

Registered Number 06619279

The Richmond EAL Friendship Group Centre

Report and financial statements
for the year ended 30 June 2023

RICHMOND EAL FRIENDSHIP GROUP CENTRE
Report and financial statements for the year ended 30 June 2023

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Company information

Trustees	Ms A Cheung Ms O Gubara Ms A Hangisi Mr K Harding Ms E Jadav Ms Z Ramprakash
Secretary	Ms G Thorpe
Principal office	12 Vivienne Close Cambridge Park East Twickenham Middx. TW1 2JX
Registered office	12 Vivienne Close Cambridge Park East Twickenham Middx. TW1 2JX
Registered number	06619279
Charity number	1133538
Reporting accountant	Lesley Pasricha FCA 23 Front Street Portesham Weymouth Dorset DT3 4ET

RICHMOND EAL FRIENDSHIP GROUP CENTRE

Trustees report for the year ended 30 June 2023

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the company for the year ended 30 June 2023.

THE TRUSTEES

The trustees who served the company during the period were as follows:

Ms A Cheung	
Ms O Gubara	
Ms A Hangisi	
Mr K Harding	
Ms E Jadav	– resigned 10 January 2023
Ms Z Ramprakash	
Mr T Diallo	- appointed 21 November 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

The organisation is a charitable company limited by guarantee, incorporated on 13 June 2008 and registered as a charity on 15 November 2009. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee.

The trustees are familiar with the practical work of the charity and can discuss any aspects of the work with the other members of the charity as and when any problems arise. In making decisions about the way in which Richmond EAL Friendship Group achieves its charitable objectives, the Trustees have regard to the Charity Commission's guidance on public benefit.

The trustees are all acquainted with the aims and methods of the charity and, in addition to the quarterly meetings, are in communication with each other to address all aspects of the work.

Procedures are in place via our nine written policies to protect all trustees, volunteers and learners from possible risks.

RISK MANAGEMENT

A risk register has been developed and is periodically reviewed by the Trustees.

RICHMOND EAL FRIENDSHIP GROUP CENTRE

Trustees report for the year ended 30 June 2023 - continued

OBJECTIVES AND ACTIVITIES

The company's objects and principal activities are to:

- benefit the EAL learners by delivering informal English lessons
- ensure that all learners have access to appropriate service providers

The main objectives and activities for the year 2022/2023 continued to focus upon the recruitment of 'hard to reach' speakers of English as an additional language many of whom have children in Richmond schools.

Activities included:

- free informal English lessons in five EAL Friendship Groups
- partnerships with NHS, HealthWatch Richmond, Richmond Borough Mind, Learn English at Home, Richmond and Hillcroft Adult Community College, Kew Access Scheme, Habitats & Heritage
- art and craft sessions
- provision of free online and in person yoga classes
- an online and in person healthy cooking club
- provision of women-only swimming classes

ACHIEVEMENTS AND PERFORMANCE

A full year of face-to-face classes were undertaken and attracted good attendance. As a result of engaging the services of a part time office manager and coordinator, our office processes have been improved and allowed us, more objectively and measurably, to capture the charity's performance as well as an increase in the awareness of our charity across the borough.

From our data unique learners have increased from 2021/2022 and primarily have come from Hong Kong and Turkey. Our feedback forms provided us with an evaluation of our services and the outcome was generally very positive, especially with respect to feeling less isolated and more self-confident.

As in prior years many of our learners took up volunteering opportunities with our encouragement leading to increased self-confidence. Several learners secured paid employment or pursued accredited courses.

One particular highlight in the year was to secure positive validation from Liz Black, president ALL (Association of Language Learning), who was very complimentary about our delivery model and she recommended that other educational institutions could learn from our approach.

Our volunteers continued to provide 1-1 support to learners in and out of classroom where necessary and also to offer support for the other activities of the charity.

Unfortunately, fundraising targets this year fell short of what was anticipated in order to achieve our 3-year plan and this meant that our future transition is under review.

RICHMOND EAL FRIENDSHIP GROUP CENTRE

Trustees report for the year ended 30 June 2023 - continued

FINANCIAL REVIEW

Whilst 2022/2023 saw a significant increase in income of approx. 32% on 2021/2022, the outturn was a deficit of £1,911. The shortfall against fundraising targets, cost increases in rent and other 3rd party costs plus the investment in a part time office manager and coordinator meant that we were not able to maintain a surplus as in prior years. Despite the financial loss in this year, we did not breach our reserves policy and the reserves stood at £20,207 at the end of this financial year.

