

Lambeth Chinese Community Association

(A Charitable Incorporated Organisation)

Annual Report and Financial Statements

For the year ended 31 March 2022

**A Charitable Incorporated Organisation
Number: 1188688**

Lambeth Chinese Community Association

Trustees' Annual Report and Financial Statements

for the year ended 31 March 2022

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Lambeth Chinese Community Association

Trustees' Annual Report for the year ended 31 March 2022

The Trustees of the charity present their Annual Report and Accounts for the year ended 31 March 2022.

1. Reference and Administrative Details

Name of Charity: Lambeth Chinese Community Association

Charitable Incorporated Organisation Number: 1188688

Registered & Operational Office: 69 Stockwell Road
London
SW9 9PY

Bankers: HSBC Bank Plc
28 Borough High Street
London
SE1 1YB

Accountants: Samuel & Associates
36 Charcroft Gardens
Enfield
Middlesex
EN3 7HA

Reporting Accountants Ellisons
Chartered Certified Accountants
92 Avon Road
Upminster
Essex
RM14 1RF

The trustees who served during the period to the date of this report are:

Ms Teresa Ng	Chair	elected 10.11.2009
Ms Magdeleine Chia	Vice-Chair	elected 10.11.2009
Ms Sin Ying Hau	Secretary	elected 10.11.2009
Ms Stella Lee	Member	elected 16.11.2010
Ms Julia SY Chen	Member	elected 08.01.2019
Ms Christine Tan	Member	elected 21.01.2014

Lambeth Chinese Community Association Trustees' Annual Report for the year ended 31 March 2022

2. Structure, Governance and Management

Governing Document

Lambeth Chinese Community Association was first registered as a charity and incorporated as a company limited by guarantee on 14 July 1989. Lambeth Chinese Community Association is also known and referred to as LCCA. On 20 March 2020, LCCA was converted from Company Limited by Guarantee into a Charitable Incorporated Organization (CIO), with the same name and also registered with the Charity Commission for England and Wales number 1188688, with no member liability.

Appointment and induction of Trustees

LCCA has adopted the Charitable Incorporated Organization (CIO) constitution and is governed by its Executive Committee (Trustees) whose members are elected annually at the Annual General Meeting or co-opted by the Trustees.

Organisational Structure

LCCA is governed by its Executive Committee which is responsible for setting the strategic direction and policies of the charity. The Executive Committee carry the ultimate responsibility for the conduct of LCCA and for ensuring that the charity satisfies its legal and contractual obligations. Trustees meet every three months and delegate the day-to-day operations of the organisation to senior management.

Related Parties

LCCA Domiciliary Care Service is a registered charity with the Care Quality Commission (CQC). It has a contract with Lambeth Social Services and spot contracts with Wandsworth and Southwark Social Services. LCCA also co-operates with the UK Association of Chinese Schools in the running of its Saturday Chinese School.

LCCA premises was purchased from Lambeth Council in October 2005.

Major risks

Trustees recognise that any major risks to which the charity is exposed need to be reviewed and systems put in place to mitigate those risks. To that end LCCA is continually monitoring and managing its risk, reviewing the corporate risk register and ensuring action plans are in place to mitigate its key risks.

Included in external risks is that of the loss of funding. The effects of this have been minimised by the procedures in place, which have resulted in funding being secured from a variety of sources including contracts with local authorities. The charity continues to seek to diversify its funding sources. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

Lambeth Chinese Community Association Trustees' Annual Report for the year ended 31 March 2022

3. Objectives and Activities

Objects

The objects of the charity are:

- (1) To advance the education among the inhabitants of the London Borough of Lambeth, in particular among members of the Chinese community, and to advance the education of the public in Chinese history, art, culture and traditions.
- (2) To provide or assist in the provision of facilities for the recreation and other leisure time occupation for the inhabitants of the London Borough of Lambeth and in particular in the interests of social welfare and with the objects of improving their conditions of life.
- (3) To relieve poverty, sickness, and distress among members of the Chinese community in the London Borough of Lambeth.
- (4) To work towards the elimination of racial discrimination and the promotion of good relations between persons of different ethnic origins residing or working in the London Borough of Lambeth.

