

MANCHESTER CHINESE CENTRE

COMPANY REGISTRATION NUMBER: 5641623
REGISTERED CHARITY NUMBER: 1114121

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2023

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

MANCHESTER CHINESE CENTRE

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023**

Pages	Index
1 - 7	Trustees Annual Report
8	Independent Examiner's Report
9	Statement of Financial Activities
10	Balance Sheet
11	Statement of Cash Flows
12-17	Notes to the Accounts

MANCHESTER CHINESE CENTRE**Report of the Trustees for the Year Ending 31ST December 2023**

The trustees present their annual directors' report and financial statements of the charity for the year ending 31st December 2023 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) (1 January 2019).

Reference and administrative information

Charity Name: Manchester Chinese Centre

Charity Number: 1114121

Company No: 5641623

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: Ms Maggie Tang

Nicole Soi

Dennis Yoeh

Company Secretary

Ms Maggie Tang

Key management personnel: Trustees and Directors

- Ms Maggie Tang
- Nicole Soi
- Dennis Yoeh
- Jenny Wong - Manager of MCC

Registered Office

67 Ardwick Green North, Ardwick, Manchester, M12 6FX

Independent Examiners

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

Bankers

The Cooperative Bank plc, Balloon Street, Manchester

Objectives and activities

The purpose of the charity is to offer a variety of educational benefits to Chinese children, including English and Chinese language skills and I.T.

MANCHESTER CHINESE CENTRE

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

- Enhancing community cohesion by assisting Chinese nationals, refugees and immigrants throughout Greater Manchester to integrate and access opportunities, enabling them to participate fully in the society.
- We achieve this by bringing together a diverse range of learning opportunities, such as leisure activities in arts, culture and sport. We also offer information, advice and support available through our centre 6 days per week.

We provide:

Welfare and legal signpost advice service:

- Saturday and Sunday, free UK education system advice to all parents;
- Legal and welfare signposting to all community;
- Legal and welfare signposting to ESOL English classes' refugees and local community Tuesday, Wednesday and Thursday;
- Legal and welfare Signposting to Elderly Chinese Opera Club (aged 55-85) running every Tuesday from 12:00 - 19:00 comprising 50-60 members;

Structure, governance and management

Manchester Chinese Centre is a company limited by guarantee governed by its Memorandum and Articles of Association dated 1st December 2005. It has been registered as a charity organisation with the Charity Commission since 9th May 2006.

Appointment of trustees

As set out in the Articles of Association the appointment of trustees shall be subject to a minimum of three. At each meeting one third of the directors shall retire by rotation and offer themselves for re-election.

Trustee induction and training

On appointment the 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 4 times a year. A 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 for acting in their trustee role. Other payments are shown in Note 11. Any connection between a trustee and a 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 11.

Review of our achievements and performance

The main achievements during the year were:

Inflation and the rising cost of living inevitably affects our freelance teachers and our daily running costs. 2023 we have had a hard time keeping up with our daily expenses. Mainly energy bills, insurance and 20%

MANCHESTER CHINESE CENTRE

council tax. The council gave us an 80% council tax relief instead of 100%. Council tax keeps going up and this increases our daily expenses.

Community work:

- We have lost the Community Interpreting Service for NHS, social care and education. Most organisations have switched to remote (online or mobile). They contact interpreters directly instead through us.
- The members of the Chinese Cantonese Opera still carrying on. This elderly group had provided tea and snack for their member which work out nicely. Some of them still very worried about their physical condition and the development of the COVID-19 epidemic, and they dare not go out to participate in social activities. The Hong Kong BNO Group also has some new members, but they cannot drive to the Centre and not able continue.
- The Manchester Day Parade was changed to a full day of stand workshops in mid-August. Most of the community away on holiday. There was no way we could have been involved. Without the funding and manpower, we wouldn't have had the staff and artists to run the event for whole day.

Chinese New Year in Jan 2023:

- The event is back in Chinatown. We didn't participate in the Chinatown booths because the rental was too expensive. Given the shrinking budgets of tourists, it's not realistic to participate in this event.
- MCC youth group has fundraised for homeless and elderly people in the community. The activities included delivering Food Parcels to them directly.
- MCC joined the Ardwick Park community event. Chinese New Year we provided a Chinese Dragon Dance workshop in the park. We employed a professional Kung Fu Master and teachers to run this dragon Dance workshop which we received huge positive feedback. This event was free of charge and open to the public. Also, this event has been promoting Ardwick Ward.