Principal Income Sources in 2022/2023

- Richmond Parish Lands Charity
- The Hampton Fund
- The National Lottery

PLANS FOR FUTURE PERIODS

The forthcoming financial year was always expected to be a period of transition as the CEO (founder) was due to step down from June 2024. In addition, like many small charities, the cost-of-living crisis and current economic climate have affected our access to funding. Since the end of the reporting period, we have received less funding than requested from two of our major funders, as a result of which the trustees have had to take proactive steps both to fundraise and to reduce costs. This has involved the trustees in making a greater number of fundraising applications than would have otherwise been the case, but which potentially have the long-term benefit of diversifying our sources of income. Meanwhile, we have streamlined our staffing costs which helps us to ensure the continued sustainability of the charity. In addition, avenues of cooperation and partnership with other charities and organisations within the borough are being considered and progressed. The results of the above activities will be incorporated into a reviewed 3 year strategic plan.

RICHMOND EAL FRIENDSHIP GROUP CENTRE
Trustees report for the year ended 30 June 2023 - continued

TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The trustees, who are also directors 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 Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the profit or loss of the charity for that period. In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and then apply them consistently:
- make judgements and estimates that are reasonable and prudent:
- follow applicable accounting standards, subject to any material departures disclosed and explained in the financial statements.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the disclosure regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

SMALL COMPANY RULES

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Signed on behalf of the Trustees



Ms A Cheung
Chair

RICHMOND EAL FRIENDSHIP GROUP CENTRE
Report of the accountant

Independent examiner's report to the trustees of "RICHMOND EAL FRIENDSHIP GROUP CENTRE"

I report on the financial statements of the company for the year ended 30 June 2023, which are set out on pages 7 to 12.

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 financial statements. The trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

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 financial statements under section 145 of the Act;

to follow the procedures laid down in the Unrestricted directions given by the Charity Commission under section 145(5) (b) of the Act; and

to state whether particular matters have come to my attention.

Basis of independent examiner's report

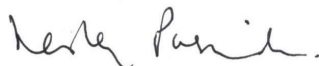
My examination was carried out in accordance with the unrestricted directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements 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 financial statements 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 financial statements 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 financial statements to be reached.



Lesley Pasricha FCA
Chartered Accountant
23 Front Street
Portesham
Weymouth
Dorset
DT3 4ET

10 January 2024

RICHMOND EAL FRIENDSHIP GROUP CENTRE
Statement of financial activities for the year ended 30 June 2023

	2023			2022
	Unrestricted Fund	Restricted Funds	Total Funds	Total Funds
Notes				
	£	£	£	£
INCOMING RESOURCES				
From generated funds:				
Voluntary income:				
Grant from Richmond Parish Lands Charity	36,300	0	36,300	26,000
Grant from Hampton Fund	0	10,000	10,000	7,500
Grant from Active Richmond		3,533	3,533	0
Other Trust	700	0	700	250
Donations and legacies	664	0	664	508
Swimming income	1,502	0	1,502	715
CJRS Payments	0	0	0	2,208
National Lottery Awards	10,000	0	10,000	10,000
Activities for generating funds				
Fundraising	260	0	260	490
	49,426	13,533	62,959	47,671
RESOURCES EXPENDED				
Charitable activities	2 50,999	13,533	64,532	46,386
Governance costs	3 338	0	338	329
	51,337	13,533	64,870	46,715
NET INCOMING RESOURCES	(1,911) =====	0 =====	(1,911) =====	956 =====
FUNDS AT 1 JULY 2022	22,118	0	22,118	21,162
INCOMING RESOURCES FOR THE YEAR	(1,911)	0	(1,911)	956
FUNDS CARRIED FORWARD AT 30 JUNE 2023	20,207 =====	0 =====	20,207 =====	22,118 =====

The notes on pages 9 to 12 form part of these financial statements.

