

**ITC Tamil Centre CIO**  
**Charity Registration Number: 1181972**  
**Trustees' Annual Report for the period ending 31 July 2025**

**Trustees' Report**

The trustees who served during the year were as follows:

Dr S Jeganthan	Chairman
Mr S Bhranavaroooban	Secretary
Mr S Velkrishna	Treasurer
Mr A Gangeswaran	
Mr K Kuppuswamy	
Mr K Ilankovan	
Mr N Nagendra	
Dr.P.Vivekanandan	
Mr B Ravindran	
Mr K Sriskanthaverl	
Mr S Arunthavakumaran	
Mr Y Jeyakanth	
Mr V Kuralarasu	
Mr R Balendran	
Mr.P.Satheesan	
Mr.M.Ramanan	

**Structure, governance and management**

ITC Tamil Centre is a Charitable Incorporated Organisation (CIO), governed by a Constitution based on the Charity Commission's Association Model. The Constitution was adopted on 9 February 2019. The charity is registered with the Charity Commission under registration number 1181972.

Trustees are appointed in accordance with the provisions set out in the Constitution and are elected annually at the Annual General Meeting (AGM).

Membership of the charity is open to individuals, corporate bodies, and organisations that are interested in furthering the purposes and objectives of the charity.

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**Structure, Governance and Management**

**Governing Document**

ITC Tamil Centre CIO is governed by its constitution and is managed by a Board of Trustees, who are responsible for the overall governance and strategic direction of the organisation.

**Governance Structure**

The Board of Trustees has overall responsibility for the organisation's management, including policy development, forward planning, financial oversight, quality assurance, and monitoring and evaluation.

The day-to-day operations of the organisation are delegated to part-time administrative staff and teaching staff, who are responsible for delivering programmes and services.#

**Appointment, Induction and Training of Trustees**

Trustees are appointed in accordance with the organisation's governing document.

New trustees receive an induction at the first Board meeting of the financial year. This includes an overview of the organisation's activities, governance responsibilities, and key policies.

Ongoing training and development are provided through presentations and discussions at Trustee Board meetings. Policies and procedures are reviewed on a rolling basis to ensure they remain up to date and effective. Additional governance training is arranged for trustees as required.

**Risk Management and Internal Controls**

The Trustees are responsible for ensuring that the organisation has appropriate systems of internal control, both financial and operational. These systems are designed to provide reasonable assurance against material misstatement or loss.

During the reporting period, Trustees have reviewed the major financial and operational risks facing the organisation and have monitored the implementation of appropriate controls. These measures are intended to safeguard the organisation, its beneficiaries, staff, volunteers, and the wider public.

**Organisational Structure**

The organisation operates with a clear division between governance and operational delivery. Strategic decisions are taken by the Board of Trustees, while operational activities are delivered by staff and volunteers.

## **Objectives and Activities**

### **Strategic Development**

ITC Tamil Centre operates within a strategic framework to achieve its charitable objectives. A business plan was developed following consultation with stakeholders in 2017 and subsequently reviewed and updated in 2019.

The key strategic priorities identified are:

- Building a strong organisational infrastructure
- Improving existing services
- Developing new services
- Strengthening community engagement and participation

### **Policies and Procedures**

The organisation maintains and regularly reviews key policies to ensure effective governance and compliance. These include:

- Financial Control Policy
- Reserves Policy
- Equal Opportunities Policy
- Safeguarding (Child Protection) Policy
- Health and Safety Policy

All policies are reviewed annually or as required.

### **Public Benefit**

The Trustees confirm that they have complied with their duty under Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

As a community-based organisation, ITC Tamil Centre is committed to promoting Tamil language, arts, and cultural heritage for the benefit of the wider community. The organisation strives to remain inclusive, accessible, and responsive to the needs of the diverse communities it serves within the Royal Borough of Kingston upon Thames.

### **Plans for the Future**

The organisation will continue to strengthen its governance, expand its services, and enhance community engagement to ensure it remains relevant and sustainable in meeting its charitable objectives.

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ITC Tamil centre works in collaboration with other strategic organisations within the Borough including Kingston Racial and Equalities Council, Kingston Voluntary Action and Global Arts Kingston.