Community service:

Legal and Welfare Service: phone advice only and no face-to-face service. Nicole or Jenny did help the community with emergency cases. There are many Cantonese speakers from Hong Kong BNO asking for help. We provide signpost info. Lots of employment law and HR issues, neighbours and educational conflicts.

For employment, we work with Growth Company Janet Wong, Engagement Officer at The Salvation Army Engineering and Construction Academy, 71 Grosvenor Street, Manchester, M13 9UB. They are funded by the Government to provide training and employment opportunities to the community. Janet promoted adult education and gain employment, especially the social care jobs.

The Coronation of Charles III

A fantastic long bank holiday weekend for the coronation of King Charles on 6th and 7th May 2023. The Ardwick community in Manchester come together to celebrate, whether it's a private garden party or a street party that the whole community can attend. It's great to get to know your neighbours. Welcome all!

MANCHESTER CHINESE CENTRE

This time about 550 children attended the coronation of King Charles outside our school. Lisa Yam DL to represent the Lord Lieutenant on 6th May at 12pm visited our school. She celebrated this special occasion with our children.

Very long tables to set up with flowers and flags which had covered the whole street. Parents donated food and drinks. Danny was dancing around with the children. Luckily Manchester City Council closed the roads and allowed our children to dance in the streets. Absolutely perfect and fun!

The tragedy of school bullying

On July 7, 2023, we helped a family through a very difficult time. E child was bullied at a local mainstream school and died. Nicole has been helping the family with the legal issues and listening to the parents. This has taken up a lot of her time. Our committee raised the issue of bullying in schools.

On August 15, 2023, Jenny Wong held a workshop on "School Bullying". The tragedy of school bullying in E has aroused the concern of parents. It affects the daily life and mental health of children. Parents must understand the problem of school bullying and teach them how to face it and the rights of their children. 21 parents participated in the workshop.

Memorial Day of E - Football Cup

On August 13, 2023, together with Emma Panayiotou, a football event was organized to raise awareness about bullying. On this extraordinary Memorial Day, 120 young people of mixed race played football, with the participation of many volunteers and parents. Everyone there was unique: different races, different languages, different backgrounds, different ideas and motivations, but there was no conflict. No matter how heartbreaking the defeat was, everyone was united. We want young people to see the love around them and feel how extraordinary society is.

Fundraise & Donation

Total amount raised on the day of the memorial was £2,060 (Emma account + £305.00 (Manchester Chinese Centre account). Emma and Andy donated the funds towards two children's charities:

Manchester Mind and National Suicide.

All fundraising profits made are paid to the charities Manchester Mind and the National Suicide Prevention Alliance in the name of E.

For the event of "Memorial of E - Football Cup", funded by Manchester Chinese Centre. MCC responsible for the following expenses: drinks, food, candles, black ribbons, bouncy castle, face painting and football medals. Total paid out cost was **£722.72**.

Portico Library exhibition planning

We attended meeting on 27 Sept 2023 and agreed to take part of Portico Library's Exhibition "Infamous: Opium, Silk, Tea and the Mission" 1 Feb 2024 to 10 June 2024. We were invited by the organizer, Iris Yau, to take part in this exhibition. We loaned items and assisted with the display at Portico Library on 31 January 2024. Portico Library, 57 Mosley St, Manchester, M2 3HY.

Workshop for parents

On 18 Aug 2023, Family Law workshop run by **Nicole Soi**. 18 adults attended. This workshop mainly talks about children safeguarding, estate planning, will for family with young children, will and probate and guardianship.

On 18 Aug 2023 "Children learning development" workshop run by Jenny Wong. 20 adults attended. This workshop provided the UK education system from Nursery to A Level. Jenny invited teenagers to attend a

MANCHESTER CHINESE CENTRE

“career development” workshop which helped them to plan and have an insight knowledge of their career pathway. Also, children’s work experience is very vital. This will parents to understand the education system, so parents could provide extra help to their children.

