

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK

FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2021

Charity Number:	1153669
Business Address:	40 Northwood Road Thornton Heath Croydon CR7 8HQ
Management Committee Officers:	C Young OBE - Chair W . Bernard - Treasurer A Dennis -Secretary (Hon Alderman & Freeman)
Bankers:	Barclays Bank PLC Brigstock Road Branch Thornton Heath
Independent Examiners:	Leroy Reid & Co. Chartered Certified Accountants and Registered Auditors 299 Northborough Road Norbury London SW16 4TR

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK

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YEAR ENDED 31ST MARCH 2021

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**REPORT OF THE MANAGEMENT COMMITTEE
TO THE MEMBERS OF
CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK**

CACFO UK has pleasure in presenting our report and the examined financial statement for the year ended 31 March 2021.

Status

CACFO UK turned 28 years old in 2021 if counting starts from its inception in 1993. It became an unincorporated charity governed by a constitution adopted on 4 October 1994 (amended 20 June 1995). On 30 May 2014, it became a Charitable Incorporated Organisation governed by a constitution with voting members other than its charity trustees to limit its liabilities. At the same time, it was rebadged as CACFO UK.

Objective and principal activities of the charity

The objects of CACFO UK are 'to promote the benefit of, but not exclusively, African and African Caribbean descendants in the borough of Croydon without distinction of age, sex, race, political or religious or other opinions, by associating the local authorities, voluntary organisations and inhabitants in a common effort to provide facilities in the interests of social welfare, education or recreation and leisure time occupation for the benefits of the residents of Croydon'.

Our three-pronged mission is to '*Care for our Youth, Care for our Elders, Care for our Community*'.

Development, activities and achievements for the year

The Management Committee continued to pursue CACFO UK's mission statement primarily through the successful running of an Adult Day Centre, a community centre and an Alternative Education Provision (independent day school) for children excluded or about to be at risk of exclusion from mainstream education.

Our Adult Day Centre is normally open 9 to 5, five days a week, 52 weeks of the year bar Christmas and Bank Holidays. Our elders desire independence, dignity and self-respect. Our five-fold programme is designed to help them improve their physical and mental wellbeing through:

- (i). group exercises to stimulate the mind, e.g. arts & craft classes, regular quiz, reminiscing and memory game sessions
- (ii). group exercises to help physical fitness and promote healthy lifestyles, e.g. seated exercise classes and Yoga sessions - plus talks by the Alzheimer's Society and British Heart Foundation, etc
- (iii). group recreational activities, e.g. bingo, day trips to the seaside, cinema, etc
- (iv). nutritious meals: about 5,000 culturally and dietary sensitive lunches were prepared on-site and served by our chef
- (v). advice and signposting to services, e.g. to Advisory Services Croydon

**REPORT OF THE MANAGEMENT COMMITTEE
TO THE MEMBERS OF
CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK**

Development, activities and achievements for the year (Continued)

Through this programme we are highly successful at reducing the feeling of isolation and loneliness among members. We are also successful in helping elders to maximise their independence and wellbeing, to live in their own homes for longer and, in many cases, we provided their only hot meal of the day.

There are usually about 10,000 visits to the centre throughout the year. However, 2020/21 was anything but usual. The COVID-19 Pandemic raced around the world resulting in lockdown of most social and economic activity. The average age of CACFO UK's Adult Day Centre was 85 years old. When the UK Government announced its lockdown rules in March 2020, all of our elders fell in the category of vulnerable and required to stay at home. The Day Centre therefore closed on 20 March 2020 and remained so throughout the 2020/21 financial year informed by continuous review and adherence to Government COVID-19 guidelines. However, demand from elders remained undiminished, in terms of need for hot meals, exercise and social interaction.

Accordingly, we developed a package of measures that could be delivered using technology, e.g. Group chats so elders remain in contact with each other where possible, daily calls from CACFO volunteers to do readings over the phone, reminiscing, etc and even to encourage seated exercises at home through the use of non-intrusive technology, so members did not forget their routines. The exercise classes proved particularly popular, with elders quickly getting to grips with Zoom and the online routines. Equally popular were a special series of interactive Windrush reminiscing sessions run in partnership with a professional artist, aided by props and special guests. We also provided a Covid secure weekly meal delivery service, offering one hot meal and a bag of groceries for five days, to elders each Thursday in response to need. This service was delivered to the door throughout the year. Christmas dinner was provided too.

diverse place that allows young people to overcome challenges, fears and lack of confidence and to regain self-belief that they can excel in academic learning and personal development. As in previous years, many pupils arrived via the local authority but increasingly from local schools under our respite offer. Like the Adult Day Centre, the school also faced challenges staying open due to COVID. In discussion with the Local Council, a decision was made to close the school on 25 March until after the Easter break. It resumed on 20 April but providing a reduced curriculum via a virtual platform (Doodle). Excluding short periods in between, it only fully reopened at the school site, and with a full curriculum, on 8 March 2021.