ITC Tamil Centre also partners in joint activities with the local authority and other community organisations.

**Objectives and activities**

The objects of the charity set out in the governing document are for public benefit, by way of education of the public, and in particular young people, within the Royal Borough of Kingston Upon Thames and its environs, in Tamil culture and its language, arts and heritage by the provision and co-ordination of workshops, courses, events and language classes.

The provision of the above facilities is in the interest of social welfare for recreation or other leisure time occupation of individuals by reason of their youth, age, infirmity, disability, poverty or social and economic circumstances with the object of improving their lives. We are grateful for the many hours volunteers, including member volunteers, have spent in successfully carrying out the above activities.

In order to achieve these objectives ITC Tamil centre organises the following main areas of work in furtherance of its public benefit duties:

**Kingston Tamil School**

For the public benefit to advance education and culture through classes in Tamil language, music, dance, celebration of cultural and all faith festivals

**ITC Fine Arts**

For the public benefit to advance performing arts through provision of workshops in music dance and theatre productions

**ITC Youth Sports Club**

For the public benefit to provide recreational activities through coaching and events in a variety of youth and sporting activities

**Kingston Community Centre**

For the public benefit to provide welfare activities, advice and information for adults



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**Achievements and performance**

Between August 2024 and July 2025, ITC Tamil Centre has worked and executed the following activities:

- Classes every Saturday in Tamil language, vocal and variety of instrumental music and South Indian dance based at Tolworth Girls School in line with main stream school term dates.
- Regular talks/ speeches about Tamil heritage and culture by scholars
- Running workshops leading to performances
- Football / Netball / Cricket practices on weekends and summer vacation.
- Participating in friendly matches
- Running keep fit classes
- Providing advice and information

**Our events:**

The events listed below are those we organise annually which are key to advance and educate the public in our rich culture and traditions by encouraging our students to showcase what they have learnt in a classroom environment. They are well attended by parents, friends and local diverse communities. Other local community/cultural organisations are invited to attend and learn about our traditions and culture. The events are free of charge and a small fee is charged for some events to cover the cost.

**Medical camp – 28 September 2024**

ITC Community Centre organised a free cancer awareness seminar for parents and young people, focusing on the importance of recognising early signs and symptoms, understanding different types of cancer, and promoting prevention and early detection.

The session was delivered by medical professionals associated with the NHS, who provided valuable information and answered questions from attendees.

The seminar helped raise awareness, address common concerns, and support families in making informed decisions about their health and wellbeing.

**Navarathiri - 12 October 2024**

In tradition with our culture, we celebrated this 'festival of nine nights' on Saturday, 12 October 2024 on the tenth day of Navaratri. All performances are given by our Tamil School students and with the support of our teachers. The traditional Navarathri food is also served as part of the celebrations. This event was well attended by all communities.

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Annual Innovation Talent show and Deepavali Celebration -16 November 2024

Our programme, "Innovations", was held at Tolworth Girls' School to coincide with the Diwali celebrations. The event aimed to showcase and educate the wider community in traditional and classical fine arts.

It was a vibrant and engaging occasion featuring music, dance, and orchestral performances by students and emerging artists. The programme also embraced inclusivity by inviting other communities and organisations to share and celebrate their cultural traditions.

This year's event incorporated a talent show format, encouraging friendly competition and helping to identify and nurture talent within the community. Participants demonstrated a wide range of abilities across music, dance, and instrumental performance, highlighting the depth of creativity and artistic potential among young people.

Overall, "Innovations" provided a valuable platform for cultural exchange, artistic development, and community engagement, while celebrating the spirit of Diwali.

Sports Awards Night – 7 December 2024:

The netball / football players who participated and performed well in tournaments with other organisations were awarded trophies and certificates for their performances. This is to award the winners and motivate them to perform better.

Christmas celebrations – 14 December 2024:

ITC has an equal opportunity policy to embrace and respect all cultures and faiths. This programme was organised during the day mainly for the children and parents to reflect the spirit and traditions of Christmas. Children performed nativity plays, songs and talks about Christmas. Father Christmas also joined and gave presents to the children.