Community Christmas

Manchester Chinese Centre worked closely with Manchester City Council’s Ardwick Community Officer Katrina Keane, the Central Communities Team, Barnardo’s, Arawak Walton and One Manchester to host the Ardwick Green Park Festive Lights event on 4 December 2023. The event was created by the above organizations. We invited local communities to hold a Christmas party at Ardwick Green Park. About 110 people attended.

MCC young volunteers are serving hot food and drinks. Grace Wong organized carols singing and most important we invited Anson Yu played musical instruments. It was wet and raining, but our children still carried on! Barnardo’s ran craft activities at their Community Hub and they joined the party. Our volunteer Tor played the important role of Santa Claus. Children following him around. He gave out lots of presents to the children. We shared the hot meals with the homeless people.

MCC supplementary school

Sept 2022 -2023 School Fee has increased to £320 per year.

Nov 2022 - July 2023, MCC School carried on some of the online lessons before, but from September 2022, we cancelled online lesson. All returned to school for Face-to-Face lessons.

Textile making where art, science and history meet

20 Oct 2022 and 20 Feb 2023, MCC invited National Archives and the V&A to run Textile workshop for the teenage students. The UK National Archive are running a hands-on workshop for young adults, exploring design, dying and weaving techniques used in 18th and 19th Century China drawing inspiration from collections held at the National Archives and the V&A. Student interested in learning about historic Chinese textile making techniques.

School library

Fundraising for the library In May 2022, MCC received a donation of £3087.42 from parents to build our library. We completed the shed at Easter and asked the community to donate books. Volunteer Winnie Tang worked in the library from April to July 2022. Organizing all the books. Open to the community and public in September 2023.

We launched the school library and formed several reading clubs with young volunteers. Reading is a fundamental aspect of language learning. It exposes children to new vocabulary, grammar, and sentence structures while improving comprehension and overall fluency. We hope to improve Chinese children's English reading skills.

Homework Club

We learned that E has been bullying at his school. Our committee suggested to improve Chinese children has engaged **Dr Barnardo's Community Hub** next door to set up a homework club to help the children with their schoolwork. Through this Homework Club children need to learn how deal with school Bullying. Academics are very important in building your child's confidence in the long term.

MANCHESTER CHINESE CENTRE

JCQ exam

2022-2023 JCQ exam achievement:

Subject	No enrol	Result grade
A Level	6 from MCC	4 x A, 1 x B, 1 x D
GCSE	33 candidates from MCC	9 x 25, 8 x 6, 7 x 1, 5 x 1
	32 Private Candidates	9 x 25, 8 X 4, 7 x 3

We send teachers to local high schools and Sixth form College to conduct Chinese A-Level and GCSE examinations, covering a total of 13 schools and Colleges in Greater Manchester.

Teacher training from Bolton University

Bolton University sent their PGCE students has been coming to school for training. Each year about 4 to 5 students. We have been working with them for years. It has been very successful.

Celebrating Manchester's complementary schools

Saturday, July 1, 2023, 11:00 am – 15:00 pm. Martin Harris Centre, University of Manchester. We prepare refreshments for visitors and display our students' work and pictures of our school in the exhibition hall.

The award ceremony began when Mayor Yasmin Dar delivered a welcome speech and introduced the event. **Award presentation:**

- Youth Voice & Children's Rights: Presented by Jennie - Manchester City Council
- Creative Teaching and Learning: Presented by Mon - NRCSE
- Community Partnership: Jen - Growth Company

Manchester Chinese Centre won awarded as follow:

- Shuk-Na Chen won the best volunteer award of our school.
- Shuangning won the best teacher award for our school.
- Nancy Yu won the best academic achievement student award of our school.

Manchester City Council provides lunch for everyone in the open hall to allow people to network. It's a great day!

Adult education

WEA run adult education at MCC and use our Centre for their ESOL exam. WEA has been running their ESOL lesson online and 3 days at our Centre.

Financial review

The attached statements show the current state of Charity's finances, which the Trustees consider to be satisfactory. Total income in the year was £199,121 (2022 £202,511) and total expenses £163,896 (2022 £147,680) returning a surplus of £35,295 (2022 £54,831). The increased surplus was mainly due to the increased uptake of Chinese language classes. The major sources of income were education and donations.

