

Chinese Community Wellbeing Society
Accounts 2022-23
Year Ending 31st March 2023

Chinese Community Wellbeing Society
Registered Charity Number: 1181750

Formerly known as Bristol and Avon Chinese Women's Group
Registered Charity Number: 1079401

Trustees Report 2022/23

Objects of the charity

To relieve sickness, hardship and distress by providing assistance, advice, representation and services amongst the Chinese community.

To provide or assist in the provision of facilities for recreation or other leisure time occupation for people and their families or for those persons who have need of such facilities by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances in the interests of social welfare with a view to improving their conditions of life.

The advancement of education between the Chinese community and the local community through educational, cultural and social activities.

Board of Trustees

Below are the names of all the Trustees for 2022/23:

Chair: Poh Hooi Teoh
Vice Chair: Amy Yee Kwan Lo
Treasurer: Poh Hooi Teoh (acting)
Secretary: Maria Choi

Trustees: Andy Lee
Lisa Wan
Pauline Winn
Mei Champ

Activities in the Year

All of our activities are for the public benefit.

With the transfer from Bristol and Avon Chinese Women's Group to Chinese Community Wellbeing Society complete, we concentrated on maintaining the financial stability of the organisation, as the country continued its post-covid recovery and the additional challenges brought on by emerging global events.

While there is a significant overspend recorded in the accounts, this was anticipated due to the various grants and contracts that were agreed in the previous financial year and would be offset by funds paid in advance and held as restricted funding.

The reserves remain at a healthy level, with funds held for ongoing covid related work and salary reviews, as well as maintaining a running cost reserve in case they were ever needed.

New funding was identified to develop pilot projects that further enabled people to live longer-healthier lives independently in their own homes and to support new migrants settling in the area.

We were mindful of existing projects coming to the end of their grant agreements or contracts and worked with trusts and foundations to identify ways of continuing this important and much needed work.

Trustees' Responsibilities

Charity regulations require the Trustees to prepare accounts for each financial year that give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.

In preparing those accounts the Trustees are required to:

- Select suitable accounting policies, and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Follow applicable accounting policies, subject to any material departures disclosed and explained in the accounts.
- Prepare accounts on the going concern basis unless it is inappropriate to presume that the charity will keep operating.

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 accounts comply with the Charity Act 2011.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserves Policy

The Trustees will implement a Reserves Policy in accordance with SORP 2015 (Statement of Recommended Practice) FRS 102 once the transfer of assets is complete.

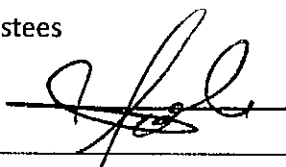

Risk Assessment

The Trustees has conducted a review of the major risks to which we are exposed and these reviews will continue to ensure that they meet the needs of the charity.

Plans for Future Periods

The Trustees will work with the staff to fundraise and deliver support to the East and South East community in the South West as the demographics and their needs continues to evolve.

By order of the Trustees

| | | |
|-----------|---|--|
| Signed: |  |  |
| Name: | <u>Peh Hooi Tooh.</u> | <u>Yee Kwan Lo</u> |
| Position: | <u>Chair.</u> | <u>Trustee</u> |
| Date: | <u>30th October 2023.</u> | <u>30th October 2023</u> |

Independent Examiner's report to the trustees of Chinese Community Wellbeing Society [formerly known as Bristol and Avon Chinese Women's Group]

I report on the accounts of the charity for the year ended 31st March 2023 which are set out on pages 4 to 11

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records [; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Name : Dick Maule F.C.A.

Address : The Cross House South Woodchester GL5 5EL

Date:

12/11/23 3

Chinese Community Wellbeing Society [formerly known as Bristol and Avon Chinese Women`s Group]

**Statement of Financial Activities
for the year ended 31st. March 2023**

| | Unrestricted Funds | Restricted Funds | Total Funds | |
|--|-----------------------|---------------------|----------------|----------------|
| | 2023 | 2023 | 2023 | 2022 |
| | £ | £ | £ | £ |
| Income | | | | |
| Donations | 494 | - | 494 | 515 |
| Membership | 160 | - | 160 | 285 |
| Interest | 1,075 | - | 1,075 | 6 |
| Activities for generating funds | - | | | |
| Fees and translation services | 2,621 | - | 2,621 | 3,423 |
| Income from charitable activities | | | | |
| Grants and contracts | - | 277,979 | 277,979 | 490,267 |
| Total Income | <u>4,350</u> | <u>277,979</u> | <u>282,329</u> | <u>494,496</u> |
| Expenditure | | | | |
| Charitable activities | <u>10,042</u> | <u>342,695</u> | <u>352,737</u> | <u>241,376</u> |
| Total Expenditure | <u>10,042</u> | <u>342,695</u> | <u>352,737</u> | <u>241,376</u> |
| Net income/[expenditure] | (5,692) | (64,716) | (70,408) | 253,120 |
| Reconciliation of funds | | | | |
| Transfers between reserves | 114,755 | (114,755) | - | - |
| Total funds brought forward | <u>80,728</u> | <u>416,540</u> | <u>497,268</u> | <u>244,148</u> |
| Total funds carried forward | <u>189,791</u> | <u>237,069</u> | <u>426,860</u> | <u>497,268</u> |

