

Registered charity number : 1157149

**THE CONGOLESE ASSOCIATION OF MERSEYSIDE**  
**Trustees' Report and Financial Statements**  
**for the year ended 31 March 2022**

Registered charity number : 1157149

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**for the year ended 31 March 2022**

**Contents**

	<b>Page</b>
Legal and administrative information	<b>1</b>
Trustees' report	<b>2-5</b>
Independent auditor's report	<b>3</b>
Statement of financial activities	<b>4</b>
Statement of Trustees' Responsibilities	<b>5</b>
Balance sheet	<b>6</b>
Notes to the financial statements	<b>7</b>

## THE CONGOLESE ASSOCIATION OF MERSEYSIDE

### Report of the Trustees for the year ended 31 March 2022

The Trustees present their report and the financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

The Trustees who served during the year and up to the date of this report are listed below.

#### Legal and administrative information

<b>Charity Name</b>	<b>THE CONGOLESE ASSOCIATION OF MERSEYSIDE</b>
<b>Charity number</b>	1157149
<b>Office Address</b>	Suite 4 - Kingspark Business Centre 97 Stanley Road Bootle <b>LIVERPOOL</b> L20 7DA
<b>Registered Office</b>	Suite 4 - Kingspark Business Centre 97 Stanley Road Bootle <b>LIVERPOOL</b> L20 7DA
<b>Secretary &amp; Operation Manager</b>	Petronelle K Moanda
<b>Management Committee</b>	Lesley Ann Armstrong Charles Lemba Matondo Moacir Paulino Medeiros Michel Makunsa Ndofunsu
<b>Accountants and Independent Examiner</b>	Whitfield Accounting & Integrated Services Ltd Wavertree Business Village 11 Tapton Way Wavertree Liverpool L13 1DA
<b>Bankers</b>	Barclays Bank plc Great Crosby Branch 18-22 Liverpool Road <b>LIVERPOOL</b> L23 5SF

**THE CONGOLESE ASSOCIATION OF MERSEYSIDE**  
**Trustees' report and financial statements**

**for the year ended 31 March 2022**

**Structure, governance and management**

**Governing Document**

The Congolese Association of Merseyside is a Community hub of ions shaping ions. It was set up in 2004 by 6 members of the localIncommunity (founders) out of the hardship and stress caused by addressing integration issues alone when they first arrived in the UK. It was first registered as a company limited by guarantee No. 5801288 on 29 April 2006, then later registered as a Charity on 21 May 2014 Number 1157149.

CAM is owned and run by local residents to address the social dilemma of our marginalised community (African French and Luzophone speakers Refugees, Asylum seekers and other migrants) facing social exclusion due to language and cultural barriers.

**Organisational Structure**

The organisation has continued to benefit from 5 committee members with complementary skills, and is staffed by 8 multilingual volunteers. The committee diligently and generously engaged with the project while drawing on their personal refugee and life experiences.

Our day-to day activities are run entirely by trained volunteers and the community champions, which creates a far more responsive and informed provision because it is led by people who have had "lived" experiences of these issues and know how to help resolve them at the earliest possible stages.

The organisation's activities were and are still entirely run by volunteers. Our management structure remained unchanged. However, we lost 2 volunteers during the crisis, and we have benefitted from 4 new recruits. We are passionate about further enhancing the excellent service our teams provide by enhancing their capacity and capability, to continue to run existing services, and to refresh our talent pool to ensure we remain viable and able to deliver our intended core activities.

**Recruitment and appointment of trustees**

The existing trustees were initially selected by the community in their Annual General Meeting on 28 May 2021. The views and recommendations of elders and community leaders were obtained before the names of the proposed trustees were put forward to the members attending the AGM, for confirmation.

In selecting the trustees, individuals who regularly attended events, activities, meetings and functions organised by the charity were identified. The process of selection involved consideration of the person's eligibility and competence, specialist knowledge and skill and attitude.