Thai Pongal - 18 January 2025

Organised during the day at our school nearest Saturday to the Thai Pongal day. Children are encouraged to learn about this auspicious festival and participate in related activities. We hold drawing competition for our school children, to bring out their imagination about the purpose of and how the Pongal celebration is carried out. Further we exhibit how a typical Pongal would be celebrated with a display with "Kolam, Pot, etc". We end the day with serving the traditional 'Thai Pongal Pukkai' and other short-eats "Vadai, Kadali" etc. Parents of students and local residents from various communities attend and enjoy the traditions.

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Kingston Heritage Festival 2025 – 19 January 2025

ITC Tamil Centre's object is education of the public in Tamil culture and its language, arts and heritage. Kingston Heritage group organised a Tamil Heritage festival to celebrate Thai Pongal (Harvest festival) and the heritage month on 19th January 2025. It is a collaborative event of Community Centre for Development and the Tamil Schools including Kingston Tamil School with Kingston Council. It was a successful event held in the Richard Challoner School in New Malden with a parade, Tamil traditional music, dance and heritage exhibition.

Medical camp – 25 January 2025

ITC Community Centre organised a free vaccination awareness seminar for parents and young people, focusing on the importance of the flu and COVID-19 vaccines. The session was delivered by medical professionals associated with the NHS.

The seminar helped raise awareness, address common concerns, and support families in making informed decisions about vaccination.

Medical camp – 8 March 2025

ITC Community Centre organised a free HPV vaccination awareness seminar for parents and young people, highlighting the importance of the HPV vaccine. The session was delivered by medical professionals associated with the NHS.

The NHS speakers provided clear and informative guidance on:

- What HPV is, Why it is important to be aware of it, How it is transmitted
- How individuals can protect themselves, including the benefits of vaccination

The seminar helped raise awareness, address common concerns, and encourage informed decision-making among families.

39<sup>th</sup> Anniversary Cultural Evening – 29 March 2025

The anniversary cultural show was organised on 29 March 2025. The performances were given by our Tamil School students who have been attending regular classes throughout the year. The items performed were traditional dramas, speeches, poetry readings, storytelling, vocal, instrumental music, Bharatha Natyam dance and traditional tales presented as a puppet show. This programme was held at Tolworth Girls' school large hall. Sir Ed Davey MP for Kingston and Surbiton, Mr. John Azah CEO of Kingston Race and Equalities Council and Parents and local residents from diverse communities also attended.



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Sports day - 5 July 2025

Although we are a cultural organisation, yet we still encourage our students to be physically active and fit. Our annual sports day was organised on 5 July 2025 at the sports ground in Tolworth Girls School to give them that opportunity to participate in sports activities. It was a competitive event between three inter-houses and is contested in athletics, football and netball. It is the first outdoor event for many of our students. They thoroughly enjoyed the participation in athletic and fun races.

Financial review

As at 31 July 2025 the cash at bank was £52k in Unrestricted Funds. The funds are held to cover ongoing operational costs in the event of a loss of income and to meet any unforeseen expenditure and winding down costs that may occur in line with the reserve policy.

Reserves Policy

The main aim of the Trustees is to ensure that ITC Tamil Centre holds adequate reserves for working capital purposes and has sufficient funds to meet contractual liabilities and winding down costs, were the organisation to close. This includes redundancy pay, were there to be any employees, amounts due to creditors and commitments under contracts.

In addition to the contingency reserve, the current general unrestricted will be used for administration and running costs, as well as fundraising and project planning.

The main sources of income for the period ended 31 July 2025 has been tuition fees, and fund raising events.

~~The Trustees declare that they have approved the above Trustees' report.~~

ITC Tamil Centre CIO  
Registered charity No. 1181972  
Registered office:  
20 Beechcroft Avenue  
New Malden  
Surrey KT3 3EG

