of £10,000 to support small business, the grant came in timely help. Although the SLA from Your Housing Group has reduced by 50%, nevertheless, the fund has significant contribution to support the Centre during this difficult time. We are pleased that significantly have maintained and stabilized our budget in line with our strategic plan. Thanks to all the support from the Management Committee and all the hard working staff team and volunteers. With the rising cases of the covid pandemic and new variants, inevitably it is going to have a huge impact our economy, we are going to face financial uncertainty in the coming months; therefore looking for other financial support and funding are still our top priority for the coming year.

CHINESE HEALTH INFORMATION CENTRE

Trustees responsibilities in relation to the financial statements

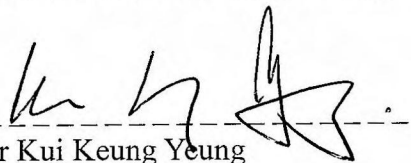
The charity trustees (who are also the directors of Chinese Health Information Service for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that 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 safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the board of trustees
CHINESE HEALTH INFORMATION CENTRE



Mr Kui Keung Yeung

Date: 22 December 2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHINESE HEALTH INFORMATION PROJECT

I report on the accounts of the company for the year ended 31st March 2021, which are set out on pages 9 to 19.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

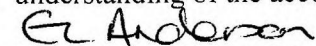
Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, ; and
 - with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



EL Anderson MA FCA CTA
Community Accountancy Service Ltd
The Grange, Pilgrim Drive
Beswick, Manchester, M11 3TQ

Date: 22 December 2021

STATEMENT OF FINANCIAL ACTIVITIES
(including Income & Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2021

INCOME FROM:	Notes	Unrestricted Funds £	Restricted Funds £	Year Ended 31.03.21 Total Funds £	Year Ended 31.03.20 Total Funds £
Incoming Resources from Generated Funds					
Donations & Legacies		-	-	-	510
Donation in Kind		-	2,710	2,710	-
Investment Income		113	-	113	558
Other Trading Activities	5	503	-	503	23,779
Charitable Activities	4	18,091	59,087	77,178	137,521
TOTAL		<u>18,707</u>	<u>61,797</u>	<u>80,504</u>	<u>162,368</u>
EXPENDITURE ON:					
Raising Funds	6	-	-	-	(8,823)
Charitable Expenditure	7	(37,080)	(61,797)	(98,877)	(164,068)
TOTAL		<u>(37,080)</u>	<u>(61,797)</u>	<u>(98,877)</u>	<u>(172,891)</u>
NET INCOMING (OUTGOING) RESOURCES BEFORE TRANSFERS					
		(18,373)	-	(18,373)	(10,523)
Gross Transfers between funds	16	-	-	-	-
		<u>(18,373)</u>	<u>-</u>	<u>(18,373)</u>	<u>(10,523)</u>
RECONCILIATION OF FUNDS					
Total Funds Brought Forward		454,186	-	454,186	464,709
TOTAL FUNDS CARRIED F/W/D	16	<u><u>435,813</u></u>	<u><u>-</u></u>	<u><u>435,813</u></u>	<u><u>454,186</u></u>

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

The notes on pages 12 to 19 form part of these accounts.

CHINESE HEALTH INFORMATION CENTRE

Co.Reg. No. 4473484

10

BALANCE SHEET AS AT 31 MARCH 2021

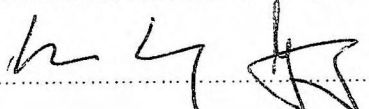
		2021 £	2020 £
FIXED ASSETS			
Tangible Fixed Assets	12	171,103	175,381
CURRENT ASSETS			
Debtors	13	8,034	26,299
Cash at Bank and in Hand		<u>265,668</u>	<u>280,377</u>
		273,702	306,676
LIABILITIES:			
Amounts falling due within one year	14	<u>(8,992)</u>	<u>(27,871)</u>
NET CURRENT ASSETS		264,710	278,805
		<u>435,813</u>	<u>454,186</u>
THE FUNDS OF THE CHARITY			
Restricted Funds	17	-	-
Unrestricted Funds	17	435,813	454,186
TOTAL CHARITY FUNDS		<u>435,813</u>	<u>454,186</u>

For the year in question the company was entitled to the exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required The company to obtain an audit of its accounts for the year in question in accordance with section 476.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved on behalf of the Board of Trustees:


.....

