

The Congolese Association of Merseyside

Registered charity number: 1157149
Company Limited by Guarantee: 05801288

**Trustees' Report and Financial Statements
for the year ended 31 March 2023**



Find US

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CongoAssociationofMerseyside

THE CONGOLESE ASSOCIATION OF MERSEYSIDE
Trustees' report and financial statements
for the year ended 31 March 2023

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THE CONGOLESE ASSOCIATION OF MERSEYSIDE

Report of the Trustees for the year ended 31 March 2023

The Trustees present their report and the financial statements for the year ended 31 March 2023

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 The Trustees who served during the year and up to the date of this report are listed below. Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Legal and administrative information

Charity Name **THE CONGOLESE ASSOCIATION OF MERSEYSIDE**

Charity number 1157149

Company Registration Number 05801288

Office Address Suite 4 - Kingspark Business Centre
97 Stanley Road
Bootle
LIVERPOOL
L20 7DA

Registered Office Suite 4 - Kingspark Business Centre
97 Stanley Road
Bootle
LIVERPOOL
L20 7DA

Management Committee	Lesley Ann Armstrong	Chair (acting)
	Charles Lemba Matondo	Treasurer
	Moacir Paulino Medeiros	Director
	Michel Makunsa Ndofunsu	Director
	Deborah Mbosso	Director

Secretary: Petronelle K Moanda

Accountants and Independent Examiner Whitfield Accounting & Integrated Services Ltd
Block B
23 Goodlass Road
Hunts Cross
LIVERPOOL
L24 9HJ

Bankers Barclays Bank plc
Great Crosby Branch
18-22 Liverpool Road
LIVERPOOL
L23 5SF

Volunteers	Matieu Kapsi	Project Manaer
	Joana kungi	Outreach Interpreter
	Oriodina Tavares Fernandes	Outreach
	Gisele Ndaya Ndambu	Admin Finance
	Daiane Nunes Santana	Cleaner
	Alpha Dimbani	Outreach
	Raissa Ogbona	Outreach
	Salma Kona	Outreach

THE CONGOLESE ASSOCIATION OF MERSEYSIDE

Trustees' Report and Financial Statements
for the year ended 31 March 2023

Aims & Objectives

Purposes and Aims

The Congolese Association of Merseyside (CAM) Ltd is a not-for-profit organisation a hub of ions shaping ions, managed by first-hand experienced board and volunteers.

The aims of our charity to relieve poverty or financial hardship among refugees, asylum seekers, migrants, workers, and other local persons in need living in Merseyside by providing Counselling, Advice, Information through interpreting, translating, advocacy services for employment, health, housing.

To further or benefit the residents of Merseyside and the neighbourhood without distinction of sex, sexual orientation, race or political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to promote integration, advance education and to provide facilities in the interest of social welfare for recreation, leisure time occupation with the objective of improving the conditions of life for the residents,

Such other charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the trustees may from time to time determine.
Ensuring our work delivers our aims.

We review our aims, objectives, and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aim, objectives and activities remained focused on our stated purposes.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

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The focus of our work

Our main objectives for the year continued to be the promotion and prevention of the poverty. The strategies we used to meet these objectives included:

▣ Providing a range of services which are reflective of relevant quality standards and address the potential problems related to integration issue.

▣ Focussing upon limiting barrier which comes with language barrier, race, education to individual but also their family and friends and the wider community of Merseyside.

▣ Working in partnership with other agencies to secure the widest range of services is available that best matches the needs of our client population.

How our activities deliver public benefit

Our main activities and who we try to help are described below. All our charitable activities focus on the prevention of poverty exclusion to further our charitable purposes for the public benefit.

Our funding comes from donations, trusts, foundations, and corporate grants. And the mainstay of our service remains our volunteers who provide advice and distribute information leaflets. In the year under review over 2,000 volunteer hours were donated.

Who used and benefited from our services?

CAM targets initially but not exclusively (asylum seekers, refugees and migrants) who are rebuilding their lives in our city, and any other economically inactive residents furthest from the labour market.

We intentionally 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 to settle, to boost their integration; access to community life to bring their share to their new community, fulfil their potential and thrive, both individually; and collectively enable the community to become better connected, economically secure, healthier, stronger, and more resilient.

The project is based at the central office and provides help and advice to our users. All our services are provided free to our clients.

Our objects and funding limit the services we provide to those residents in Merseyside. The number of our direct users is estimated at some 300, for example, our drop-ins service can only deal directly with 150 individual clients at any time. Our service is based on an initial assessment of an individual's personal commitment to seeking help also by referring to mainstream services.

THE CONGOLESE ASSOCIATION OF MERSEYSIDE

Trustees' Report and Financial Statements
for the year ended 31 March 2023

Key services

The main areas of charitable activity are the provision of multilingual information, advice, and guidance; outreach work; and the operation of an IT room as a training project for those in need. These activities and the achievements that flow from our work are described below.