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.

MANCHESTER CHINESE CENTRE

Reserves policy and going concern

The balance held in unrestricted reserves as at 31st December 2023 was £178,335 of which £172,077 are 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 6 months of running costs (currently £82,000). The trustees consider that this level will provide sufficient funds to give stability to the services offered by the charity.

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 / Ongoing projects

We offer Chinese education workshops to schools across Manchester. Many schools have shown strong interest. We need to recruit and train more teachers to run workshops and school clubs.

It is good to promote adult Mandarin course as an evening class, adult Chinese learners would be well suited. Chinese calligraphy could also be taught during the day.

Trustees responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Manchester Chinese Centre 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



Maggie Tang - Trustee

Date: 15 Sept 2024

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MANCHESTER CHINESE CENTRE

I report on the accounts of the company for the year ended 31st December 2023, which are set out on pages 9 to 17.

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.

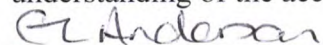
Independent examiner's statement

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 15th September 2024

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

				Year Ended 31.12.23	Year Ended 31.12.22
INCOME FROM:	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £	Total Funds £
Incoming Resources from Generated Funds					
Donations & Legacies		5,026	705	5,731	22,229
Investment Income		1,549	-	1,549	139
Other Trading Activities	5	11,816	-	11,816	12,803
Charitable Activities	4	180,095	-	180,095	167,340
TOTAL		198,486	705	199,191	202,511
EXPENDITURE ON:					
Raising Funds	6	(5,816)	-	(5,816)	(9,432)
Charitable Expenditure	7	(157,252)	(828)	(158,080)	(138,248)
TOTAL		(163,068)	(828)	(163,896)	(147,680)
NET INCOMING (OUTGOING) RESOURCES BEFORE TRANSFERS		35,418	(123)	35,295	54,831
Gross Transfers between funds	17	-	-	-	-
RECONCILIATION OF FUNDS		35,418	(123)	35,295	54,831
Total Funds Brought Forward		142,917	3,260	146,177	91,346
TOTAL FUNDS CARRIED F/WD	17	178,335	3,137	181,472	146,177

The statement of financial activities includes all gains and losses in the year.

The notes on pages 12 to 17 form part of these accounts.

BALANCE SHEET AS AT 31 DECEMBER 2023

		2023 £	2022 £
FIXED ASSETS			
Tangible Fixed Assets	12	6,258	9,062
CURRENT ASSETS			
Stock	13	50	50
Debtors	14	1,760	3,399
Cash at Bank and in Hand		<u>181,986</u>	<u>148,133</u>
		183,796	151,582
LIABILITIES:			
Amounts falling due within one year	15	<u>(8,582)</u>	<u>(14,467)</u>
NET CURRENT ASSETS		175,214	137,115
		<u>181,472</u>	<u>146,177</u>
THE FUNDS OF THE CHARITY			
Restricted Funds	17	3,137	3,260
Unrestricted Funds	17	<u>178,335</u>	<u>142,917</u>
TOTAL CHARITY FUNDS		<u>181,472</u>	<u>146,177</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 Maggie Tang

Trustee Dennis Yeoh

Date 15th September 2024

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

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

	2023 £	,2022 £
Net movement in funds	35,295	54,831
Add back depreciation	2,804	3,451
Deduct investment income	(1,549)	(139)
Decrease/(increase) in debtors	1,639	(202)
Increase/(decrease) in creditors	(5,885)	(344)
Decrease/(increase) in stock	-	-
Net cash used in operating activities	32,304	57,597
Cash flows from investment activities:		
Interest	1,549	139
Purchase of fixed assets	-	(2,622)
Net cash provided by investing activities	1,549	(2,483)
 Increase/(decrease) in cash and cash equivalents during the year	 33,853	 55,114
 Cash and cash equivalents brought forward	 148,133	 93,019
Cash and cash equivalents carried forward	181,986	148,133

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 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 was one restricted fund 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 17.

(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.