**Induction and Training of Trustees**

Following appointment, the trustees were given details of their role and were also provided with the policies and procedures adopted by our charity. Details of the charity commission were provided to the trustees and they were advised to go through the various publications of the charity commission including guidance on charities and public benefit. The trustees are aware of their responsibilities under the Charities Act.

**Risk Management**

The trustees regularly review the risks faced by the charity and the measures taken to manage these risks and reduce their occurrence. The trustees are satisfied that systems are in place to manage the risks that have been identified. Policies for Health and Safety, Safeguarding and Equality and diversity are present.

Criminal Records Bureau (CRB) now DBS checks are carried out for all individuals working with the children and vulnerable adults.

Frontline workers were provided with the necessary tools to ensure we follow strictly all required policies and procedures in relation to COVID-19 prevention precautions, which include social distancing measures, heightened sanitization, reduced physical interactions and use of PPE.

Registered charity number : 1157149  
**THE CONGOLESE ASSOCIATION OF MERSEYSIDE**  
Trustees' Report and Financial Statements  
for the year ended 31 March 2022

**Aims & Objectives**

**1. Aims:**

Our vision is to provide a welcoming hub for displaced people (asylum seekers, refugees and vulnerable migrants), who are rebuilding their lives because of homelessness or forced migration and support those needing help to settle, access and participate in their new community, fulfil their potential and thrive, both individually and collectively.

Our key aim is to deliver services and activities that tackle social problems around the integration and social cohesion of non-English speaker migrants who struggle to navigate the mainstream systems due to language limitations which often leads to long-term issues with accessing employment and maintaining health and wellbeing, leading to high levels of poverty and social disadvantage. We work to help individuals and the community become better connected, economically secure, healthier, stronger and more resilient. We strive to:

- create a cohesive community;
- make a lasting difference to beneficiaries' lives rather than simply alleviating the symptoms or current problems;
- reduce isolation, stigma and discrimination;
- encourage or enable them to share in the life of the whole community

we want to see a growing sense of humanity, within our community where people of any background can live at peace and respect for each other and make our community a better place to live and work in harmony.

**Objectives:**

"Our goal" is to help more members of the community to thrive and live more fulfilled life. During this financial year, we hoped to engage with 400 individuals (250 asylum seekers, refugees and vulnerable migrants directly and 150 secondary beneficiaries), to give as many people as possible access support services, to help alleviate suffering and their hardship and develop their resilience. Because we believe that it is our social responsibility, our common endeavour to do what we can to help the community around us, during difficult times.

However, due to the outbreak of the COVID-19 pandemic, with the continuous restrictions which have shocked and galvanized the community, so our service user's poverty increased, jobs and income decreased.

Individual people who have used our services are : 508.

Asylum seekers	107	21%
Settled status	188	37%
Pre-settled	137	27%
Naturalised	76	15%
Females	295	58%
Males	187	37%
Young people	27	5%

Most of our beneficiaries worked in hospitality industry. Due to the lockdowns and restrictions, they lost jobs, shielding, or they have parental responsibility. They could not report change of circumstance/or claim appropriate benefits due to language limitation, which has led them to severe loss of income, financial struggle and poverty.

**3. Core Services**

During 16 years, we have run programmes aimed to initially help, but not exclusively non-English speaker migrants to settle, gain the skills, knowledge and confidence to become empowered.

We developed a portfolio of innovative services that exploits the range of skills, quality and internal resources available to encourage, empower and enable refugees, asylum seekers and migrants to build new lives and other residents who face life challenges to overcome them.

We therefore delivered holistic services and activities including:

- Advice, Guidance & Support (Interpretation/Translation)
- Education & Training – Workshops
- Advocacy and Professional Services
- Community Cohesion events that promote social connection, outings and conferences and workshops involving other stakeholders.

**THE CONGOLESE ASSOCIATION OF MERSEYSIDE**  
**Trustees' Report and Financial Statements**  
**for the year ended 31 March 2022**

**Aims & Objectives**

**3. Core services (cont'd)**

**Information , advice and guidance :** Provision of easy access to multilingual information, translation, interpretation.