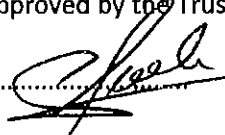

Chinese Community Wellbeing Society [formerly known as Bristol and Avon Chinese Women's Group]

Balance sheet as at 31st. March 2023

| | | 2023 | | 2022 |
|---|-------|------------------|----------------|-----------------|
| | Notes | £ | £ | £ |
| Tangible assets | (2) | | - | - |
| Current assets | | | | |
| Debtors | (4) | 24,644 | | - |
| Cash on hand | | 4,482 | | 50 |
| Cash at bank | | <u>575,801</u> | | <u>546,026</u> |
| | | 604,926 | | 546,076 |
| Current liabilities | | | | |
| Creditors: amounts falling due within 12 months | (3) | <u>(178,066)</u> | | <u>(48,808)</u> |
| Net Current assets | | | <u>426,860</u> | <u>497,268</u> |
| Net assets | | | <u>426,860</u> | <u>497,268</u> |
| Unrestricted funds | | | | |
| General funds | | | 16,791 | 815 |
| Designated funds | (6) | | 173,000 | 79,913 |
| Restricted funds | (5) | | <u>237,069</u> | <u>416,540</u> |
| | | | <u>426,860</u> | <u>497,268</u> |

These financial statements were approved by the Trustees on.....27th Oct. 2023

On behalf of the Trustees



 Lee Kwan Ho.

dated:- 30th Oct 2023

Chinese Community Wellbeing Society [formerly known as Bristol and Avon Chinese Women's Group]

Notes to the accounts for the year ended 31st. March 2023

(1) Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year.

(a) Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. 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) as updated by Update Bulletin 2 and the Charities Act 2011.

The financial statements have been prepared under the historical cost convention.

(b) Fund accounting

[i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

[ii] Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

[iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Income

Income is 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.

[i] Income received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

[ii] Donated services and facilities are included at the value to the charity where this can be quantified.

[iii] The value of services provided by volunteers has not been included in these accounts.

[iv] Investment income is included when receivable.

[v] Income from charitable trading activity are accounted for when earned.

[vi] Income from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

(d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered

[i] Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

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

[iii] All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

Chinese Community Wellbeing Society [formerly known as Bristol and Avon Chinese Women's Group]

Notes to the accounts for the year ended 31st. March 2023

(1) Principal Accounting Policies

(e) Fixed Assets

Fixed assets are written off over the expected useful life of the asset on the straight line basis at 25% per annum.

We have followed paragraph 27 of the Charities SORP (FRS 102). Para 27.12 recommends this treatment when there is a decision by the trustees of an unincorporated charity to establish a charitable incorporated organisation. This change happened on 1st July 2020 when a new CIO was created [number 1182930] The relevant notes have been added to comply with the SORP.

(2) Tangible Assets

| | equipment £ |
|------------------------------------|----------------|
| Cost: | |
| balance brought forward | 20,312 |
| additions in the year | - |
| | <u>20,312</u> |
| Depreciation | |
| balance brought forward | 20,312 |
| charge for the year | - |
| | <u>20,312</u> |
| Net book value at 31st. March 2023 | <u>-</u> |
| Net book value at 31st. March 2022 | <u>-</u> |

(3) Creditors and accruals

| | 2023 £ | 2022 £ |
|------------------|----------------|---------------|
| Deferred grants | 151,037 | - |
| Sundry creditors | <u>27,029</u> | <u>48,808</u> |
| | <u>178,066</u> | <u>48,808</u> |

(4) Debtors and prepayments

| | | |
|----------------|---------------|----------|
| Sundry debtors | <u>24,644</u> | <u>-</u> |
|----------------|---------------|----------|

Chinese Community Wellbeing Society [formerly known as Bristol and Avon Chinese Women`s Group]

Notes to the accounts for the year ended 31st. March 2023

(5) Capital commitments and contingent liabilities

There are none at 31st March 2023.

