

CARA

Promoting Justice, Health, Education & Social Development

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Central Africa's Rights & AIDS (CARA) Society
(A Company Limited by Guarantee)

TRUSTEES' REPORT & ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025

TUESDAY



A04 *AEHJKDQ0* 16/12/2025 #92
COMPANIES HOUSE

Charity Registration No. 1135610

Company Registration No. 06673504 (England and Wales)

Company No. 06673504 - Charity No. 1135610 - HMRC No.: XT12788
OISC No. N200500010 – ICO No.: Z154587X - Debt Counselling Group Licence No. G900014

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CENTRAL AFRICA'S RIGHTS & AIDS (CARA) SOCIETY
(A company limited by Guarantee № 06673504)

TRUSTEES' REPORT & ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

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TRUSTEES' REPORT & ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

REPORT OF THE TRUSTEES

DIRECTORS' REPORT FOR THE YEAR ENDED 31ST MARCH 2025

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 MARCH 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

CARA was founded on July 13th, 2003, as an independent, specialist legal advice organisation, with its office originally based in Stamford Hill before relocating to Hackney Wick and then to Dalston in 2004. It is genuinely independent from its major funders and any other external interests, which enables it to provide services that are wholly in their clients' best interests.

CARA continues to work in the areas of welfare benefits, housing, employment, immigration and education. CARA does not receive any funding and we have had to rely on donations from members of the public.

CARA has had to adapt its services to adjust to a challenging environment for not-for-profit advice providers. Our services concentrate on the provision of specialist advice, casework and litigation services and we employ experienced lawyers, advisers and caseworkers to ensure our clients have access to a full range of legal services, from initial advice through to representation. However, despite a heavy emphasis on specialist legal advice, we have not lost sight of our charitable purpose or our focus on the needs of the local community.

We provide free second-tier advice to other local groups and provide talks and seminars to raise awareness of local services and improve understanding of the issues affecting local residents, workers and students. CARA has witnessed changes to public sector finance and significant welfare reforms. These have had serious adverse effects on our clients and the not-for-profit advice sector, however, despite these challenges we have:

- Assisted and advised over 1023 refugees and asylum seekers in the last year;
- Remain partnered with the Community African Network (CAN) and CASA UK;
- Made representations to over 1,600 clients;
- Secured over £98,000 welfare benefits for clients;
- Assisted over 1030 people in the community by providing them with free food vouchers and goods;
- Over 230 persons were assisted in matters concerning immigration applications, immigration appeals, housing and welfare benefit, ICT, back to work training and Life in Britain Test;
- Welcomed 14 new volunteers to our team;
- Trained our board of trustees to equipped them with good experience;
 - Received generous donations from members of the public;

TRUSTEES' REPORT & ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

Charitable Objectives

AIMS, OBJECTIVES & ACTIVITIES

The charity's principal objective and activity is to provide pro-bono legal advice and assistance to our members and the public in the UK-wide. Our fundamental aims are to provide free legal advice and representation for the people who live or work in the UK and Africa.

This will be achieved by:

- i. the provision of high-quality specialist free legal advice, information, condoms, foods and other charitable services in the areas set out in our governing document;
- ii. encouraging the local members to participate in the governance of CARA;
- iii. improving our members' knowledge of their rights through education and policy work;
- iv. ensuring a strong and sustainable legal services for members of the public;
- v. Where possible bringing test cases that are capable of bringing about widespread changes to the rights of members of the local community and UK-wide;
- vi. Targeting those in need for social welfare law advice with high quality specialist services of CARA's staff and volunteers;

THE PRINCIPAL CHARITABLE ACTIVITIES

The principal charitable activity of CARA is in seeking to meet the above aims and objectives. We deliver our services through our office in London.

Our Charity continues to provide free condoms, sexual health materials, legal advice, assistance and representations to the destitute refugees, asylum seekers and poor people who are resident or working within Greater London with priority given to those who live or work or have a connection with the London Borough of Hackney and the adjoining boroughs as well as the UK-wide.