The Charity aims to be the first point of contact in Lambeth and the surrounding boroughs for those Chinese who need assistance, advice and support in their daily lives in a foreign land. We aim to help the elderly Chinese in particular to fight isolation and ill-health and provide a welcoming presence in our areas of operation for that purpose.

We have adopted the strategies of direct provision of services and support by ourselves and in collaboration with statutory authorities in the boroughs we operate in.

Since 23 March 2020 due to pandemic lockdown restrictions, our centre has suspended all centre-based services and activities including:

Information & Signpost Services

We assist member users to access the areas of service including hospital and medical appointments, housing repairs, over-the-phone interpretation, referrals, housing & council tax benefit enquiries and general information and signpost.

Older People and Health Project

We aim to provide social and recreational activities to alleviate the members from poverty, ill health and loneliness in the community. Activities include luncheon club, exercise, Tai Chi, day outings, residential trips, health seminars, etc.

Learning Programmes

Classes include Mandarin language, English language, and cooking workshops.

Festival Celebrations:

Dragon Boats, Mooncake, Birthday parties, welcoming Chinese New Year.

Fundraising events

Dumplings making and foods selling.

Training

Training sessions for carers and volunteers to update their knowledge and skills.

Lambeth Chinese Community Association Trustees' Annual Report for the year ended 31 March 2022

On the other hand, the following two projects were carried out well without disruptions.

Domiciliary Care Services

The main purpose for the service is to facilitate and improve the health and well-being for those elderly Chinese and Vietnamese residents of south London who are often isolated and lead socially excluded lives.

During the Covid-19 crisis, the project was facing an extremely challenging time. We appreciated all of our extraordinary carers who continued to play such a vital role and to provide hours to the housebound users without service disruptions. During the pandemic, we were able to provide sufficient PPE for our care workers as health and safety were the priority concerns to our workers. In order to sustain continuity of care for the vulnerability in the community an Infection Control Fund from the Lambeth Adult Social Care was available for those care workers if they were unable to carry out their duties due to Coronavirus isolations.

In the year, we delivered a total of 8,086 (2020/21: 9,062) for 15 clients (2020/21: 20). The project's turnover amounted to £146,647 (2020/21: £156,205), which had a drop of 6.2% compared with the previous year. Our future objectives and targets are to recruit more carers and provide them with more training to strengthen our work force.

Saturday Weekend Chinese School

Lambeth Chinese School is an award-winning non-profit Chinese school in Lambeth, London and takes place at St Martin in-the-Field High School in Tulse Hill, with pupils aged 5-16 years old. The classes are taught in simplified Chinese. During the pandemic period, the weekend school was replaced by online learning. After all lockdown was lifted, we returned to St Martin School for classroom teaching since September 2021. The Management would like to thank the Headteacher, teachers and students for their hard work during the turbulent year.

4. Financial Review

Financial Position

Incoming Resources in the year amounted to £189,217 (2020/21 - £195,750).

A deficit of £51,298 was made in the year (2020/21- £11,272). At 31 March 2022 total funds amounted to £248,041 (2020/21 - £299,339)

Reserves Policy

The trustees are required to ensure that free monies are available in each financial year to meet any reasonably foreseeable contingency. The charity will maintain a projection of income for at least one year ahead and will ensure that this continues to be derived from as wide a variety of sources as possible. They will take all necessary steps to ensure that at no time within this period would it be possible for the cessation of one or more funding streams to present so serious a challenge to the future of the organisation that it could not be managed so as to continue to provide a best value service.

In reviewing the potential costs that could arise should a significant reduction in income be suffered, the trustees have determined that 'free' reserves should be maintained equal to 12 months of unrestricted total operating expenditure. Free reserves are defined as total free reserves less net fixed assets. This is equivalent to £143,104 in the year.

Lambeth Chinese Community Association Trustees' Annual Report for the year ended 31 March 2022

The amount of the current expenditure of £240,515 is above the required level of reserves and the trustees will continue to make the effort to achieve surpluses in future years to contribute towards achieving this aim.