Trustee Mr Kui Keung Yeung

Date: 22 December 2021

The notes on pages 12 to 19 form part of these accounts.

STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 31st MARCH 2021

RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH
FLOW FROM OPERATING ACTIVITIES

	2021	2020
	£	£
Net movement in funds	(18,373)	(10,523)
Add back depreciation	4,278	4,278
Deduct investment income	(113)	(558)
Decrease/(increase) in debtors	18,265	776
Increase/(decrease) in creditors	(18,879)	12,144
Net cash used in operating activities	<u>(14,822)</u>	<u>6,117</u>
Cash flows from investment activities:		
Interest	113	558
Net cash provided by investing activities	<u>113</u>	<u>558</u>
Increase/(decrease) in cash and cash equivalents during the year	(14,709)	6,675
Cash and cash equivalents brought forward	280,377	273,702
Cash and cash equivalents carried forward	<u>265,668</u>	<u>280,377</u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES**(a) Basis of preparation and assessment of going concern**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The 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 January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There are no restricted funds at the year end.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion have created a fund for a specific purpose.

Further details of each fund are disclosed in note 16.

(c) Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Fee and grant income are reflected in the accounts when receivable. Grants are recognised when the conditions for their receipt have been met - this may be based on performance of a task or purchase of goods or services. Grants which relate to a specified future period are deferred.

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Operating income represents grants, contracts, fees and sundry income receivable.

(d) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (g) below.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on staff time and facilities used in each activity.

The allocation of support and governance costs is analysed in note 8.

(g) Charitable Activities

Costs of charitable activities include governance costs and an apportionment of support costs as shown in Note 7.

(h) Tangible fixed assets and depreciation

Fixed assets are included in the accounts at net book value. Additions of a single item or a group of similar assets exceeding £500, are capitalised at cost (valuation for donated assets).

Depreciation is provided to write off the cost less the estimated residual value of tangible fixed assets over their estimated useful lives as follows:-

Computers	33 1/3% p.a. on original cost
Fixtures, Fittings & Equipment	25% p.a. on original cost
Buildings	over 50 years from 2012
Refurbishment	20% on cost

(i) Debtors

Trade and other debtors are recognised at settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(j) Creditors and Provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(k) Taxation

The organisation is exempt from income tax by reason of its charitable status. Income tax suffered on investment income is reclaimed in full. The Charity is registered for VAT.

(l) Pensions

The charity is a member of an auto enrolment pension scheme in due course. The charity has no liability beyond making its contributions and paying across the deductions for the employee's contributions.

(m) Contingent liabilities

A contingent liability is identified and disclosed for those transactions resulting from a possible obligation which will only be confirmed by the occurrence of one or more uncertain future events not wholly within the trustees' control.

2 NET INCOME FOR THE YEAR

	2021	2020
	£	£
This is stated after charging:		
Depreciation - owned assets	4,278	4,278
Independent Examiners Fees	985	980
Other financial services	1,235	840

3 TAX ON SURPLUS ON ORDINARY ACTIVITIES

(See taxation policy note above)

- -

4 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Specialist Interpreting Services (medical / health)	8,076	-	8,076
HMRC CJRS	-	54,087	54,087
Your Housing - Wellbeing Services	-	5,000	5,000
Manchester City Council - Covid Support	10,000	-	10,000
Activity Income	15	-	15
	<u>18,091</u>	<u>59,087</u>	<u>77,178</u>

Previous Year

	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Specialist Interpreting Services (medical / health)	122,845	-	122,845
Your Housing - Wellbeing Services	-	10,000	10,000
LCVS Community Impact Fund	-	2,000	2,000
Trip & Activity Income	-	2,676	2,676
	<u>122,845</u>	<u>14,676</u>	<u>137,521</u>

5 INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Chinese New Year Fundraising	503	-	503
	<u>503</u>	<u>-</u>	<u>503</u>

Previous Year

	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Charity Gala Dinner Fundraising Event	23,779	-	23,779
	<u>23,779</u>	<u>-</u>	<u>23,779</u>

6 COST OF RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Charity Fundraising Event (all unrestricted funds)	-	-	-	8,823
	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,823</u>