SUMMARY OF MAIN ACHIEVEMENTS & PERFORMANCE DURING THE YEAR

During the year CARA continued to run its charitable activities successfully. This year our organization assisted over 1023 refugees and asylum seekers. Further, we provided legal advice, assistance and representations to over 1,600 clients during the year. In addition, basic advice was also provided in a number of new areas such as housing disrepair.

We also assisted over 1030 people in the community by providing them with free food vouchers and goods from In Kind Direct, Giving World and other donors. Over 230 persons were assisted in matters concerning immigration applications, immigration appeals, housing and welfare benefit, ICT, back to work training and Life in Britain Test.

We were able to run a number of projects for our local members, including those experiencing debt and other financial difficulties and also those who affected by the cuts to their welfare benefits and those needing assistance with their immigration and employment cases.

Since we have a large number of clients who are both young (under 25s) and older, some of whom are living with HIV and there was an increasing demand for free condoms and sexual health

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materials, CARA distributed more free condoms and sexual health materials during our clients' Drop-in, as well as during our workshops and outreach sessions.

REVIEW OF ACHIEVEMENTS AND PERFORMANCE

CARA continued with its provision of free goods, free foods, free food vouchers, free hygienic equipment, free condoms, free Sexual Health Materials obtained from In-Kind Direct, Giving World and other donors. Further, we have also assisted public members with free representation and legal advice on welfare benefits, employment, housing, immigration, public law, debt, community care, debt and money matters. As a result of the current cost of living crisis, CARA continues to struggle financially to achieve its charitable services, especially for those referred by other local advice agencies due to the lack of funding from local and central governments and other organisations.

FUTURE DEVELOPMENTS

Our financial forecast demonstrates that by maintaining our current levels of funding we would continue to be financially viable and we would maintain the current level of service provision. We are, however, seeking additional funding to:

- * Expand our geographic reach to cater for the closure or reduction of advice and services in and around London at a time of increasing demand for advice;
- * Expand the range of advice and services on offer to our clients given the scarcity of accessible, specialist advice services to help clients with complex needs;
- * Provide us with greater flexibility in developing new services and meeting 'back-office costs';
- * Act as a resource for other not-for-profit organisations and continue to develop the partnerships which are so vital for the continued survival of SMEs providing legal advice to vulnerable clients;
- * Diversify our income streams;
- * Reduce the risks associated with a heavy reliance solely donations from members of the public;
- * Mitigate the effect of any reduction from current levels of donations;
- * Enable us to invest in our people, in our premises and in the technology required to ensure our effectiveness and competitiveness in an increasingly competitive funding environment;
- * Provide us with the resources to enhance our services and adapt to meet the changing needs of our clients;

FINANCIAL REVIEW

Main funding sources were donations from members of the public. This year has continued to be challenging for CARA due to the post COVID-19 pandemic and its aftermath impacting the rising costs of living, including huge rent, debt and council tax arrears.

The Trustees were able to find innovative ways of increasing our charity's human resource capacity through the recruitment of volunteers, including lawyers and other professionals willing to work on a pro bono basis when necessary to continue with the provision of our housing, immigration, employment and debt support.

Although, the existing and new volunteers continue to be an invaluable source to our work to date, our Trustees remain grateful for their support.

TRUSTEES' REPORT & ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

Although CARA's financial position of the charity is still not better than anticipated, we are grateful to our funders, donors and other stakeholders – notably Come Correct (or CCard) scheme, Brook, Community African Network (CAN), Awards for All, Hackney Councils, Hackney PCT, Hackney Business Link, CASA UK, AdviceUK and the IAA for their contributions and invaluable input for CARA's development.

Please note that our charity's total income for the year was down to £97,678 from £108,727 for last year while total expenditure for the year was also down to £89,949 compared to £96,915 for the previous year, which means that CARA had a deficit during the year of £7,729 (2024 - £11,811 surplus). A total of £97,768 unrestricted income was received during the year from donations from the general members of the public. Free reserves (that is, funds which are neither restricted nor designated) decreased from (£17,492) deficit to (£9,763) deficit at 31 MARCH 2025. Apart from the loan, our charity's major source of income received during the year came from online donations from members of the public.