Principal Funding Sources

The Trustees extend their gratitude to the following **partners and sponsors and donors** who continue to support the charity.

Partnerships & Networking

Lambeth Adult & Social Care Services
Wandsworth Adult & Social Care Services
Southwark Adult & Social Care Services
UK Association of Chinese Schools
St Martin-in-the-Field Girls' School
Morley College and Stockwell Centre

Project

Domiciliary Care
Domiciliary Care
Domiciliary Care
Chinese Language School
Chinese Language School
Tai Chi Classes and AGM

Appeal Funds

Marlene & Claude Ah Yow	Mr & Mrs M Fok	Tin Wo Ho	Mr & Mrs Tong
Mr & Mrs George Eury	Eddie & Ann Wong	Kok Wai Ho	Kar & Sien Cheng
Mr & Mrs Margaret Lue	Chui Mui Cheung	Lily Chan	Mary Sangodipe
Gerrard & Monique SY-Yan	Chuen Ho Tang	Lisa Liu	Shiu Yu Kwok
Mrs Kwai Ying Lee-Law	Mui Ha Man	Cecile Lau	Pansy Thomas
Simon Ng Yan Kwong	Shirla Chan	A.C. Lau	Enid Brewster
Marlene & Jimmy Li	Han Mui Wong	Joe Lee	Yim Fong Leung
Diane & Henry How	Yin Man Tang	Wendy Yang	George Chan
Lena & Francis Wong	Shui Lin Poon	Wai Fong Lo	Teresa Kwong
Fee Fong & Stenio Eastor	Ann Callaway	Hei Tai Lau	Julia Chen
Mr & Mrs A Haw			

Lambeth Chinese Community Association Trustees' Annual Report for the year ended 31 March 2022

5. Future Plans

After the 2021 post-COVID period, the UK has experienced more uncertain times of post-Brexit and the Ukraine war. The global economy has met with multiple problems in 2022. Inflation goes up, cost of living increases, interest rate goes up, economy is plummeting, and the country seems heading to a summer of discontent and even worst, possibly a recession. Being a charity organization LCCA is facing a real economic problem. In addition, after the shutdown of the centre, the management and most older members seemed to be distancing themselves from the Association and all its activities. To keep the LCCA afloat it is essential to recruit new and younger members. To restart all centre activities has become the priority and is a real challenge.

The immediate strategic plans for the Association will be:

- Explore areas of financing and sharing of resources to reduce costs.
- Resume all the regular services and activities to the member users as early as we can.
- Recruit more staff members to help meet the younger and new members' needs.
- Continue to fund and expand the Older People Project with our reserves.
- Seek every effort to secure more income resources.
- Work closely with local communities to develop new and/or extend existing projects.
- Expand further training provisions for care workers and volunteers to update their caring skills to meet the CQC requirements.
- Recruit more experienced teachers and maintain good national standards for the Saturday Chinese School.

On behalf of the Board



Ms Teresa Ng
Chair

28 July 2022

Independent Examiner's Report to the Trustees of Lambeth Chinese Community Association

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2022 which are set out on pages 8 to 16.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts carried out under section 145 of the Act. In carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

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

1. accounting records were not kept as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Henry M Adjetey FCCA
ELLISONS
92 Avon Road
Upminster
Essex RM14 1RF

28 July 2022

Lambeth Chinese Community Association

Statement of Financial Activities (Incorporating an Income and Expenditure Account) For the year ended 31 March 2022