Operating income represents grants, contracts, tuition fees, rental 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 (f) 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:-

Leasehold Improvements	5 years
Fixtures, Fittings & Equipment	5 years
Computer Equipment	5 years

(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 makes contributions to 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
£	£
2,804	3,451
1,272	1,272
-	-

3 TAX ON SURPLUS ON ORDINARY ACTIVITIES

(See taxation policy note above)

-	-
---	---

4 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Tuition & Exam Fees	176,589	-	176,589	155,785
Events & Workshops	3,176	-	3,176	11,395
Book Sales	330	-	330	90
Other Income	-	-	-	70
	<u>180,095</u>	<u>-</u>	<u>180,095</u>	<u>167,340</u>
Restricted				-
Unrestricted				<u>167,340</u>
				<u>167,340</u>

5 INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Interpreting	3,523	-	3,523	5,817
Management & Use of Facilities	8,268	-	8,268	6,931
Photocopying	25	-	25	55
	<u>11,816</u>	<u>-</u>	<u>11,816</u>	<u>12,803</u>

All income in 2022 was unrestricted funds.

6 COST OF RAISING FUNDS

	£	£	£	£
Employment Costs	2,428	-	2,428	2,521
Freelance Interpreters	1,210	-	1,210	4,946
Professional Indemnity Insurance	248	-	248	247
Premises Costs	1,930	-	1,930	1,718
	<u>5,816</u>	<u>-</u>	<u>5,816</u>	<u>9,432</u>

All expenditure in 2023 and 2022 was from unrestricted funds.

7 EXPENDITURE

	Interpreting Service £	Tuition & Workshops £	Total 2023 £
Employment Costs	-	4,048	4,048
Freelance Tutors	-	57,778	57,778
Travelling Expenses	4	4	8
Teaching Materials	-	2,223	2,223
Exam Fees	-	5,765	5,765
CRB Checks & Work Permits	74	75	149
Publications & Subscriptions	201	201	402
Workshops & Activities	-	7,258	7,258
Hospitality	-	1,907	1,907
Volunteer Expenses	-	602	602
Support Costs	3,090	73,578	76,668
Governance Costs	509	763	1,272
	<u>3,878</u>	<u>154,202</u>	<u>158,080</u>
Restricted Funds	-	828	828
Unrestricted Funds	<u>3,878</u>	<u>153,374</u>	<u>157,252</u>
	<u>3,878</u>	<u>154,202</u>	<u>158,080</u>

7 EXPENDITURE cont...

Previous Year	Interpreting Service £	Tuition & Workshops £	Total 2022 £
Employment Costs	-	4,201	4,201
Freelance Tutors	-	52,435	52,435
Training	-	119	119
Travelling Expenses	62	63	125
Teaching Materials	-	8,098	8,098
Exam Fees	-	2,202	2,202
CRB Checks & Work Permits	119	118	237
Publications & Subscriptions	200	201	401
Workshops & Activities	-	4,652	4,652
Hospitality	-	2,294	2,294
Volunteer Expenses	-	420	420
Support Costs	3,090	58,702	61,792
Governance Costs	509	763	1,272
	<u>3,980</u>	<u>134,268</u>	<u>138,248</u>
Restricted Funds	-	-	-
Unrestricted Funds	<u>3,980</u>	<u>134,268</u>	<u>138,248</u>
	<u>3,980</u>	<u>134,268</u>	<u>138,248</u>

8 ALLOCATION OF GOVERNANCE AND SUPPORT COSTS

	Basis of Apportionment	General Support £	Governance £	2023 Total £	2022 Total £
Employment Costs		19,248		19,248	17,446
Rent & Business Tax	Space Used	27,326		27,326	25,623
Heat, Light & Water	Space Used	4,989		4,989	2,798
Telephone	Space Used	839		839	834
Cleaning	Space Used	2,830		2,830	2,692
Printing, Postage & Stationery	Space Used	2,936		2,936	1,277
Website Costs		2,240		2,240	-
Insurance	Space Used	763		763	675
Repairs & Maintenance	Space Used	7,012		7,012	3,549
Computer & Internet Expenses	Space Used	913		913	802
Minor Equipment	Space Used	1,233		1,233	762
Depreciation	Space Used	2,805		2,805	3,451
Sundries		473		473	183
Donations		735		735	-
Legal & Professional Fees		826		826	-
Book-keeping & Accountancy		1,500	1,272	2,772	2,972
		<u>76,668</u>	<u>1,272</u>	<u>77,940</u>	<u>63,064</u>