We are in the process of restructuring our services and finances in order to create a more sustainable model.

RESERVES POLICY

It is the Charity's policy to hold free reserves at a level which can cover up to 6 months expenditure on unrestricted funds not including fixed assets to allow for unseen contingencies.

At 31 MARCH 2025 the charitable company held funds of £417.03, which were clearly not sufficient funds to cover approximately 6-month operating expenditure, comprising funds to cover management, administration and support costs in the event of income being restricted or withdrawn for a period of time.

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity does not have adequate resources to continue in operational existence for the foreseeable future. For this reason, CARA shall continue to adopt the going concern basis in preparing the financial statements.

The Trustees have been looking forward to develop a best fundraising strategy that includes applying for additional grant funding to support CARA's operations. For these reasons, the trustees will continue to adopt the going concern basis in preparing the financial statements.

RECRUITMENT AND TRAINING OF TRUSTEES

Our charity is committed to ensuring that its membership reflects the diversity of the population it serves in the area of Hackney and the UK-wide. To achieve this, we undertake annual skills audits of Trustees to ensure that we maintain a balance of developmental, financial, legal and management skills across the Board of Trustees to enable it to discharge its duties.

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COMPANY AND CHARITY STATUS

The Company was incorporated on 14th August 2008 under the Companies Act 1985 as a private company limited by guarantee - registered at Companies House under the number 6673504. The restrictions imposed on the Charity are set out in the Company's Memorandum of Association. CARA is also registered as a Charity under the Charity number 1135610. In addition, The Guidance for companies and charities during the pandemic – Update March (COVID-19) applies for accounts ending 31st March 2025.

STRUCTURE, GOVERNANCE AND MANAGEMENT

As a registered charity and a company limited by guarantee, CARA is governed by a Memorandum and Articles of Association and it is controlled by a voluntary Board of Trustees which has corporate and legal responsibility for all activities and functions of the organisation. The Trustees discharge their functions through the following mechanisms: board meetings, which take place on a bi-monthly basis, agreeing annual/revised budget, carrying annual staff and trustee review, and holding AGM annually.

Appointment of Trustees is by election by the members. The Trustees have an overall responsibility of ensuring that the charity has an appropriate system of controls, financial and otherwise. The system of internal controls is designed to provide reasonable but not absolute assurance against material misstatement or loss.

They include:

- A strategic plan and an annual budget approved by the Trustees;
- Regular consideration by the Trustees of financial information, variance from budgets and non-financial performance indicators;
- Delegation of authority and segregation of duties;
- Identification and management of risks;

RISK MANAGEMENT

The Trustees continue to appraise the management risk facing the organisation. This involves identifying the types of risk the charity faces, prioritising them in terms of potential impact and likelihood of occurrence, and identifying ways of mitigating the risks. As part of this process, the Trustees have reviewed the adequacy of our charity's current internal controls.

The Trustees are pleased to report that our charity's internal financial controls, in particular, conform to guidelines issued by the Charities Commission. In light of the COVID-19 Pandemic, CARA's emergency business response was activated which mitigated for associated risks and amend accordingly the previous reporting periods which fell in the early stage of the pandemic. It is to be noted that the trickling effects of the pandemic has led to the cost-of-living crisis which is impacting our service users until nowadays. However, CARA's resilience continues to be responsive and strong to ensure our charity's resilience and sustainability.

TRUSTEES' REPORT & ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and the 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 company and of the surplus or deficit of the company 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business. The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities;

So far as each of the members of the Trustees are aware at the time the report is approved:

- there is no relevant audit information of which the company's auditors are unaware, and;
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information;

OUR VOLUNTEERS

CARA provides volunteering opportunities to local people as well as students from ethnic minorities who are pursuing legal, nursing, social work and other careers. Our volunteers assisted with our on-going activities. Our charity, however, continues to wish and to thank all our volunteers for their loyal support and contribution.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO INDEPENDENT EXAMINER

Auditor

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The auditor is deemed to have been re-appointed in accordance with section 487 of the Companies Act 2006.