	Notes	Unrestricted	2022	2021
		£	£	£
Income				
Donations and legacies	2	548	548	-
Other	2	22,370	22,370	14,000
Investment income	3	13	13	548
Income from charitable activities				
Education and awareness	4	18,375	18,375	16,905
Health and poverty reduction	5	<u>147,911</u>	<u>147,911</u>	<u>164,297</u>
Total income and endowments		<u><u>189,217</u></u>	<u><u>189,217</u></u>	<u><u>195,750</u></u>
Expenditure				
Expenditure on charitable activities				
Education and awareness	6	21,214	21,214	15,263
Health and poverty reduction	7	<u>219,301</u>	<u>219,301</u>	<u>191,759</u>
Total Charitable Expenditure	8,9	240,515	240,515	207,022
Total expenditure		<u><u>240,515</u></u>	<u><u>240,515</u></u>	<u><u>207,022</u></u>
Net income/(expenditure) for the year before transfers	10	(51,298)	(51,298)	(11,272)
Reconciliation of funds				
Total funds brought forward		<u>299,339</u>	<u>299,339</u>	<u>310,611</u>
Total funds carried forward	14	<u><u>248,041</u></u>	<u><u>248,041</u></u>	<u><u>299,339</u></u>

Lambeth Chinese Community Association

Balance Sheet

As at 31 March 2022

	Notes	Unrestricted £	2022 £	2021 £
Fixed Assets				
Tangible assets	11	104,937	104,937	111,085
Current Assets				
Debtors	12	11,069	11,069	26,477
Cash at bank and in hand		<u>147,337</u>	<u>147,337</u>	<u>179,101</u>
		158,406	158,406	205,578
Creditors: Amounts due within one year	13	<u>15,302</u>	<u>15,302</u>	<u>17,324</u>
Net current assets		<u>143,104</u>	<u>143,104</u>	<u>188,254</u>
Net assets		<u>248,041</u>	<u>248,041</u>	<u>299,339</u>
Funds of the Charity				
Unrestricted	14		<u>248,041</u>	<u>299,339</u>
			<u>248,041</u>	<u>299,339</u>

The financial statements were approved by the Trustees on 28 July 2022 and signed on their behalf by:



Ms Julia SY Chen
Trustee

CIO number **1188688**

Lambeth Chinese Community Association

Notes to the accounts

1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

a) Basis of Preparation

The financial statements have been prepared under the historical cost convention in accordance the Statement of Recommended Practice (SORP): Accounting and Reporting by Charities, issued in March 2005.

b) Company Status

The Charity is a Charitable Incorporated Organisation (CIO). The trustees of the charity are named on page 1. In the event of the Charity being wound up, members have no liability.

c) Fund Accounting

Unrestricted Funds comprise accumulated surpluses and deficits on general funds that are available for use at the discretion of the Trustees in furtherance of the Charity's objects and that have not been designated for other purposes.

Restricted Funds are funds subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

d) Incoming Resources

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when

- the charity becomes entitled to the resources
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

e) Resources Expended

Recognition of Expenditure and Liabilities

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Expenditure is recognised on an accruals basis as a liability is incurred.

Costs of Charitable Activities

These comprise those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. They include both costs that can be directly allocated to the charity's activities and costs of an indirect nature necessary to support these activities.

Lambeth Chinese Community Association

Notes to the accounts

Governance Costs

These are the costs associated with the governance arrangements of the charity. They include the costs of the preparation and examination of statutory accounts, trustees' meetings and the costs of any legal advice given to trustees on governance or constitutional matters.

All costs are charged between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity (or project) are allocated directly; others are apportioned on an appropriate basis.

f) Volunteer Help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report, where material.

g) Fixed Assets

Tangible Fixed Assets for charity's own use

These are capitalised if they can be used for more than one year and cost at least £500. They are valued at cost or, if gifted, at the value to the charity on receipt.

A fixed asset acquired fully or partly from a restricted grant is included at its full cost of acquisition without netting off the grant proceeds and the grant reported as an incoming resource. Where the use of the asset such acquired is not restricted by the grantor, an amount equal to the grant is transferred into a designated fund to be written off over the useful life of the asset in accordance with the recommendations of SORP 2005, paragraph 111.

h) Depreciation

Freehold Land & Buildings are not depreciated in view of their high level of maintenance. Other Tangible Fixed Assets are depreciated so as to write off their cost less any estimated residual value over their useful lives at the following rates:

Freehold property	50 years
Improvement to building	15% reducing balance.
Other fixed assets	15% reducing balance.