Our social club remained closed throughout the period.

The Management Committee is grateful to our team of volunteers who - so ably - help and support our small team of paid staff. Last, but not least, we extend our thanks to our elderly members and their carers for their continued support and donations to a good cause and, of course, to our partners.

**REPORT OF THE MANAGEMENT COMMITTEE
TO THE MEMBERS OF
CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK**

Financial Position

Details of the charity's financial affairs for the year under review are shown on pages 6-12 of the financial statement.

Reserves

It is the policy of the charity to maintain unrestricted funds at a level which equate to 12 months unrestricted expenditure. This provides sufficient funds to cover management, administration and support cost. Currently most reserves have been earmarked for specific projects.

Risk Management

The trustees actively review the major risk which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

Management Committee

The members of the management committee as at the end of the year were:

Mr Callton Young	Chair
Mr Adrian Dennis	Secretary
Mr Winston Bernard	Treasurer
Mr Ian Griffith	Member
Mr Zedford James	Member
Mrs Hazel Davis	Member

Recruitment and appointment of Management Committee

Under the requirements of the constitution the members of the Management Committee are elected to serve for a period of one year after which they must be re-elected at the next Annual General Meeting.

**REPORT OF THE MANAGEMENT COMMITTEE
TO THE MEMBERS OF
CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK**

Management Committee Responsibilities For The Financial Statements

The law requires us the management committee to prepare the financial statements for each year which give a true and fair view of the state of affairs of the organisation and of its surplus and deficit for that period. In preparing the financial statements we are required to:

- (a) select suitable accounting policies and apply them consistently through the years
- (b) make judgements and estimates that are reasonable and prudent
- (c) state whether applicable accounting standards have been followed, subject to any material departures that should be disclosed and explained in the financial statements.
- (d) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the organisation will continue in business.

We are responsible for keeping 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 Charities Act 2011.

We are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities should they exist.

Examiner

Messrs Leroy Reid & Co. have indicated their willingness to serve as the independent examiners and a resolution re-appointing them will be proposed at the annual general meeting.

By Order Of The Management Committee



Chairperson

**REPORT OF THE EXAMINERS TO THE MEMBERS
OF
CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK**

We report on the financial statements of the charity for the year ended 31st March 2021, which are set out on pages 6 to 12.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102.

Respective Responsibilities of Trustees and Examiners

As the charity's trustees, you are responsible for the preparation of the accounts. You also consider that the audit requirement of Section 144(2) of the Charities Act 2011 (the 2011 Act) does not apply and that an independent examination is needed.

Having satisfied ourselves that the charity is not subject to an audit and is eligible for independent examination, it is our responsibility to:

- (i). examine the accounts under section 145 of the 2011 Act
- (ii). to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii). to state whether particular matters have come to our attention.

Basis of Independent Examiner's Report

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 our examination, no matter has come to our attention:

- (1) which give us reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding to be reached.

Le Roy Reid & Co

LEROY REID & CO
CHARTERED CERTIFIED ACCOUNTANTS AND REGISTERED AUDITORS
299 Northborough Road
Norbury
London SW16 4TR

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31ST MARCH 2021

INCOMING RESOURCES	<u>NOTES</u>	<u>Restricted</u>	<u>Unrestricted</u>	<u>2021</u>	<u>2020</u>
Charitable activities	1(b) & 2				
Grants		-	44,032	44,032	46,913
Generated funds	1(b) & 3				
Activities and Donations	1(b)	-	85,075	85,075	249,124
Bank Interest		-	<u>19</u>	<u>19</u>	<u>69</u>
Total incoming resources		<u>0</u>	<u>129,126</u>	<u>129,126</u>	<u>296,106</u>
RESOURCES EXPENDED					
Charitable activities	1(g) & 4	-	<u>170,870</u>	<u>170,870</u>	<u>302,895</u>
Total resources expended		<u>0</u>	<u>170,870</u>	<u>170,870</u>	<u>302,895</u>
Net Incoming resources		0	(41,744)	(41,744)	(6,789)
Funds brought forward		<u>0</u>	<u>76,416</u>	<u>76,416</u>	<u>83,205</u>
Funds carried forward		<u>£0</u>	<u>£34,672</u>	<u>£34,672</u>	<u>£76,416</u>

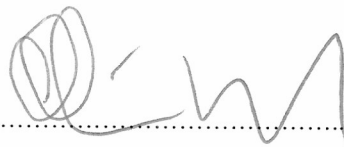
There were no recognised gains and losses other than those passing through the Income and Expenditure