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Small company provisions

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

INDEPENDENT EXAMINERS

A resolution to re-appoint Global Services Ltd as the company's Independent Examiner has been put forward to the forthcoming Annual General Meeting.

The directors have prepared this report in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006.

The trustees' annual report was approved on 30th October 2025 and signed on behalf of the board of trustees by:



Mr Jean-Louis NGAMUNA-TAMPA, BSc (Hons) - Chair

Dated: 30th October 2025

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2025

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Secretaries and Administrators.

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 Charities Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

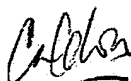
Basis of Independent Examiner's report

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 qualified statement

In connection with my examination, no matters have 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 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 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 for the year ended 31 March 2025.



C. Ngoro, FCCA, ACIS, MBL (unisa)
Globalco Services Limited
124 City Road
London
EC1V 2NX

Date: 30th day of October 2025

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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted Funds £	Restricted Funds £	2025 Total Funds £	2024 Total Funds £
<u>Incoming Resources</u>					
<u>From Generated Funds</u>	2				
Voluntary Income		97,678	-	97,678	108,727
Other income		-	-	-	-
Total Incoming Resources		<u>97,678</u>	<u>-</u>	<u>97,678</u>	<u>108,727</u>
<u>Resources Expended</u>	3				
Cost of Generating Funds					
Cost of generating voluntary income		1,485	-	1,485	2,153
Charitable Activities		<u>84,186</u>	<u>-</u>	<u>84,186</u>	<u>91,271</u>
Governance Costs		<u>4,278</u>	<u>-</u>	<u>4,278</u>	<u>3,491</u>
Total resources expended		<u>89,949</u>	<u>-</u>	<u>89,949</u>	<u>96,915</u>
Net Income (Loss) for the year					
Net movement in funds		7,729	-	7,729	11,811
Fund balances brought forward		(17,492)	-	(17,492)	(29,303)
Balances carried forward	5	<u>(9,763)</u>	<u>-</u>	<u>(9,763)</u>	<u>(17,492)</u>

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BALANCE SHEET FOR THE YEAR ENDED 31 MARCH 2025

	Notes	2025 £	2024 £
Fixed assets			
Tangible fixed assets	9	638	1,233
Current assets			
Cash at bank and in hand		417	595
Creditors:			
Amounts falling due within one year	7	<u>(5,400)</u>	<u>(5,400)</u>
Net current assets		(4,983)	(4,805)
Creditors:			
Amounts falling due after one year	8	<u>(5,418)</u>	<u>(13,920)</u>
Net assets/(liabilities)		(9,763)	(17,492)
Funds			
Unrestricted Funds	6	<u>(9,763)</u>	<u>(17,492)</u>

The company is entitled to exemption from audit under section 477 (2) of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for:

- Ensuring that the company keeps accounting records which comply with Section 386 of the Companies Act 2006 and
- Preparing financial statements which give a true and fair view of the state of affairs of the company at the end of each financial year and its profit and loss account for the financial year in accordance with the requirements of Section 393 and which otherwise comply with the requirements of the Companies Act 2006 relating to company accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to Companies subject to the Small Companies' regime.

The financial statements were approved by the board of directors on 30th October 2025 and were signed on their behalf by

Luis

.....
Mr Jean-Luis NGAMUNA-TAMPA – Director

1. Accounting Policies

1.1 Basis of preparation

The accounts have been prepared under the historic cost convention.

The charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cash flow statement on the grounds that it is a small charity.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

1.2 Incoming resources

All incoming resources are reflected in the accounts when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

1.3 Resources expended

All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent to the use of the resource.

1.4 Fixed assets and depreciation

Fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost over the useful life of the assets as follows:

Computer equipment – over two years.