**Advocacy - access to professional help/ referrals / and sign-postings**

**Development programme:** The delivery of a range of upskilling support workshops

**Outreach/Engagement :** In and off site with partners to promote our programme and reach out to more people

**Social /Recreational and Leisure activities**

We have partnered with two local churches (Logos Christian Centre International and Bethlehem Community Resource Centre in Liverpool), as well as others voluntary organisations to provide essential services to diverse groups (people of all ages, and all backgrounds), to improve lives of vulnerable people across Merseyside.

**4. Impact of COVID-19**

Although COVID-19 pandemic galvanised communities and organisations, CAM remained in operation throughout. The management reduced the provision of services and the key adapted services were geared around the current needs, "vital services": with drastic adjustments to respond to the greater volume/nature of cases and a high demand for services a continued support to existing beneficiaries and new residents calling for help during this time of uncertainty.

- \* Greater volume of cases and a high demand for services
- \* Disruption to income (stretched/reduced resources) to meet the raised demand
- \* Reduced staffing due to family situation (self-isolation, shielding)
- \* Reduced activities - services restricted to essentially COVID-19 related interventions
- \* Increased demand for more equipment/repairs and adaptations - to enhance digital system to help the team to work remotely in their homes to meet the changing needs
- \* Raised utility bills and emergency interventions fees (remote working - funeral costs, bereavement support, hostels for homeless)
- \* More outreach and engagement sessions with the target group who have lost jobs/ or grieving or in crisis (those who are affected by the coronavirus crisis)

**Activities**

Drop-in (Remotely) - Beneficiaries continued to access multilingual information, advice and guidance sessions remotely through an open telephone line and on social media platform.

Emotional and mental health wellbeing support; constant connection with most vulnerable beneficiaries providing telephone support/friendship (email, phone calls, group WhatsApp, Facebook or develop online activities to help reduce isolation.)

**THE CONGOLESE ASSOCIATION OF MERSEYSIDE**  
**Trustees' Report and Financial Statements**  
**for the year ended 31 March 2022**

**Aims & Objectives**

**3. Core services (cont'd)**

1 session/2 hrs/week - for support, signposting guidance/referrals to professionals for urgent problems if they come up during phone or Zoom conversations.

**Financial Inclusion** : We provided practical help to people who were struggling financially, help with completing benefit claims, report change in circumstance, including guidance on benefits and entitlements available and debt advice.

**Advocacy**: We continued to enable access to professional advice to help beneficiaries feel more confident about their legal rights and the asylum application process, leave to remain, biometric residence permit and citizenship applications.

**Practical support**: Provision and delivery of food and essential supplies (Food/care package delivery to families - drop shopping, medication, if necessary / for vulnerable people self-isolating.

Facebook page update with signposting references for support with key services and in an emergency. For example, food banks domestic violence support, urgent mental health support, benefits and debt advice.

We have supported a rising number of domestic violence and homeless providing them with essentials ranging from (emergency food parcel, utility - heating, electricity, travel costs, emergency accommodation, items of clothing, bedding, and rehousing the homeless.

The Management Committee are committed to using their skills, experience, passion and dedication to make themselves available at no cost, use available resources to provide support to the hard-to-reach members of our locality.

While we were able to respond to these requests it is now on a piecemeal basis.

Since 10 May 2021, we returned to our limited face-to-face intervention, we monitored people welfare ensuring that reasonable measures were taken to minimize the risk of exposure to the virus, in particular by limiting close face to face interaction and by improving hygiene - provision of PPE mask, and social distancing sign displayed.

As the furlough scheme was coming to an end, we entered uncharted ground with challenges once again. In the following months the end of furlough deepened distress in the country. Unemployment increased so poverty did leading to people desperately needing help.