9 STAFF NUMBERS AND COSTS

	2023 £	2022 £
Wages and Salaries	25,366	23,828
Social Security Costs	-	-
Pension Costs	358	340
	<u>25,724</u>	<u>24,168</u>

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

The charity had 2 employees during the year. The average number by full time equivalent was:

Management & Administration	0.5	0.5
Provision of Services	0.5	0.5
	<u>1</u>	<u>1</u>

The charity considers its key management personnel comprises the trustees and manager. The total employment benefits, including employer pension contributions of the key management personnel was £12,544 (previous year: £12,604).

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023 (cont...)

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.

Related Parties

Fortress Property was paid £26,500 for rent of the premises for the year. This business is owned by the centre manager.

A rent review was carried out by WT Gunson commercial property consultants in 2022 and established a market rent for the premises of £26,500 p.a.

£2,880 in room hire was charged to trustee Fui Fuen Nicole Soi during the year.

12 TANGIBLE FIXED ASSETS

	Leasehold Improvements	Computers Equipment	Fixtures & Equipment	Total
COST	£	£	£	£
As At 1 January 2023	55,561	3,078	14,511	73,150
Additions				-
Disposals				-
At 31 December 2023	55,561	3,078	14,511	73,150
DEPRECIATION				
As At 1 January 2023	49,194	2,599	12,295	64,088
Charge for Year	2,373	160	271	2,804
Disposals				-
At 31 December 2023	51,567	2,759	12,566	66,892
NET BOOK VALUE				
At 31 December 2023	3,994	319	1,945	6,258
At 31 December 2022	6,367	479	2,216	9,062

13 STOCK

	2023 £	2022 £
Stock	50	50
	50	50

14 DEBTORS

	2023 £	2022 £
Other Debtors	550	2,755
Prepayments	1,210	644
	1,760	3,399

All debtors in 2023 and 2022 relate to unrestricted funds.

15 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Other Creditors	6,021	10,097
Other Taxes & Social Security Costs	284	1,822
Accruals	2,277	2,548
	8,582	14,467

All creditors in 2023 and 2022 relate to unrestricted funds with the exception of:

Money held for Wuhan International Exchange Project £4,521.15

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023 (cont...)

16 CONTINGENT LIABILITIES

	2023	2022
	£	£
At 31 December	-	-

17 MOVEMENT IN FUNDS

	Balance at 1.1.23	Incoming	Transfers	Outgoing	Balance at 31.12.23
	£	£	£	£	£
Restricted Funds					
Donations - Build A Library	3,260	-	-	(123)	3,137
Donations - food donation project	-	400	-	(400)	-
Donations - Eric Lin event	-	305	-	(305)	-
	3,260	705	-	(828)	3,137
Unrestricted Funds					
General	142,917	198,486	-	(163,068)	178,335
TOTAL FUNDS	146,177	199,191	-	(163,896)	181,472

Previous Year

	Balance at 1.1.22	Incoming	Transfers	Outgoing	Balance at 31.12.22
	£	£	£	£	£
Restricted Funds					
Donations - Build A Library	-	3,260	-	-	3,260
	-	3,260	-	-	3,260
Unrestricted Funds					
General	91,346	199,251	-	(147,680)	142,917
TOTAL FUNDS	91,346	202,511	-	(147,680)	146,177

18 ANALYSIS OF CHARITABLE FUNDS

	Tangible Fixed Assets £	Net Current Assets £	Total £
RESTRICTED FUNDS:	-	3,137	3,137
UNRESTRICTED FUNDS:	6,258	172,077	178,335
	6,258	175,214	181,472
Previous Year	£	£	£
RESTRICTED FUNDS:	-	3,260	3,260
UNRESTRICTED FUNDS:	9,062	133,855	142,917
	9,062	137,115	146,177

19 COMPANY STATUS

The charitable company is limited by guarantee and all members have agreed to contribute a sum not exceeding £10 in the event of a winding up.

20 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 GOING CONCERN

The company's main source of income is tuition fees. 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 current funding sources should drop significantly.

22 POST BALANCE SHEET EVENTS

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

23 CONTROLLING PARTIES

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