1.5 Fund accounting

Unrestricted funds are expendable at the discretion of the directors in furtherance of the objects of the organisation. The fund comprises the accumulated surpluses and deficits of unrestricted income and expenditure.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025 (continued)

2. Incoming Resources

	Restricted	Unrestricted	Total 2025	Total 2024
	£	£	£	£
Voluntary income	-	97,678	97,678	108,727
Other income	-	-	-	-
	<u>-</u>	<u>97,678</u>	<u>97,678</u>	<u>108,727</u>

3. Resources expended

	Fundraising	Education	HIV/AIDS Awareness	Advice & Advocacy	Disability Awareness	Governance	Total 2025	Total 2024
	£	£	£	£	£	£	£	£
Printing	-	19	28	66	77	-	190	498
Publishing & distribution	-	-	-	-	-	-	-	-
Publicity	133	245	301	858	914	-	2,451	1,254
Telephone	41	82	82	286	286	41	818	898
Rent & Rates	344	689	689	2,411	2,411	344	6,885	6,840
Accountancy	-	-	-	-	-	381	381	390
Stationary & Postage	17	35	35	122	122	17	348	249
Travel & subsistence	490	283	4,372	3,147	2,122	-	10,414	18,726
Medical fees	-	-	-	903	-	-	903	622
Loan interest	-	-	-	-	-	382	382	649
Volunteer training & welfare	-	-	19,420	12,946	-	-	32,366	28,999
Subscriptions	-	-	-	-	-	110	110	527
International projects, education, fees	-	12,057	-	-	-	-	12,057	9,881
Bank charges	-	-	-	-	-	68	68	119
Advocacy, Advice counselling	-	-	-	-	-	-	-	-
Other administration costs	365	710	710	6,608	2,486	380	11,259	20,722
Insurance	-	-	-	-	-	2,464	2,464	721
Depreciation	95	187	187	655	654	94	1,872	1,232
Hardship alleviation	-	-	6,204	-	-	-	6,204	4,208
Foreign	-	-	-	-	-	-	-	-
Commonwealth Office	-	-	-	777	-	-	777	380
Food distribution	-	-	-	-	-	-	-	-
Total resources expended	1,485	14,307	32,028	28,778	9,072	4,278	89,949	96,915

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025 (continued)

4. Staff costs

The company had no paid staff during the year. The average number of volunteers during the year was 30.

5. Analysis of assets between funds

	Restricted	Unrestricted	Total Funds 2025	Total Funds 2024
	£	£	£	£
Cash	-	638	638	595
Fixed assets	-	417	417	1,233
Current liabilities	-	(5,400)	(5,400)	(5,400)
Long term liabilities	-	(5,418)	(5,418)	(13,920)
	<u>-</u>	<u>(9,763)</u>	<u>(9,763)</u>	<u>(17,492)</u>

6. Funds

	At 31 March 2024	Incoming Resource	Outgoing Resources	Transfers	At 31 March 2025
	£	£	£	£	£
Restricted funds	-	-	-	-	-
Unrestricted funds	(17,492)	97,678	(89,949)	-	(9,763)
	<u>(17,492)</u>	<u>97,678</u>	<u>(89,949)</u>	<u>-</u>	<u>(9,763)</u>

7. Creditors falling due within one year

	At 31 March 2025	At 31 March 2024
Bounce Back Loan	5,000	5,000
Accruals and other	400	400
	<u>5,400</u>	<u>5,400</u>

8. Creditors falling due after more than one year

	At 31 March 2025	At 31 March 2024
Bounce Back Loan	<u>5,418</u>	<u>13,920</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025 (continued)

9. Fixed assets

Office Equipment

	2025	2024
	£	£
Cost		
At the start of the year	20,561	20,063
Additions during the year	1,275	498
Disposal in the year	-	-
	<u>21,836</u>	<u>20,561</u>
 Depreciation		
At the start of the year	(19,329)	(18,096)
Charge for the year	(1,869)	(1,233)
Disposal in the year	-	-
	<u>(21,198)</u>	<u>(19,329)</u>
 Net book value 31 March 2025	<u>638</u>	<u>1,232</u>
 Net book value 31 March 2024	<u>1,232</u>	<u>1,967</u>