We very much entered even more challenging times, requiring a need to increase the support for our work in terms of a more varied funding stream. We strived to be creative and flexible in our structure and approach to continue to show compassion for the vulnerable, especially women and children, who were stuck in poverty for a long time due to lack of information and support throughout their transition into integration.

Therefore, in the next financial year, we will focus on strengthening CAM so it is better equipped to meet the needs of those who need our support. We will be taking these challenges forward and create a renewed strategy to respond and adapt to the new environment.

**THE CONGOLESE ASSOCIATION OF MERSEYSIDE**  
**Trustees' Report and Financial Statements**  
**for the year ended 31 March 2022**

**Aims & Objectives**

**Key Achievements**

During the financial year 2021/2022, we have reduced services on our drop-in, outreach and advocacy services with minimum development activities, as we carried out 3 community consultation to help us adapt our programmes, to better respond to service users' needs.

Our monitoring data shows that people who recently accessed our services required more support with:

- 1) Information, Advice, Guidance, referrals and sign postings.
- 2) Benefit claims.
- 3) Housing and homelessness support
- 4) Immigration and settlement advice
- 5) Domestic violence and crime help.

*Our key services were:*

**Drop-in** (remotely), then face to face - Beneficiaries continued to access multilingual information, advice and guidance sessions remotely through an open telephone line and on social media platform;  
Emotional and mental health wellbeing support, constant connection with most vulnerable beneficiaries providing telephone support/friendsip (Emails, phone calls, Group WhatsApp, Facebook or develop online activities to help reduce isolation)  
1 session / 2hrs/week - for support, signposting guidance/referrals to professionals for urgent problems if they come up during phone or Zoom conversations.

**Financial inclusion** - We provided practical help to people who were struggling financially, help with completing benefit claims, report change in circumstance, including guidance on benefits and entitlements available and debt advice.

**Advocacy**: We continued to enable access to professional help to enable beneficiaries to feel more confident about their legal rights and the asylum application process, leave to remain, biometric residence permit and citizenship applications.

**Practical support**

We continued the provision and delivery food and essential supplies (Food/care package delivery to families - drop shopping permit and citizenship applications.

Provision and delivery food and essential supplies (Food/care package delivery to families - drop shopping medication, if necessary / for vulnerable people self-isolating.

Facebook page update with signposting references for support with key services and in an emergency. For example, food banks, domestic violence support, urgent mental health support, benefits and debt advice.

We supported a rising number of domestic violence and homeless providing them with essential ranging from (emergency food parcel, utility: heating, electricity and travel costs, emergency accommodation, items of clothing and bedding, rehousing the homeless.

We acquired computers and desktops to strengthen our capacity and capability to deliver these more needed services to the community

We continued the provision and delivery food and essential supplies (Food/care package delivery to families - drop shopping

**THE CONGOLESE ASSOCIATION OF MERSEYSIDE**  
**Trustees' Report and Financial Statements**  
**for the year ended 31 March 2022**

**FINANCE REVIEW**

The overall finances (£42,821.55) set to help us achieve our goals for the period are from Trusts and Foundations, National Lottery and Donations. The deficit for the year carried forward is £3,541.74.

The principal sources of funding for our charity are the grants from our key donors below, that we salute and shout about their trust and support to our work.

- |   |                                     |
|---|-------------------------------------|
| 1. John Moores                            | 7. Donald Forrester Trust           |
| 2. National Lottery                       | 8. Vinci                            |
| 3. Liverpool City Council (Our Liverpool) | 9. All Churches Trust (Hope Beyond) |
| 4. Liverpool Community Care Grant         | 10. Hemby Trust                     |
| 5. Barrow Cadbury                         | 11. Neighbourly                     |
| 6. Power of Change                        |                                     |

**Way Forward**

The pandemic has brought many challenges and has created lasting change to CAM, as it was for many Communities Voluntary Organisations. Since the lockdown was eased, it was not that we look like we conquered COVID-19 pandemic and we were back to normal.