The accompanying notes form an integral part of the accounts


CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK
BALANCE SHEET AS AT 31ST MARCH 2021

	<u>NOTES</u>	<u>2021</u>	<u>2020</u>
FIXED ASSETS	5	<u>22,416</u>	<u>26,898</u>
CURRENT ASSETS			
Cash and bank balances	6	<u>20,873</u>	<u>61,080</u>
		<u>20,873</u>	<u>61,080</u>
CREDITORS: Amounts falling due within one year	7	<u>(8,617)</u>	<u>(11,562)</u>
NET CURRENT (LIABILITIES) ASSETS		<u>12,256</u>	<u>49,518</u>
NET ASSETS		<u>£34,672</u>	<u>£76,416</u>
FINANCED BY:			
UNRESTRICTED FUNDS			
General fund	8	14,672	56,416
Designated fund	8	20,000	20,000
		<u>£34,672</u>	<u>£76,416</u>

Approved by the Management Committee and signed on its behalf:

Chairperson.....

Date.....28/1/22.....

Treasurer.....

Date.....28/1/2022.....

The accompanying notes form an integral part of the accounts

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31ST MARCH 2021

1. ACCOUNTING POLICIES

(a) Accounting Convention

The accounts are prepared under the historical cost convention.

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 (Charities SORP FRS 102 and the Charities Act 2011).

CACFO UK constitutes a public benefit entity as defined by FRS 102

(b) Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gift and is not conditional on the delivery of a specific performance by the company, and is recognised when the charity becomes unconditionally entitled to the grant.

Investment income is included when receivable.

Incoming resources from charitable trading activity are accounted for when earned. Incoming resources from grants, where related to performance and deliverables, are accounted for as the charity earns the right to the consideration by its performance.

(c) Depreciation

Depreciation is provided at rates which are intended to write off the cost of the assets over their estimated useful lives as follows:

Motor Vehicles	10%
Equipment and Furniture	25%

(d) Fund Accounting

Grants and similar income which are subjected to restrictions by the donors are shown as restricted funds and any expenditure incurred will be set off against the fund. All other income and expenditure are shown as unrestricted.

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31ST MARCH 2021

(e) **Resources Expended**

Resources expended are included in the Statement of Financial Activities on an accrual basis, inclusive of any VAT, which cannot be recovered. Expenditure which is directly attributable to specific activities has been included in these cost categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a consistent basis with the use of these resources.

(f) **Value added tax**

Value added tax is not recoverable by the charity and as such is included in the relevant costs in the Statement of Financial Activities.

(g) **Charitable activities**

Cost of activities represents those costs incurred by the charity in the delivery of its activities and services for the beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
YEAR ENDED 31ST MARCH 2021

2 GRANTS	<u>Restricted</u>	<u>Unrestricted</u>	<u>2021</u>	<u>2020</u>
Croydon Council-Voluntary Sector	-	44,032	44,032	46,913
	<u>£0</u>	<u>£44,032</u>	<u>£44,032</u>	<u>£46,913</u>
3 ACTIVITIES AND DONATIONS	<u>Restricted</u>	<u>Unrestricted</u>	<u>2021</u>	<u>2020</u>
School Fees	-	77,083	77,083	168,115
Luncheon club	-	4,381	4,381	71,707
Hall hire	-	420	420	4,575
Fundraising and others	-	3,191	3,191	4,727
	<u>£0</u>	<u>£85,075</u>	<u>£85,075</u>	<u>£249,124</u>
4 CHARITABLE ACTIVITIES	<u>Restricted</u>	<u>Unrestricted</u>	<u>2021</u>	<u>2020</u>
Salaries and wages	-	45,961	45,961	114,880
Pension costs	-	945	945	2,188
Rent and rates	-	8,800	8,800	8,672
Special events and conferences	-	2,505	2,505	10,060
Travel and subsistence	-	-	-	246
Volunteer cost and expenses	-	3,299	3,299	2,811
Agency fees	-	-	-	6,546
Catering , food and provision	-	1,042	1,042	9,427
Training and development	-	802	802	7,711
Teaching and support services	-	74,603	74,603	89,923
Coach and motor running cost	-	3,401	3,401	7,969
General expenses	-	480	480	572
Light and heat	-	3,193	3,193	3,991
Repairs, maintenance and cleaning	-	2,610	2,610	12,023
Computer consumables	-	2,049	2,049	2,961
Postage, stationery, printing & telephone	-	2,769	2,769	3,382
Interest and bank charges	-	314	314	572
Depreciation	-	4,482	4,482	4,482
Accountancy and examination	-	2,675	2,675	3,271
Insurance and licences	-	10,940	10,940	11,208
	<u>£0</u>	<u>£170,870</u>	<u>£170,870</u>	<u>£302,895</u>

