

ENFIELD CARIBBEAN ASSOCIATION

Charity Incorporated Organisation (C.I.O)

Annual Report & Financial Statement

For the period ended

31 March 2021

Registered Charity No: 1164139

ENFIELD CARIBBEAN ASSOCIATION

Year Ended 31 March 2021

Principal address:

Community House
311 Fore Street
London
N9 0PZ

Trustees and Committee Members:

Ms Oveta McInnis-Neil – Trustee and Chair
Mr Paul Riddell – Trustee & Vice Chair
Mr Bevin Betton – Trustee
Ms Joy Donaldson - Trustee
Mr Cedric Levy – Trustee & Treasurer
Ms Janette Williams – Trustee and Secretary
Ms Barbara Teape – Trustee and Data Officer
Mr Roy Edwards – Trustee and Website/IT Officer

Associate Members:

Mr Kingsley Teape
Ms Pauline Clarke

Open: (Office closed due to Covid-19 restrictions)
Email: info@theeca.org.uk
Telephone: 07908 600420 (Monday to Friday 10am to 5pm)

Website: www.enfieldcaribbeanassoc.org.uk
Facebook: [https://www.facebook.com/Enfield-Caribbean-Association- 108159837578352](https://www.facebook.com/Enfield-Caribbean-Association-108159837578352)
Instagram: https://www.instagram.com/enfield_caribbean_association/

Governing document

The organisation is operated under the rules of its constitution.

Bankers:

Barclays Bank PLC

Independent Examiner

TACTS Accountant
81 Rayleigh Road
London, N13 5QW

**ENFIELD CARIBBEAN ASSOCIATION
FINANCIAL ACCOUNTS
FOR YEAR ENDED 31 MARCH 2021**

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Enfield Caribbean Association

Report of the Trustees for the year ended 31 March 2021

Trustees and their responsibilities

Charity trustees are the people who serve on the governing body of a charity. They may be known as trustees, directors, board members, governors or committee members.

The principles and main duties are the same in all cases.

Trustees have, and must accept, ultimate responsibility for directing the affairs of a charity, and ensuring that it is solvent, well-run, and meeting the needs for which it has been set up.

Enfield Caribbean Association's Trustees are pleased to present their annual report and independently examined financial statements for the year ended 31st March 2021. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP 2005) (Accounting Standards Charities Act 2011).

Principle Objects

Enfield Caribbean Association (ECA) is a small registered charity set up to provide support and leadership to our community. We normally provide social and cultural activities such as day trips, concerts, theatre trips, luncheon club, exercise classes, informal drop-in sessions and general advice and guidance. (Due to the Covid-19 pandemic our face-to-face activities have been restricted). Through this work Enfield Caribbean Association helps and encourages members (particularly those of Caribbean descent) who are isolated, discouraged or depressed, to overcome difficult periods in their lives and to take positive steps towards improving their own health and well-being, and to discover new opportunities for participating in and benefiting from the community. The ECA also signpost and refer the elderly to other agencies as appropriate. Recently, the ECA has widened the scope of their activities to reflect the changing landscape both locally and nationally to include issues of social justice that affect our communities.

Activities and Achievements

We are pleased with ECA's achievements during the reporting period, they include:

- The appointment of three new trustees; Barbara Teape, Janette Williams and Roy Edwards were appointed as trustees at our Annual General Meeting (AGM) on Saturday 28 November 2020.
- The new website, introduced in May last year has been significant in raising the profile of ECA in the community. This has been led by Roy Edwards. Our website traffic has grown rapidly since the site relaunched in June 2020. In total, we have welcomed 2,851 visitors to the website reviewing (September 2020 to May 2021). Reviewing our content and learning more about the work of ECA. There are regular news items and information on our activities. We are exploring the possibility of launching an online gallery to support Windrush book exhibition in October 2021.
- We have supported the vulnerable and elderly members of our community throughout the pandemic. In the light of the second lockdown due to Covid-19,

in November 2020 the ECA partnered with Edmonton Food Hub at Edmonton Methodist Church, to supply food to the most vulnerable elders within our community. Community volunteers have rallied together under the leadership of Roz Ratty to deliver groceries to over 45 families and individuals every Saturday. The food hub has received sponsorship from Enfield Council.