It is 'a waiting and see game' - compliance with the safety of people, that is, adhering to Government guidance which is at the core of our delivery strategy. So, it could be next year that it all gets back to normal.

As we head towards the end of the lockdowns, and the furlough program was ending, we expected an increase in unemployment, financial difficulties and increased poverty due to loss of earnings for beneficiaries leading to an increased demand for our services. So it was the case.

To CAM this meant we were entering uncharted ground with challenges once again. We knew there would be uncertainty and instability to maintain essential costs of sustaining current activities, however, learning how to live with uncertainty was firmly part of running an organisation.

**How do we ensure that the organisation can build resilience and a sustainable service delivery, to maintain momentum and reach our growth targets was the management priority?**

Future-proofing was highly needed more than ever to ensure that we were not simply reacting to crisis, but that we had a robust processes in place to deal with them in the future, and that we were taking necessary steps to ensure that our work remains financially sound and viable and that we continued to perform and deliver project benefits to the primary target group.

In the next financial year, we will focus on strengthening CAM so it is better equipped to meet the needs of those who need our support. We will be taking those challenges forward and creating a renewed plan to ensure we return stronger than ever.

We will collaborate to maximise our existing resources by drawing upon our network of key partners, whilst we will continue to undertake proper research to understand about the various options that can be used to maintain a steady flow of funds as well as to build a strong foundation for long term success.

CAM has a four-year (2019-2023) income generation plan in place which has been produced with the help of Liverpool CVS. The approach has been delivering the desired results. We hope that this plan will continue to guide our fundraising activities over this next phase of securing and developing our service provision.

**THE CONGOLESE ASSOCIATION OF MERSEYSIDE**  
**Trustees' Report and Financial Statements**  
**for the year ended 31 March 2022**

**Way Forward (cont'd)**

The plan aims to provide the organisation with a balanced portfolio of income from institutions, trusts, companies and individuals which will create a platform for the long-term sustainability of our programs.

We are continually looking at how we can harness the energy, strengthen collaborative relationships that we have formed throughout the last year, in order to build back the organisation.

**The Management would like to thank once again our funders and supporters for their much appreciated and valuable support without who, the Management would not be able to continue to deliver its much needed services to the Community.**

**For the Congolese Association of Merseyside**  
**Charles Matondo Lemba**



**THE CONGOLESE ASSOCIATION OF MERSEYSIDE**

**Independent Examiner's Report to the Trustees  
for the year ended 31 March 2022**

I report on the accounts for The Congolese Association of Merseyside for the year ended 31 March 2022.

**Respective responsibilities of trustees, members and examiner**

As the charity members you are responsible for the preparation of the accounts: you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by The Charity Commissioners under section 43(7)(B) of the Act, 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 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 I do not express an audit opinion on the view given by the accounts.

**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 41 of the Act; and
- \* to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

..... SA (HONS)

Date: 03/11/2022

**Cheryl P Agorom, ICPA  
Independent Examiner  
Whitfield Accounting &  
Integrated Services Ltd**

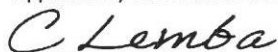
**Wavertree Business Village  
11 Tapton Way  
LIVERPOOL  
L13 1DA**