CHINESE HEALTH INFORMATION CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

15

7 EXPENDITURE

	Interpreting Service £	Health Promotion £	Other Activities £	Total 2021 £
Wages and Salaries	37,956	-	120	38,076
Wages and Salaries - interpreting	25,043	-	-	25,043
Bank Interpreting Expenses	788	-	-	788
Activities for Older People	-	-	30	30
Tai Chi Classes	-	-	1,153	1,153
Centre Health Activities	-	-	2,710	2,710
Support Costs	-	-	28,688	28,688
Governance Costs	-	-	2,389	2,389
	<u>63,787</u>	<u>-</u>	<u>35,090</u>	<u>98,877</u>
Restricted	42,324	-	19,473	61,797
Unrestricted	21,463	-	15,617	37,080
	<u>63,787</u>	<u>-</u>	<u>35,090</u>	<u>98,877</u>
Previous Year	Interpreting Service £	Health Promotion £	Other Activities £	Total 2020 £
Wages and Salaries	38,924	-	3,478	42,402
Wages and Salaries - interpreting	34,105	-	-	34,105
Travelling Expenses	538	-	54	592
Training & Consultancy	30	-	5	35
Volunteer Expenses	-	-	725	725
Bank Interpreting Expenses	39,291	-	-	39,291
Day trips for older people	-	-	2,916	2,916
Activities for Older People	-	-	281	281
Health Promotion Activities	-	35	-	35
Tai Chi Classes	-	-	2,450	2,450
Activities for Children	-	-	2,003	2,003
Centre Health Activities	-	-	718	718
Footcare Screening Service	-	1,082	-	1,082
DBS Checks	334	-	-	334
Support Costs	-	-	33,377	33,377
Governance Costs	-	-	3,722	3,722
	<u>113,222</u>	<u>1,117</u>	<u>49,729</u>	<u>164,068</u>
Restricted	-	-	15,176	15,176
Unrestricted	113,222	1,117	34,553	148,892
	<u>113,222</u>	<u>1,117</u>	<u>49,729</u>	<u>164,068</u>

8 ALLOCATION OF GOVERNANCE AND SUPPORT COSTS

	<i>Basis of Apportionment</i>	General		Total 2021	Total 2020
		Support	Governance		
		£	£	£	£
Employment Costs	<i>Staff Time</i>	14,704	-	14,704	18,945
Insurance	<i>Space Used</i>	2,452	-	2,452	2,446
Rent, Rates, Heat, Light & Water	<i>Space Used</i>	3,062	-	3,062	3,157
Repairs and Maintenance	<i>Space Used</i>	576	-	576	738
Minor Equipment	<i>Space Used</i>	-	-	-	314
Cleaning	<i>Space Used</i>	11	-	11	318
Printing, Stationery & Post	<i>Staff Time</i>	1,650	-	1,650	1,930
Telephone	<i>Staff Time</i>	782	-	782	928
Website	<i>Staff Time</i>	48	-	48	48
Depreciation	<i>Staff Time</i>	4,278	-	4,278	4,278
Sundries	<i>Staff Time</i>	20	-	20	49
Irrecoverable VAT		804	-	804	226
Management Committee Expenses		-	-	-	148
AGM		-	-	-	1,368
Accountancy & Payroll		-	2,220	2,220	1,820
Donations		301	-	301	-
Bank Charges & Interest		-	169	169	386
		28,688	2,389	31,077	37,099

9 STAFF NUMBERS AND COSTS

	2021	2020
	£	£
Wages and Salaries	76,784	92,939
Social Security Costs	34	2,407
Pension Costs	1,005	106
	77,823	95,452

No employee earned £60,000 per annum or more.

The average number of employees was 10, 1 full time, 3 part time and 6 sessional interpreters.

The average number of employees by full time equivalent was:

Management & Administration	1	1
Provision of Services	2	3
	3	4

The charity considers its key management personnel comprises the trustees and manager. The total employment benefits, including employer N.I. and pension contributions of the key management personnel was £36,183 (previous year: £42,164).

No employee earned £60,000 p.a. or more, and no director was paid any remuneration.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

10 CAPITAL COMMITMENTS

Contracted for but not provided

£ nil	£ nil

11 TRUSTEES' REMUNERATION AND EXPENSES

No remuneration, directly or indirectly out of the funds of the charity, was paid or payable during the period, to any trustee or to any persons known to be connected with any of them. No reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the period.