- The exercise in the park programme began on 24 July 2020 and continued through the summer to the end of September. The weekly classes alternate between Pymmes and Broomfield parks and have been received enthusiastically by our elders. Jackie Dyer, a local Zumba tutor runs the sessions. ECA volunteers supply chairs and masks and PPE, which enabled the adults to participate safely. The classes have been reinstated this summer. We also introduced a walking group in May 2021. Both activities support healthy lifestyles and encourage the wellbeing of participants.
- In January 2021 we had a successful application for funding from Enfield Council for our Alexa project – “*Let’s Keep in Touch*”. The Covid-19 pandemic had a significant impact on older members of our community, especially those who live alone. The project aims to give to give easy access to digital technology allowing elders to stay in touch with family and friends. We are currently trialling the project with a small group and hope to open it up to more elders in the summer.
- On Saturday 31 October 2020 we held a virtual BHM event entitled ‘*The history of Black Activism in the UK*’. The organisation of the event was led by Paul Riddell. Feryal Clark MP for Enfield North opened the event with a message of support. This was followed by our tribute to the co-founder of the ECA, Ms Hyacinth Sandilands who passed away last year.

The prestigious line up of speakers included Delia Mattis, Black Lives Matter activist; Bonnie Greer, Playwright, novelist and broadcaster; Sir Geoff Palmer, Professor Emeritus in the School of Life Sciences at Heriot-Watt University & human rights activist; Kwame Kwei-Armah, actor, playwright and director and Leroy Logan, former superintendent in the London Metropolitan Police, a serving police officer for 30 years and a founding member and the first chairperson of the Black Police Association.

The event was sponsored by the Big Lottery Fund and Enfield Council.

- ECA were invited to contribute to the United Nations Day for the elimination of Racism organised by Black Lives Matter Enfield. There were a number of speakers including Barbara Blake Hannah, the first ITV News presenter, Lee Jasper community activist and Nana Asante of the Global African Congress. Oveta McInnis-Neil ECA Chair was invited to share her perspectives on the effects of racism in Britain. There was a performance by Suley Muhidin. The day was attended by a large audience on zoom.
- ECA Chair, Oveta McInnis-Neil and Vice-Chair Paul Riddell have been working alongside the NHS North Central London, Primary Care Trust to address the issue of vaccine uptake by black and ethnic minorities. We participated in a Webinar in April 2021, alongside lead medical practitioners in the borough addressing the issues of mistrust and lack of confidence in the

vaccine. The webinar aimed to educate about how vaccines work and the benefits of the vaccines protecting against the dangers of the virus. This is ongoing work.

- ECA members have been invited to join two panels working with the Police in Enfield; the first the North Area BCU Community Engagement Steering Group, led by Treena Fleming the borough commander; and the second the Stop and Search Community Monitoring Group (CMG) aimed at scrutinising the Stop and Search procedures and their disproportionate use against black people and their effectiveness in reducing crime in Enfield.
- We are producing a book, short videos and an exhibition to commemorate and remember the **Windrush Generation**; those who arrived and settled in Britain, largely from the Caribbean between 1948 and 1973. This project is an opportunity to hear the voices of some of those who are part of this generation.
This project is funded by the National Lottery Grant for \heritance and The Ministry of Housing, Communities and Local Government (MHCLG).
- We have supported communities in need by contributing a donation of £500 to the St Vincent Volcano appeal in May. We hope that the global response will help to ease the suffering of those displaced.
We also have plans to support two schools in Jamaica whose students' education has been seriously affected during the pandemic; as they have been learning from home, but lack the IT resources have been unable to access the school virtual lessons.

We would like to thank all our Trustees, associate members, volunteers and all our service users who have given their energy and commitment to achieve Enfield Caribbean Association's objectives.

We would also like to thank all our funders for their support.

Structure, Governance and management

Enfield Caribbean Association is a charitable Incorporated Organisation (CIO), registered with the Charity Commission and governed by its constitution, dated 27th October 2015.

Membership of the CIO is open to anyone who is interested in furthering its purposes and, who by applying for membership, has indicated agreement to become a member and accept the duties of membership. If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

The trustees, who may exercise all the powers of the CIO, manage the affairs of the charity on a day-to-day basis.

The trustees who served during the year are shown on page 2 of this report.

Risk management

The Trustees have reviewed risks relevant to the charity and have updated and added to the range of policies and procedures. Any risks identified are reported to the Trustees and decisions made on how to minimise risk. New staff and volunteers underwent Disclosure & Barring Service (DBS) police checks during the year.