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
YEAR ENDED 31ST MARCH 2021

5	FIXED ASSETS	Motor Vehicle	Furniture & Equipment	Total
	COST OR VALUATION			
	Opening balance	44,826	22,864	67,690
	Additions for the year	-	-	-
	Disposal	-	-	-
	Closing balance	<u>44,826</u>	<u>22,864</u>	<u>67,690</u>
	ACCUMULATED DEPRECIATION			
	Opening balance	17,928	22,864	40,792
	Charge for the year	4,482	-	4,482
	Disposal	-	-	-
	Closing balance	<u>22,410</u>	<u>22,864</u>	<u>45,274</u>
	NET BOOK VALUE			
	as at 31st March 2021	<u>£22,416</u>	<u>£0</u>	<u>£22,416</u>
	as at 31st March 2020	<u>£26,898</u>	<u>£0</u>	<u>£26,898</u>
6	CASH AND BANK BALANCES	<u>2021</u>	<u>2020</u>	
	Cash in hand	49	49	
	Barclays Bank (community account)	3,975	1,640	
	Barclays Bank (Education)	673	30,543	
	Barclays Bank (Fundraising account)	77	848	
	Barclays Bank (Windrush Day)	80	-	
	Barclays Bank (Treasury account)	<u>16,019</u>	<u>28,000</u>	
		<u>£20,873</u>	<u>£61,080</u>	

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
YEAR ENDED 31ST MARCH 2021

7 CREDITORS: Amounts falling due within one year	<u>2021</u>	<u>2020</u>
Other taxation and social security	4,448	8,930
Other creditors and accruals	<u>4,169</u>	<u>2,632</u>
	<u>£8,617</u>	<u>£11,562</u>
 8 UNRESTRICTED FUND	 <u>2021</u>	 <u>2020</u>
GENERAL FUND		
Opening balance	56,416	63,205
Surplus (deficit) for the year	(41,744)	(6,789)
Transfer from Restricted Fund	-	-
Transfer to/from Designated Fund	-	-
Closing balance	<u>£14,672</u>	<u>£56,416</u>
 DESIGNATED FUND	 <u>2021</u>	 <u>2020</u>
Opening balance	20,000	20,000
Transfer to/from General Fund	-	-
Closing balance	<u>£20,000</u>	<u>£20,000</u>

An amount of £20,000 has been set aside into a designated fund towards the main charity's strategic development, consultancy work, emergency vehicle hire, cover emergency staff costs and redundancy payments.

9 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>
Tangible Fixed Assets	-	22,416	22,416
Net current assets	<u>0</u>	<u>12,256</u>	12,256
	<u>£0</u>	<u>£34,672</u>	<u>£34,672</u>

10 TRUSTEES REMUNERATION AND EXPENSES

No remuneration was paid to trustees in the year, nor were any expenses reimbursed to them.

11 GOING CONCERN - COVID 19

The management committee have taken initial steps to consider the impact that the COVID 19 situation may have on the charity and consider that CACFO UK has adequate and sufficient sources of funds available for the foreseeable future. Therefore the management committee believe that it is appropriate for this reason to continue to adopt the going concern basis in preparing the financial statements for the year ended 31st March 2020.

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK
INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31ST MARCH 2021

INCOMING RESOURCES	<u>Restricted</u>	<u>Unrestricted</u>	<u>2021</u>	<u>2020</u>
Grant	-	44,032	44,032	46,913
Activities and donation	-	85,075	85,075	249,124
Bank Interest	-	19	19	69
	<u>0</u>	<u>129,126</u>	<u>129,126</u>	<u>296,106</u>
COST OF CHARITABLE ACTIVITIES				
Salaries and wages	-	45,961	45,961	114,880
Pension costs	-	945	945	2,188
Rent and rates	-	8,800	8,800	8,672
Special events and conferences	-	2,505	2,505	10,060
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Agency fees	-	-	-	6,546
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Training and development	-	802	802	7,711
Teaching and support services	-	74,603	74,603	89,923
Coach and motor running cost	-	3,401	3,401	7,969
General expenses	-	480	480	572
Light and heat	-	3,193	3,193	3,991
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Interest and bank charges	-	314	314	572
Depreciation	-	4,482	4,482	4,482
Accountancy and examination	-	2,675	2,675	3,271
Insurance and licences	-	10,940	10,940	11,208
Total resources expended	<u>£0</u>	<u>£170,870</u>	<u>£170,870</u>	<u>£302,895</u>
Net incoming resources	<u>£0</u>	<u>£(41,744)</u>	<u>£(41,744)</u>	<u>£(6,789)</u>