1. Drop in: Provision of easy access multilingual information, translation, interpretation, on-call support; for individuals and families.

Advice, Guidance, signposting services including general administrative tasks such as completing immigration forms, application for housing/ education support, communication with mainstream services (Job Centre, GP, hospital, education, Universal credit ...etc...)

2. Advocacy services - We facilitate access to professionals and external agencies to clients providing translation and interpretation in languages they understand better, and responsive to their needs.

3. Outreach/Engagement:

The outreach work of the charity provides support to people who are vulnerable, isolated, and excluded from the society. This work continued to expand in the year under review. At the beginning of the year, we had set a target to reach 350 people and to make our other services available to them. on site or off site with partner agencies to promote our programmes and reach out to more people experiencing hardship - including - home visit when needed.

We believe that equal access to our services is an important issue for us. In addition to our current monitoring of access to our services by gender, age group, immigration status we produce each year a publication of our direct clients/ beneficiary ethnicity monitoring chart. We are aware from a baseline study undertaken this year, using data available on the Neighbourhood Statistics website, that black and minority ethnic communities are disproportionately represented in deprived areas of our county. Equal access to our services is vital to our success and that successful outcomes must be shared by all communities that use our services.

5. Social, recreational and leisure activities: including cultural events, to enable clients get together, to connect the disconnected, provide them with opportunities to step out in the limelight, improve their confidence, self-esteem and boldness to interact with neighbours. We work with other local VS organisations to ensure that we reach out to more residents.

These recreational/ leisure activities and social cohesion events bring people together to celebrate our diverse cultures. We simply help increase people's pride in their community, and enable their fostering of a community spirit, the building of a coalition of citizen within and around our city.

Achievements

During the financial year 2022/2023 we have increased services our drop-in, outreach and advocacy services with minimum development activities, as we carried out a community consultation to help us adapt our programmes, to better respond to service user's needs.

The strong focus was specifically geared on strengthening CAM abilities to meet clients' needs, taking challenges forward and creating a renewed strategy to respond and adapt to the new environment. The management has worked closely with Sefton Voluntary Services capacity building team in order to make this happen, ensuring strong voices are at the centre of the planning, delivery, the review processes and programmes; and to make sure that the organisation activities are still needed and are fit for purpose.

a) We have produced our Organisational Business Plan - Map out a three-year plan to take the organisation forward and guide us through the changes we will need to make; and

b) Produced our Organisational Sustainability Strategy - with plan to diversify our income streams to safeguard the future.

c) We run an entrepreneurship programme for our beneficiaries in partnership with Liverpool Commonwealth Association and Community Concept (Expanding Horizon) funded by ESF to help them set up their own businesses.

The training project continues to be focused on the opening of the internet café (computer for the community and to further develop our drop-in centre).

Partnership working

During this financial year, CAM has extended his reach by working in partnership with other Vs, business and professional bodies to provide a holistic package to people who rely on its services, mainly but not exclusively the following:

- Sefton Charity and Voluntary Services - Capacity Building and Infrastructure Development
- Bethlehem Centre
- Asylum Link Merseyside
- Liverpool Lighthouse Ltd
- Muslim Association Liverpool
- Immigration Lawyers (Michael Rose Baylis and IAS Manchester).
- Lawson Hunt Immigration Services Ltd
- Injury claim companies DHF Solicitors
- Liverpool Commonwealth Association - Community Concept

We continue to work in close co-operation with Liverpool and Sefton County Council Social Services department in operating this outreach project. We are grateful for their support.

THE CONGOLESE ASSOCIATION OF MERSEYSIDE

Trustees' Report and Financial Statements for the year ended 31 March 2023

Financial Review

Plans for Future Periods

The charity plans continuing the activities outlined above in the forthcoming years subject to satisfactory funding arrangements.

The outcomes we would like to achieve outmost we need is the workforce development, so it is worth to upskill the leadership, the senior management, staff, and volunteers to acquire transformation power to adapt – to renew internal capacity and capability. To be ready to move to something new. We need to recentre our strategy for the next stage, for a true growth.

1. Leadership development

2. Marketing & promotion

3. Robust fundraising

4. Logistics to set up a bilingual internet café/ training suite include workstations for community that would not otherwise have access to ICT

5. Plans are also being developed to work on several schemes with local employers and local job centres to place our users who have been through our training projects on mentoring schemes which it is hoped will lead to long-term gainful employment or entrepreneurship (start own small scale businesses).

Structure, Governance and Management

Governing Document

Originally set up in 2004, The Congolese Association of Merseyside (CAM) was born out of the hardship and stress caused by addressing integration issues alone when the founders first arrived in the UK. The challenges they faced led them to set up the organisation in 2004 and was registered as a company limited by guarantee nr 5801288 on 29th April 2005, then registered Charity on 21st May 2014 Number 1157149.