Financial procedures are adhered to by Trustees, Associate members and staff and are currently under review. The Charity has a healthy unrestricted reserve balance due to a donation of £13,000 from Elijah Tabernacle organisation, who donated the money to further ECA charitable objectives. The Trustees have actively sought additional sources of funding and have been able to raise funds for several ongoing projects.

The Reserves policy

The Board has assessed the charity's requirements for reserves in the light of the main risks to the organisation. As a result, the Board has approved a policy whereby the unrestricted funds not committed, should be held in reserve and maintained at a level, which ensures that ECA's core activities could continue during a period of unforeseen difficulty. The target reserve amount represents at least 6 months' (26 weeks) expenditure and will be reviewed annually.

Public Benefit

The Trustees confirm that they have complied with their duty under the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee and senior manager of the charity with its members must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

Volunteers

During the period ended 31 March 2021 the ECA trustees and associate members continued to hold virtual meetings to continue our work. The charity relied a great deal on volunteers to perform a variety of tasks including writing bids, administration, and management. During this reporting period, 30 active volunteers, some of whom are Trustees, members and associate members of ECA supported the organisation.

Internal and external factors

The trustees are very grateful to the donors for their kind support.

Future Plans - Vision for 2025

1. Economic Empowerment

Generate sufficient assets to enable the organisation to achieve our objectives

Develop and implement a fundraising strategy with clear aims and objectives to secure funding from various grant providers locally and nationally to further develop the ECA's organisational structures and support networks, including working towards contributing to the setting up of an African Caribbean centre.

The ECA aims to work as a hub supporting the community and partnering with allies to achieve our goals. Due to funding we have been able to go ahead with a number of projects, as we have raised funds through strategic bid writing in the last year, which has made these developments possible. We have raised funds for supporting the Food hub in Edmonton, developing the luncheon club, the Alexa Show project and the Windrush project.

2. Community Engagement

Complete the Windrush book, video and exhibition

The Windrush project is one of our most challenging to date. This will involve the writing and publishing of a book, the production of videos, and an art competition to produce the book cover. The art competition will involve working with schools in Enfield to produce the book cover. The exhibition and launch of the book will involve collaborating with Enfield Council, community members and organisations.

3. Sustainability

Develop a Youth Section - Our Youth are the future

The ECA's outreach has developed over the last year and has become more involved in the community by forming new partnerships. We are very conscious of the significant role that young people are playing in the community and would love to see a greater involvement of young people in the ECA. We would like young people to lead their own agenda, in areas that may be of interest or concern such as economic empowerment, education, career opportunities, racism, health and policing to name a few.

In conclusion, we are actively recruiting trustees, associate members and volunteers to strengthen our management and administration. We will continue to strengthen and develop our organisation further to enhance the lives of Caribbean communities in the London Borough of Enfield.

Signed on behalf of all members

C O McInnis

Ms Oveta McInnis-Neil (Trustee and Chair)

Date: 2nd July 2021

Independent examiner's report to the trustees of Enfield Caribbean Association

I report on the accounts of the Trust for the year ended 31st March 2021, which are set out on pages 10 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- 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
- 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 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 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 my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Date: 05/07/2021



Chartered Certified Accountant

TACTS Accountant, 81 Rayleigh Road, Palmers Green, London N13 5QW

ENFIELD CARIBBEAN ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Unrestricted Fund	Restricted Fund	Total Funds 2021	Total Funds 2020
	£	£	£	£
INCOMING RESOURCES				
Donations	14,100	245	14,345	8,726
Income from charitable activities:				
Integrated Fostering	-	10,000	10,000	-
Enfield Voluntary Action	-	1,820	1,820	-
Big Lottery Fund (Awards for All)	-	-	-	9,390
London Borough of Enfield	1,000	2,000	3,000	5,000
London Community Fund	-	7,000	7,000	-
TOTAL INCOMING RESOURCES	15,100	21,065	36,165	23,116
RESOURCE EXPENDED				
Expenses in raising funds				
Expenses on charitable activities				
Black History Month project	-	800	800	4,902
Befriending project activities	-	1,734	1,734	4,330
TOCS Project activities	-	6,290	6,290	-
Careers Day project activities	-	-	-	2,261
Luncheon Club activities & catering	-	1,076	1,076	5,027
Quiz Night activities	15	-	15	208
Donation	20	-	20	-
Windrush	-	-	-	185
Trip - Eastbourne	-	-	-	740
administration and office costs	1,044	-	1,044	326
Insurance	811	-	811	370
Rent and Room Hire	-	-	0	415
Professional Fees	300	-	300	300
Website & IT expenses	1,204	-	1,204	332
Training and Conference	-	-	-	174
TOTAL RESOURCES EXPENDED	3,393	9,900	13,294	19,569
Net Incomings and Outgoings	11,707	11,165	22,871	3,547
Balance Brought Forward	3,541	7,534	11,075	7,528
Balance as at 31st March 2021	15,247	18,699	33,945	11,075