12 TANGIBLE FIXED ASSETS

	Building	Fixtures & Fittings £	Computers & Equipment £	Refurbishment £	Total £
COST					
As At 1 April 2020	212,926	37,876	18,070	10,628	279,500
Additions					-
Disposals					-
At 31 March 2021	212,926	37,876	18,070	10,628	279,500
DEPRECIATION					
As At 1 April 2020	37,545	37,876	18,070	10,628	104,119
Charge for Year	4,278				4,278
Disposals					-
At 31 March 2021	41,823	37,876	18,070	10,628	108,397
NET BOOK VALUE					
At 31 March 2021	171,103	-	-	-	171,103
At 31 March 2020	175,381	-	-	-	175,381

13 DEBTORS

	2021 £	2020 £
Other Debtors	5,964	23,820
Prepayments	2,070	2,479
	8,034	26,299

14 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Bank Current Account	4,200	11,778
Other Creditors	832	306
Other Taxes & Social Security Costs	1,021	10,441
Accruals	2,939	5,346
	8,992	27,871

15 CONTINGENT LIABILITIES

	2021 £	2020 £
At 31 March	-	-

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

16 MOVEMENT IN FUNDS	Balance at 1.4.20	Incoming	Transfers	Outgoing	Balance at 31.3.21
	£	£	£	£	£
RESTRICTED FUNDS					
Your Housing Group - Older Peoples' Activities	-	5,000		(5,000)	-
Donation in Kind	-	2,710		(2,710)	-
HMRC CJRS	-	54,087		(54,087)	-
	-	61,797	-	(61,797)	-
UNRESTRICTED FUNDS					
General	278,805	18,707		(32,802)	264,710
Designated Capital Fund	175,381	-		(4,278)	171,103
	454,186	18,707	-	(37,080)	435,813
TOTAL FUNDS	454,186	80,504	-	(98,877)	435,813
Previous Year					
	Balance at 1.4.19	Incoming	Transfers	Outgoing	Balance at 31.3.20
	£	£	£	£	£
RESTRICTED FUNDS					
Your Housing Group - Older Peoples' Activities	-	10,000		(10,000)	-
Older People Contribution to Activities	-	1,490		(1,490)	-
LCVS Community Impact Fund - Activities	-	2,000		(2,000)	-
Donation - Older Peoples' Activities	-	500		(500)	-
Contribution to Childrens' Trip	-	1,186		(1,186)	-
	-	15,176	-	(15,176)	-
UNRESTRICTED FUNDS					
General	285,050	147,192		(153,437)	278,805
Designated Capital Fund	179,659	-		(4,278)	175,381
	464,709	147,192	-	(157,715)	454,186
TOTAL FUNDS	464,709	162,368	-	(172,891)	454,186

Designated Capital Fund - This represents the book value of assets still to be depreciated. The funds are fully spent.

17 ANALYSIS OF CHARITABLE FUNDS

	Tangible Fixed Assets £	Net Current Assets £	2021 Total £	Tangible Fixed Assets £	Net Current Assets £	2020 Total £
RESTRICTED FUNDS:	-	-	-	-	-	-
UNRESTRICTED FUNDS:	171,103	264,710	435,813	175,381	278,805	454,186
	171,103	264,710	435,813	175,381	278,805	454,186

18 COMPANY STATUS

The charitable company is limited by guarantee and all members have agreed to contribute a sum not exceeding £1 in the event of a winding up.

19 GOING CONCERN

The company's main source of income is grant funding and interpreting services. The Trustees having regard to future budgets and the current level of reserves consider that it is appropriate to prepare the accounts on a going concern basis and, consequently the accounts do not include any adjustments that would be necessary if the funding sources should cease.

20 POST BALANCE SHEET EVENTS

The trustees consider that there are no significant post balance sheet events that impact on the financial statements as presented. Covid has continued to impact the interpreting service after the year end but Government funding and reserves mean that the Centre is viable for the next 12 months.

21 FINANCIAL INSTRUMENTS

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised on a transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at an amortised cost using the effective interest method.

21 CONTROLLING PARTIES

The company is under the joint control of the volunteer Board of Trustees named on Page 1. '