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. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

Recruitment and Appointment of Management Committee

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. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

All member of the Management Committee gives their time voluntarily and received no benefits from the charity. Any expenses reclaimed from the charity are set out in note 7 to the accounts.

In an effort to maintain this broad skill mix, members of the Management Committee are requested to provide a list of their skills (and update it each year) and in the event of particular skills being lost due to retirements, individuals are approached to offer themselves for election to the Management Committee.

Trustee Induction and Training

The existing trustees were initially selected by the community in their Annual General Meeting on 26 April 2022. In selecting the trustees, individuals who regularly attended events, meetings and functions organised by the charity were identified. The process of selection involved consideration of the person's eligibility, competence, specialist knowledge and skill. 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.

Most trustees are already familiar with the practical work of the charity having been encouraged to take up the "Cooks Tour" of the Advice Centre and the Outreach Work offered as part of the two "charity membership open days" that are run each year.

Additionally, new trustees are invited and encouraged to attend a series of short training sessions (of no more than an hour) to familiarise themselves with the charity and the context within which it operates. These are jointly led by the Chair of the Management Committee and the Operations Manager acting Chief Executive of the charity and cover:

- the obligations of Management Committee members.
- the main documents which set out the operational framework for the charity including the Memorandum and Articles.
- Resourcing and the current financial position as set out in the latest published accounts.
- Future plans and objectives.

THE CONGOLESE ASSOCIATION OF MERSEYSIDE

Trustees' Report and Financial Statements for the year ended 31 March 2023

Risk Management

The Management Committee has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity. Criminal Records DBS checks are carried out for all individuals working with the children and vulnerable adults.

Funding

Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. The charity funding source is heavily reliant on donations, trusts, foundations, and corporate grants; the awards come very restricted with terms and conditions. Part of an unrestricted income fund is earmarked for a particular project it may be designated as a separate fund. To fulfil the charity's commitments to a particular restricted grant/donation the Congolese Association of Merseyside might have to commit some of its own unrestricted funds to support the relevant activities. Therefore, CAM intends to increase its contribution to public life and benefit and intends to grow its reserves as it seeks opportunities to do so. These funds are necessary to continue to underpin the significant public benefit provided by the CAM in pursuance of its objects in the areas of Community Development. Therefore, CAM considers a suitable minimum level of free reserve to be an amount broadly equivalent to six months' essential operational spend. Such reserves will provide support should the organisation face an unforeseen downturn or significant event which has an adverse financial impact.

Goals

It is important that the charity has put aside reserves to meet those commitments to overcome unexpected event that may arise during its duties and responsibilities to deliver projects and programmes such as:

- (1) Contingency: unexpected expenditure in the event of an emergency.
- (2) Cash-flow: situations where a bill has to be paid before the money to cover it has been received;
- (3) Commitment: a commitment to occasional significant expenditure which cannot be covered by the annual income.
- (4) Conservation: funds which the trustees cannot spend immediately without compromising their legal responsibilities to ensure that their charity's resources are used necessarily, reasonably and incidentally in fulfilment of their charitable objects.
- (5) Closure: the charity becomes financially unsustainable and has to be wound up.

Financial Review:

The overall finances to help us achieve our charity goals for the period are from private grant makers (Trusts and foundations) donations and own earned income. These comprised the following:

- Grants
- Fundraising activities
- Member contributions

The principal sources of funding for the period under review are the grants from our key donors below. We very much appreciate their generosity, salute their crucial input and shout about their trust and support to our work.

- Comic Relief (Groundwork)- Leather seller
- Eleanor Rathbone Trust- Lloyds Bank Foundation
- Henry Smith Charity John Moores Foundation- National Lottery Fund
- John Moores Foundation

The surplus for the year carried forward is £21,116.

The Management Committee would like to thank our funders cited above for their much appreciated and valuable support without whom the Management would not be able to continue its much-needed work with the French and Lusophone migrants' community and other vulnerable people of Merseyside.

Organisational Structure

CAM is a front-line community charity, owned and run by residents to address the social dilemma of our marginalised community (French speakers Refugees, Asylum seekers and other migrants) facing social exclusion due to language and cultural barriers. It has a Management Committee of up to 5 committed board members with complementary skills and is staffed by 8 part time volunteers.

The committee members meet quarterly and are responsible for the strategic direction and policy of the charity.

The Secretary also sits on the Committee but has no voting rights.

Staff and volunteers have continued to deliver programmes, projects and activities that reflect our vision of a society in which everyone is treated with dignity and respect. They have and are still diligently and generously engaged with the project while drawing on their personal and past challenges (as asylum seeking/ refugee and immigrants) and life experiences. The Services Manager has responsibility for the day-to-day operational management of the Centre, individual supervision of the volunteers and also ensuring that the team continue to develop their skills and working practices in line with good practice.