ENFIELD CARIBBEAN ASSOCIATION

BALANCE SHEET AT 31 MARCH 2021

	Notes	FUNDS <u>2021</u> £	FUNDS <u>2020</u> £
Current Assets:			
Cash at Bank and In Hand		34,246	11,375
Current Liabilities:			
Amount falling due within one year			
Accruals	(12)	300	300
Net Assets		<u>33,946</u>	<u>11,075</u>
As Represented By:			
Unrestricted Fund		15,247	3,541
Restricted Fund	(13)	18,699	7,534
Total Funds		<u>33,946</u>	<u>11,075</u>

(The notes form part of this account)

The accounts were approved by the Trustees on 05/07/2021 and signed on their behalf by: -

C O McInnis

Ms Constance Oveta McInnis-Neil
(Chairperson)

Notes to the account

1. Accounting basis

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). ECA meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Preparation of the accounts on a going concern basis

The Charity trustees are of the view that measures taken subsequent to the year-end to reduce operating costs and successful in applying for continuation funding have secured the immediate future of the Charity for the next 12 to 18 months and that on this basis the charity is a going concern.

2. Cash Flow Statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

3. Income

Income is recognised in the period to which it relates, unless specified otherwise by the funder. Project funding is, in general, repayable if not expended within the relevant project. Such income is only recognised to the extent that it ceases to be repayable. The income is accounted for on a receivable basis.

4. Resource Expended

Resources expended are included in the Statement of Financial Activities inclusive of VAT which cannot be recovered. Direct charitable expenditure includes the direct costs of the activities. Where such costs relate to more than one functional cost category, they have been apportioned in line with the direct costs of the relevant service.

5. Fund Accounting

Fund accounting unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work. The charity has no designated funds.

6. Support Cost

Allocation of support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back-office costs, finance, personnel, and governance costs, which support the Charity activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 14.

7. Taxation

ECA is a registered charity and is not liable for corporation tax on its income under section 505 of the Income and Corporation Taxes Act 1988 to the extent that it is applied to its charitable activities.

8. Tangible fixed assets

The organisation has no fixed assets.

9. Pension costs and other post-retirement benefits

None

10. Status

ECA is a registered Charitable Incorporated Organisation.

11. The organisation has no debtors and staff on payroll.

12. Creditors & Accrual

	2021	2020
	£	£
Independent Examination	300	300
	300	300

13. Restricted Fund analysis

	Balance b/f	Incoming resources	Outgoing resources	Balance at 31st March 2021
	£	£	£	£
Big Lottery Fund (AFA)	2,534	-	2,534	-
LBE Luncheon Club Activities	5,000	-	1,076	3,924
LBE (TOCS Partnership)	-	2,000	-	2,000
London Com. Fund (TOCS)	-	7,000	6,290	710
Integrated Fostering (TOCS)	-	10,000	-	10,000
Enfield Voluntary Action	-	1,820	-	1,820
Individual other (TOCS)	-	245	-	245
	7,534	21,065	9,900	18,699

Purpose of restricted fund:

Big Lottery Fund (Awards for All) awarded to contribute towards the Black History Month and cross-cultural celebration event.

London borough of Enfield and Enfield Voluntary Action grant is funded to support our health and wellbeing activities.

London Community Fund and TOCS partnership funding were to support the Food Bank provision.

14. Support and Governance Cost

	General Support	Governance	Total
	£	£	£
Administration and office costs	1,044	-	1,044
Insurance	-	811	811
Professional fees	-	300	300
Website & IT Expenses	1,204	-	1,204
	2,248	1,111	3,358