RICHMOND EAL FRIENDSHIP GROUP CENTRE
Balance Sheet as at 30 June 2023

		2023	2022
	Notes	£	£
FIXED ASSETS			
Tangible Fixed Assets	5	-	374
CURRENT ASSETS			
Debtors and prepayments		450	563
Cash at bank and in hand		23,573	28,554
		<u>24,023</u>	<u>29,117</u>
CREDITORS: amounts falling due within one year	6	3,816	7,373
		<u></u>	<u></u>
NET CURRENT ASSETS		20,207	21,744
		<u></u>	<u></u>
TOTAL ASSETS LESS CURRENT LIABILITIES		20,207	22,118
		<u></u>	<u></u>
NET ASSETS		20,207	22,118
		=====	=====
RESERVES			
Unrestricted income fund	8	20,207	22,118
Restricted funds	8	0	0
		<u>20,207</u>	<u>22,118</u>
		=====	=====

The financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006

For the financial year in question, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 and no members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its result for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company

Approved by the board of trustees on 10 January 2023 and signed on its behalf by



Ms A Cheung
Chair

The notes on pages 9 to 12 form part of these financial statements

RICHMOND EAL FRIENDSHIP GROUP CENTRE

Notes to the financial statements for the year ended 30 June 2023

1. Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)- (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

All incoming resources are recognised once the company becomes entitled to the resources, it is certain that the resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability. Investment income is recognised in the financial statements when receivable.

Liabilities

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the company to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure includes any VAT which cannot be fully recovered. Governance costs include the cost of the preparation and examination of the statutory financial statements, the cost of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Restricted funds are donations which the donor has specified are to be solely used for a particular purpose.

Tangible fixed assets

All tangible fixed assets which cost individually more than £1,000 are capitalised and included at cost, including any incidental expenses of acquisition and irrecoverable VAT. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

IT equipment- 33 1/3% on cost

Taxation

The charity is exempt from tax on its charitable activities.

RICHMOND EAL FRIENDSHIP GROUP CENTRE
Notes to the financial statements for the year ended 30 June 2023

2. Charitable activities

	Unrestricted Fund £	2023 Restricted Funds £	Total Funds £	2022 Total Funds £
Tutor Costs	32,573	3,972	36,545	36,090
Swimming costs	0	3,533	3,533	1,164
Admin expenses	12,758	1,382	14,140	1,173
Resources	486	78	564	244
Professional fees	756	0	756	707
Rent	3,291	3,191	6,482	4,544
Insurance	469	0	469	384
Yoga fees	0	1,280	1,280	1,320
Travel expenses	161	95	256	100
Miscellaneous Expenses	34	2	36	0
IT expense	97	0	97	285
Depreciation	374	0	374	375
	<u>50,999</u>	<u>13,533</u>	<u>64,532</u>	<u>46,386</u>
	=====	=====	=====	=====

3. Governance costs

	Unrestricted Fund £	2023 Restricted Fund £	Total Funds £	2022 Total Funds £
Reporting accountant's fee	325	0	325	300
Other costs	13	0	13	29
	<u>338</u>	<u>0</u>	<u>338</u>	<u>329</u>
	=====	=====	=====	=====

4. Staff costs and emoluments

	2023 £	2022 £
Wages and salaries	43,557	30,305
Social security costs	0	0
	<u>43,557</u>	<u>30,305</u>
	=====	=====

The average number of employees during the year was 1.5 (2022: 1). No employee received remuneration of more than £60,000.

RICHMOND EAL FRIENDSHIP GROUP CENTRE
Notes to the financial statements for the year ended 30 June 2023

5. Tangible Fixed Assets

	IT Equipment
Cost	£
At 1 July 2022	1,124
Additions	0
At 30 June 2023	<u>1,124</u> =====
Accumulated Depreciation	
At 1 July 2022	750
Charge for the year	374
At 30 June 2023	<u>1,124</u> =====
NBV at 30 June 2023	Nil =====
NBV at 30 June 2022	375 =====

6. Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade Creditors	1,883	912
Social security and other taxes	0	0
Accrued expenses	1,907	6,361
Deferred income	<u>26</u>	<u>100</u>
	<u>3,816</u> =====	<u>7,373</u> =====

7. Share capital

The company is limited by guarantee and does not have a share capital.

8. Analysis of funds

	Balance 1 July 2022 £	Incoming resources £	Resources expended £	Balance 30 June 2023 £
Unrestricted Fund	22,118	49,426	51,337	20,207
Restricted Fund	0	13,533	13,533	0
	<u>22,118</u> =====	<u>62,959</u> =====	<u>64,870</u> =====	<u>20,207</u> =====

RICHMOND EAL FRIENDSHIP GROUP CENTRE
Notes to the financial statements for the year ended 30 June 2023

9. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
Fixed Assets	0	0	0	374
Current Assets	24,023	0	24,023	29,117
Current Liabilities	(3,816)	0	(3,816)	(7,373)
Net Assets	20,207	0	20,207	22,118
	=====	=====	=====	=====

10. Related party disclosures

There were no related transactions in the year ended 30 June 2023.