## THE CONGOLESE ASSOCIATION OF MERSEYSIDE

Statement of Financial Activities  
for the year ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
<b>Incoming resources</b>					
Incoming resources from generated funds					
Voluntary income:					
<b>John Moores Foundation</b>					
Barka Foundation (Poland)		4,195			-
John Moores Foundation		5,000	0		5,000
All Church Trust: Hope Beyond			0		10,650
LCC Care Grant			0		3,500
LCC Liverpool		1,250			1,250
Cloth Workers Foundation		3,500	0		
Arnold Clark		1,000	0		
Big Help		750			
National lottery		2,500	0		8,164
Albert Hunt		1,000			
Power for Change			0		9,673
Donal Forester/Grant		5,000			2,500
P H Holt Foundation		5,000	0		
Garfield Weston Foundation		5,000	0		
Members' contribution			0		120
Other donations		8,626			
Neighbourly					400
Donations: Leverhulme Group & Chris Kassongo			0		149
Hemby Trust Grant					1,500
Vinci			0		1,340
Barrow Cadbury					6,650
<b>Total incoming resources</b>	<b>3</b>	<b>42,821</b>	<b>-</b>	<b>42,821</b>	<b>50,896</b>
<b>Resources expended</b>	<b>4</b>				
Charitable activities		(44,508)		(44,508)	(49,108)
Governance costs					
<b>Total resources expended</b>		<b>(1,687)</b>	<b>-</b>	<b>-1,687</b>	<b>1,788</b>
<b>Net incoming/outgoing resources before transfers</b>					
Gross transfers between funds	<b>10</b>				
		(1,687)		-1,687	1,788
Reconciliation of funds					
Total funds brought forward				5,418	3,630
<b>Total funds carried forward</b>		<b>(1,687)</b>	<b>-</b>	<b>3,731</b>	<b>5,418</b>

Approved by the trustees on ..... 06/12/2022



Registered charity number : 1157149

**THE CONGOLESE ASSOCIATION OF MERSEYSIDE**  
**Trustees' report and financial statements**

**for the year ended 31 March 2022**

**Statement of Trustees' Responsibilities:**

The charity trustees are responsible for preparing an annual report and financial statements in accordance with applicable law and UK Accounting Standards.

The law applicable to charities in England and Wales 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 charity and of the incoming resources and application of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

select suitable accounting policies and then apply them consistently;  
observe the methods and principles in the Charities SORP;

make judgements and estimates that are prudent;

state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

prepare the financial statements on the going concern basis unless it is inappropriate 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 Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and the provision of the trust deed. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees for the purposes of charity law who served during the year and up to the date of this report are set out on Page 1 of the trustees report.

Approved by the trustees and signed on its behalf by:

  
.....  
Trustee

Date: ..... 06/12/2022

## THE CONGOLESE ASSOCIATION OF MERSEYSIDE

## Balance Sheet as at 31 March 2022

	Notes	2022	2021
		£	£
<b>Fixed assets</b>			
Tangible assets	7	-	-
<b>Current assets</b>			
Debtors	8		
Cash at bank and in hand		3,731	5,418
<b>Creditors: amounts falling due within one year</b>	9	-	-
<b>Net current (liabilities)/assets</b>		3,731	5,418
<b>Net assets</b>		<u>3,731</u>	<u>5,418</u>
<b>Income funds</b>			
Unrestricted funds: b/fd		3,541	3,541
Restricted funds b/fd		1,877	1,877
Surplus/Deficit for the year		<u>(1,687)</u>	<u>-</u>
<b>Total charity funds</b>		<u>3,731</u>	<u>5,418</u>

Approved by the trustees on 06/12/2022... and signed on their behalf by:

Trustee *C Lemba* .....

**THE CONGOLESE ASSOCIATION OF MERSEYSIDE**

**Notes to the Financial Statements  
for the year ended 31 March 2022**

**4. Trustees**

None of the trustees (or any persons connected with them) received any remuneration during the year and none of them was reimbursed expenses.

**5. Tangible fixed assets**

Registered charity number : 1157149

**THE CONGOLESE ASSOCIATION OF MERSEYSIDE**

**Notes to the Financial Statements  
for the year ended 31 March 2022**

	2022 £	2021 £
<b>6. Debtors</b>		
Other debtors	-	-

	2022 £	2021 £
<b>7. Creditors: amounts falling due within one year</b>		
Other creditors	-	-
Accruals	-	-

**8. Restricted funds** **INFORMATION ONLY**

The income funds of the charity include restricted funds comprising

There were no restricted funds during the year were

Balance at 1 April 2021	Incoming resources £	Resources expended £	Transfers	Balance at '31 March 2022 £
-	-	-	-	-