Registered charity number : 1157149

THE CONGOLESE ASSOCIATION OF MERSEYSIDE

Trustees' report and financial statements

for the year ended 31 March 2023

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.

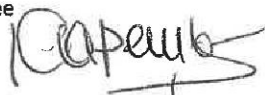
The trustees for the purposes of charity law who served during the year and up to the date of this report are set out on Page 1 of the trustees report.

Approved by the trustees and signed on its behalf by:

 Charles Lemba

Trustee

Date: 24/01/2024



THE CONGOLESE ASSOCIATION OF MERSEYSIDE

**Independent Examiner's Report to the Trustees
for the year ended 31 March 2023**

We report on the accounts for The Congolese Association of Merseyside for the year ended 31 March 2023.

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 our 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 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 we do not express an audit opinion

Independent examiner's statement

In connection with our examination, no matter has come to our 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 our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

..........

Date: 24/01/2024

Cheryl P Agorom, ICPA, BA(Hons)
Independent Examiner
Whitfield Accounting &
Integrated Services Ltd

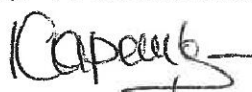
Business First Ltd
Block B
23 Goodlass Road
LIVERPOOL
L24 9HJ

THE CONGOLESE ASSOCIATION OF MERSEYSIDE

Statement of Financial Activities
for the year ended 31 March 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total £	2022 Total £
Incoming resources					
Incoming resources from generated funds					
Voluntary income:					
Barka Foundation (Poland)					4,195
John Moores Foundation			5,000	5,000	5,000
Elisabeth Rathborne Grant			3,500	3,500	
Comic Relief			9,500	9,500	
LCC Liverpool				0	1,250
Cloth Workers Foundation			0	0	3,500
Arnold Clark			0	0	1,000
Big Help				0	750
National lottery			42,622	42,622	2,500
Albert Hunt				0	1,000
The Leathesellers		2,000	0	2,000	
Donal Forester/Grant				0	5,000
P H Holt Foundation			0	0	5,000
Garfield Weston Foundation			0	0	5,000
Henry Smith			12,800	12,800	
Other donations				0	8,626
Lloyds Bank		27,250		27,250	
Membership contributions		3,733	0	3,733	
Hemby Trust Grant				0	
Vinci			0	0	
Barrow Cadbury					
Total incoming resources	3	32,983	73,422	106,405	42,821
Resources expended	4				
Charitable activities		(95,643)	-	(95,643)	(44,508)
Governance costs					
Total resources expended		(62,660)	-	10,762	(1,687)
Net incoming/outgoing resources before transfers					
Gross transfers between funds	10				
Reconciliation of funds		(1,687)		10,762	(1,687)
Total funds brought forward				(1,687)	
Total funds carried forward		(1,687)	-	9,075	(1,687)

Approved by the trustees on 24/01/2024 and signed on their behalf by: Po Charles Lemba
Trustee



THE CONGOLESE ASSOCIATION OF MERSEYSIDE

Registered charity number : 1157149

Balance Sheet as at 31 March 2023

	Notes	2023		2022	
		£	£	£	£
Fixed assets					
Tangible assets	7		-		-
			-		-
Current assets					
Debtors	8				
Cash at bank and in hand		14,493		3,731	
Creditors: amounts falling due within one year	9				
			-		-
Net current (liabilities)/assets			14,493		3,731
Net assets			14,493		3,731
			<u>14,493</u>		<u>3,731</u>
Income funds					
Unrestricted funds: b/fd		3,541		3,541	
Restricted funds b/fd		1,877		1,877	
Surplus/Deficit for the year		9,075		(1,687)	
Total charity funds			14,493		3,731
			<u>14,493</u>		<u>3,731</u>

Approved by the trustees on ... and signed on their behalf by:

Trustee 
Po Charles Lemba

THE CONGOLESE ASSOCIATION OF MERSEYSIDE

**Notes to the Financial Statements
for the year ended 31 March 2023**

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

There are no fixed assets

THE CONGOLESE ASSOCIATION OF MERSEYSIDE

**Notes to the Financial Statements
for the year ended 31 March 2023**

	2023 £	2022 £
6. Debtors		
Other debtors	-	-
	-	-
7. Creditors: amounts falling due within one year	2023 £	2022 £
Other creditors	-	-
Accruals	-	-
	-	-
8. Restricted funds		

INFORMATION ONLY

The income funds of the charity include restricted funds comprising of below

Balance at 1 April 2022	Incoming resources £	Resources expended £	Transfers 31 March 2023 £	Balance at 31 March 2023 £
	73,422	-	-	73,422
-	73,422	0	0	73,422