Dr S Jeganthan  
Chairman



**ITC Tamil Centre CIO**

**Trustees' Annual Report for the year ended 31 July 2025**

**Registered charity number 1181972**

**Statement of Financial Activities for the year ended 31 July 2025**

	<b>2,025</b>	<b>2,024</b>
	<b>Total</b>	<b>Total</b>
	<b>funds</b>	<b>funds</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Donations	1,869	1,480
Membership subscriptions	3,165	3,850
Administrative Contribution	0	610
Tuition, Training and match fees	19,946	29,122
Net Ball	15,305	15,734
Sports Day	2,281	5,681
Sports Night	2,216	3,038
Cultural Show	3,205	6,292
Yoga Class	175	355
Canteen Income	2,355	0
Talent Show	0	822
Finearts Classes Rent received	3,390	3,871
Hall Hire	500	690
Web Advert Received	0	280
Interest	244	135
Exame Fees	200	3,883
Other income	2,447	1,367
<b>Total income</b>	<b>57,298</b>	<b>77,210</b>
<b>Expenditure</b>		
Venue hire and rental	15,821	20,628
Cultural Show expenses	2,318	3,651
Net Ball Expenses	16,104	15,295
Sports Day	2,347	4,665
Sports Night	2,069	2,256
Talent Show and other expenses	0	169
Teaching and coaching costs	13,082	14,521
Sundry	2,172	1,554
Stationery	103	199
Microsoft Maintenance	516	550
Insurance	736	699
Exame Fees	178	3,883
Card Charges	316	393
Depreciation	121	152
Bad debt written off	100	1,225
Administration	625	1,337
<b>Total expenditure</b>	<b>56,607</b>	<b>71,177</b>
<b>Net income for the period to 31 July 2025</b>	<b>691</b>	
Unrestricted funds b/fd	<b>48,672</b>	<b>48,672</b>
Add: Community centre Balance B/F	<b>0</b>	<b>0</b>
<b>Unrestricted funds carried forward as at 31 July 2025</b>	<b>49,363</b>	<b>48,672</b>

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Registered charity number 1181972  
Balance Sheet as at 31 July 2025

	2,025 Total funds £	2,024 Total funds £
<b>Fixed assets</b>		
	485	606
<b>Current assets</b>		
Stock	1,534	575
Debtors	2,346	2,900
Cash at bank	50,387	50,644
Cash in hand	931	939
<b>Total current assets</b>	<b>55,198</b>	<b>55,058</b>
less:		
<b>Current liabilities</b>		
Trade creditors - amounts falling due within one year	2,809	4,047
Accrued expenses	566	
<b>Total current liabilities</b>	<b>3,375</b>	<b>4,047</b>
<b>Net current assets</b>	<b>51,823</b>	<b>51,011</b>
<b>Total assets</b>	<b>52,308</b>	<b>51,617</b>
<b>Charity's Funds:</b>		
<b>Designated Special purposes fund</b>		
Balance brought forward from Last Year	2,945	2,945
	0	0
	<b>2,945</b>	<b>2,945</b>
<b>Unrestricted funds</b>		
Balance brought forward from Last Year	48,672	48,672
Add: Community centre Balance B/F	0	0
Surplus for the period to 31 July 2025	691	0
	<b>49,363</b>	<b>48,672</b>
<b>Total Unrestricted Funds</b>	<b>52,308</b>	<b>51,617</b>

The accounts of the charity have been prepared under the accruals concept and in accordance with the Charities Act.

There are five divisions within the charity:

Tamil Centre  
Kingston Tamil School  
Youth Sports Club  
Fine Arts  
Community Centre

As stated in the Trustees' Report, ITC Tamil Centre CIO was previously registered as a limited company with Companies House, registration number 4217416. The assets and liabilities of the company were transferred to the charity which was registered with the Charity Commission on 11 February 2019.

For the year ended 31 July 2025 the charity did not have any Restricted or Endowed funds and approved by Trust Board on 16th August 2025.

Signed on behalf of all the Trustees:



Dr Jegandan  
Chairman

06/12/2025  
Date:



Mr Velkrishna  
Treasurer



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

Section A

### Independent Examiner's Report

Report to the trustees

ITC TAMIL CENTRE CID

On accounts for the year  
ended

31/07/2025

Charity no  
(if any)

1121972

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

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 Trust's accounts carried out under section 145 of the 2011 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

27/08/2025

Name:

Saranraj Sivasubramanian

Relevant professional  
qualification(s) or body

Association of Chartered Certified Accountants



(if any):

Address:

## Section B

### Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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