(6) Movements in funds

| | Balance 1st. April | 2022 Income | Expenditure | Balance Transfers | Balance 31st. March 2023 |
|---|-----------------------|----------------|------------------|----------------------|--------------------------------|
| | £ | £ | £ | £ | £ |
| Unrestricted funds | | | | | |
| Designated Funds | 79,913 | - | - | 93,087 | 173,000 |
| General Fund | 815 | 4,350 | (10,042) | 21,668 | 16,791 |
| | <u>80,728</u> | <u>4,350</u> | <u>(10,042)</u> | <u>114,755</u> | <u>189,791</u> |
| Restricted funds | | | | | |
| Big Lottery Fund: Chinese Lantern Project | 45,925 | 104,917 | (107,556) | - | 43,286 |
| F&N Project | 2,455 | 20,000 | (25,172) | 2,717 | - |
| CSS | 1,254 | 20,469 | (11,566) | - | 10,157 |
| Carers Project | 17,104 | 34,687 | (35,457) | - | 16,334 |
| Casework | 7,282 | 4,812 | (13,603) | 1,509 | - |
| Covid Related | 83,246 | - | - | (83,246) | - |
| Lloyds Foundation | 32,717 | 6,417 | - | (5,742) | 33,392 |
| Enablement Hub | - | 47,472 | (9,650) | - | 37,822 |
| BCC Commission | 8,708 | - | - | (8,708) | - |
| Misc Small Grants | 3,884 | 16,127 | (9,810) | - | 10,201 |
| Drop in Day Centre | 16,470 | - | - | (16,470) | - |
| BNSSG ICB | 187,680 | 20,078 | (127,666) | - | 80,092 |
| Dementia Awareness | 4,815 | - | - | (4,815) | - |
| Women's Resource Centre | 5,000 | 3,000 | (2,215) | - | 5,785 |
| | <u>416,540</u> | <u>277,979</u> | <u>(342,695)</u> | <u>(114,755)</u> | <u>237,069</u> |

£46,000 of the money held in Designated Funds is to cover possible redundancy payments ; £50,000 is designated to support the future running of the Helpline Project, £23,000 for future salary regrading and pay rises and £40,000 for anticipated future Covid work [in 2022 £79,913 in total was designated].

(7) Employee information

| | 2023 | 2022 |
|---------------------|------|------|
| Number of employees | 18 | 16 |

The average weekly number of employees during the year were calculated on the average head count basis.

No employee received emoluments of more than £60,000.

| | £ | £ |
|-----------------------|----------------|----------------|
| Salaries and wages | 263,579 | 201,718 |
| Pension | 8,990 | 3,181 |
| Social security costs | 17,072 | 9,524 |
| | <u>289,641</u> | <u>214,423</u> |

The key management personnel of the charity comprise the trustees, the CEO and the financial officer,
The total employment benefit of the key management personnel was £69,465.

Chinese Community Wellbeing Society [formerly known as Bristol and Avon Chinese Women's Group]

Notes to the accounts for the year ended 31st. March 2023

(8) Trustees Information

| | £ | £ |
|------------------------------------|----------|----------|
| Trustees remuneration and expenses | <u>-</u> | <u>-</u> |

(9) Expenditure

| | Charitable activities £ | Total 2022 £ |
|--|-------------------------------|--------------------|
| Salaries | 289,641 | 214,423 |
| Payroll and professional fees | 2,757 | 1,233 |
| Rent | 10,647 | 6,371 |
| Repairs and renewals | - | - |
| Telephone | 3,640 | 2,647 |
| Publicity | - | - |
| Events and trips | 18,074 | 1,090 |
| Bank charges | 153 | 17 |
| Stationery, postage, photocopying & office | 1,087 | 680 |
| Travel and staff expenses | 886 | 6,680 |
| Subscriptions and affiliations | 7,460 | 856 |
| Meeting costs and volunteer expenses | 3,507 | 89 |
| Non-capitalised equipment | - | - |
| Project expenses | 11,025 | 1,079 |
| Insurance | 2,835 | 1,150 |
| Grant returned | - | - |
| Depreciation | - | - |
| Reporting accountant's fee | 850 | 825 |
| Miscellaneous expenses | - | 3,122 |
| Training | <u>175</u> | <u>1,115</u> |
| | <u>352,737</u> | <u>241,376</u> |

(10) Analysis of net assets between funds

| | General Funds £ | Designated Funds £ | Restricted Funds £ | Total £ |
|-------------------------------|-----------------------|--------------------------|--------------------------|------------------|
| Tangible fixed assets | - | - | - | - |
| Current assets | 194,858 | 173,000 | 237,069 | 604,926 |
| Current liabilities | <u>(178,066)</u> | <u>-</u> | <u>-</u> | <u>(178,066)</u> |
| Net assets at 31st March 2023 | <u>16,791</u> | <u>173,000</u> | <u>237,069</u> | <u>426,860</u> |

Chinese Community Wellbeing Society [formerly known as Bristol and Avon Chinese Women`s Group]

Notes to the accounts for the year ended 31st. March 2023

(11) Additional notes to comply with FRS 102.

**Statement of Financial Activities
for the year ended 31st. March 2022**

| | Unrestricted Funds | Restricted Funds | Total Funds | |
|--|-----------------------|---------------------|----------------|----------------|
| | 2022 | 2022 | 2022 | 2021 |
| | £ | £ | £ | £ |
| Income | | | | |
| Donations | 515 | - | 515 | 240 |
| Membership | 285 | - | 285 | 1,447 |
| Interest | 6 | - | 6 | 54 |
| Activities for generating funds | - | | | |
| Fees and translation services | 3,423 | - | 3,423 | 14,891 |
| Income from charitable activities | | | | |
| Grants and contracts | <u>7,045</u> | <u>483,222</u> | <u>490,267</u> | <u>336,780</u> |
| Total Income | <u>11,274</u> | <u>483,222</u> | <u>494,496</u> | <u>353,412</u> |
| Expenditure | | | | |
| Charitable activities | <u>19,071</u> | <u>222,305</u> | <u>241,376</u> | <u>228,393</u> |
| Total Expenditure | <u>19,071</u> | <u>222,305</u> | <u>241,376</u> | <u>228,393</u> |
| Net income/[expenditure] | (7,797) | 260,917 | 253,120 | 125,019 |
| Reconciliation of funds | | | | |
| Transfers between reserves | 10,000 | (10,000) | - | - |
| Total funds brought forward | <u>78,525</u> | <u>165,622</u> | <u>244,148</u> | <u>119,128</u> |
| Total funds carried forward | <u>80,728</u> | <u>416,540</u> | <u>497,268</u> | <u>244,147</u> |

Chinese Community Wellbeing Society [formerly known as Bristol and Avon Chinese Women's Group]

Notes to the accounts for the year ended 31st. March 2023

(11) Additional notes to comply with FRS 102.

Movements in funds- prior year

| | Balance 1st. April | 2020 Income | Expenditure | Balance Transfers | Balance 31st. March 2022 |
|-----------------------------------|-----------------------|----------------|------------------|----------------------|--------------------------------|
| | £ | £ | £ | £ | £ |
| Unrestricted funds | | | | | |
| Designated Fund | | | | | |
| Running Cost | 77,509 | - | - | 2,404 | 79,913 |
| General Fund | 1,016 | 11,274 | (19,071) | 7,596 | 815 |
| | <u>78,525</u> | <u>11,274</u> | <u>(19,071)</u> | <u>10,000</u> | <u>80,728</u> |
| Restricted funds | | | | | |
| Big Lottery Fund: Chinese Lantern | 35,580 | 102,191 | (81,845) | (10,000) | 45,925 |
| F&N Project | 7,362 | 10,000 | (14,907) | - | 2,455 |
| CSS | 1,254 | 13,806 | (13,806) | - | 1,254 |
| Carers Project | 10,282 | 33,769 | (26,948) | - | 17,104 |
| Casework | 4,882 | 6,197 | (3,797) | - | 7,282 |
| Covid Related | 10,112 | 83,706 | (10,571) | - | 83,246 |
| Lloyds Foundation | 33,217 | 30,000 | (30,500) | - | 32,717 |
| Race Equality Forum | 2,325 | - | (2,325) | - | - |
| Bristol Join Up | 1,503 | - | (1,503) | - | - |
| BCC Commission | 40,000 | 917 | (32,209) | - | 8,708 |
| Misc Small Grants | 3,437 | 4,196 | (3,749) | - | 3,884 |
| Drop in Day Centre | 15,670 | 945 | (145) | - | 16,470 |
| BNSSG ICB | - | 187,680 | - | - | 187,680 |
| Dementia Awareness | - | 4,815 | - | - | 4,815 |
| Women's Resource Centre | - | 5,000 | - | - | 5,000 |
| | <u>165,622</u> | <u>483,222</u> | <u>(222,305)</u> | <u>(10,000)</u> | <u>416,540</u> |