Lambeth Chinese Community Association
Notes to the accounts

2. Donations and legacies	Unrestricted	2022	2021
	£	£	£
Gifts and donations	397	397	-
Membership dues	151	151	-
	<u>548</u>	<u>548</u>	<u>-</u>
Employment allowance	4,000	4,000	4,000
Covid grants	6,470	6,470	10,000
Work Retirement Retention (WRR) grants	11,900	11,900	-
	<u>22,370</u>	<u>22,370</u>	<u>14,000</u>
3. Investment income	Unrestricted	2022	2021
	£	£	£
Bank interest received	13	13	548
4. Education and Awareness	Unrestricted	2022	2021
	£	£	£
Chinese School Project	18,375	18,375	16,905
Total	18,375	18,375	16,905
5. Health and poverty	Unrestricted	2022	2021
	£	£	£
Domiciliary Care	147,911	147,911	164,297
Total	147,911	147,911	164,297

Lambeth Chinese Community Association
Notes to the accounts

6. Education and Awareness

	Unrestricted	2022	2021
	£	£	£
Chinese School Project	21,214	21,214	15,263
	<u>21,214</u>	<u>21,214</u>	<u>15,263</u>

7. Health and Poverty Reduction

	Unrestricted	2022	2021
	£	£	£
Domiciliary Care	213,942	213,942	190,304
Day Care Services-Old People's Project	5,359	5,359	1,455
	<u>219,301</u>	<u>219,301</u>	<u>191,759</u>

8. Total Charitable Expenditure

	Unrestricted	2022	2021
	£	£	£
Direct expenditure			
Direct programme costs	14,565	14,565	14,114
Direct Staff costs	176,960	176,960	168,277
Total direct costs	<u>191,525</u>	<u>191,525</u>	<u>182,391</u>
Support costs (based on staff time)			
Support Staff costs	10,051	10,051	6,665
Premises costs	26,569	26,569	3,985
Office costs	7,948	7,948	9,568
Governance costs	4,421	4,421	4,413
Total support costs	<u>48,990</u>	<u>48,990</u>	<u>24,631</u>
Total Charitable Expenditure	<u>240,515</u>	<u>240,515</u>	<u>207,022</u>

Lambeth Chinese Community Association
Notes to the accounts

9. Governance costs

	Unrestricted	2022	2021
	£	£	£
Professional fees	2,000	2,000	2,000
External scrutiny fees	2,400	2,400	2,400
AGM and sundry expenses	21	21	13
	<u>4,421</u>	<u>4,421</u>	<u>4,413</u>

10. Net movement in funds for the year

	Unrestricted	2022	2021
	£	£	£
The surplus/(deficit) for the year is after charging:			
Depreciation	6,148	6,148	2,402
External scrutiny fees	2,400	2,400	2,400
Staff costs-gross salaries and wages	165,444	165,444	165,444
Social security and pension costs	<u>12,743</u>	<u>12,743</u>	<u>12,743</u>

11. Tangible fixed assets

	Freehold property	Plant and machinery	Furniture & fittings	Total
	£	£	£	£
Cost				
At 1 April 2021	<u>159,711</u>	<u>13,019</u>	<u>10,297</u>	<u>183,027</u>
At 31 March 2022	<u>159,711</u>	<u>13,019</u>	<u>10,297</u>	<u>183,027</u>
Depreciation				
At 1 April 2021	49,494	12,645	9,803	71,942
Charge for the year	<u>6,018</u>	<u>56</u>	<u>74</u>	<u>6,148</u>
At 31 March 2022	<u>55,512</u>	<u>12,701</u>	<u>9,877</u>	<u>78,090</u>
Net book value				
At 31 March 2022	<u>104,199</u>	<u>318</u>	<u>420</u>	<u>104,937</u>
At 31 March 2021	<u>110,217</u>	<u>374</u>	<u>494</u>	<u>111,085</u>

Lambeth Chinese Community Association
Notes to the accounts

12. Debtors

	Unrestricted	2022	2021
	£	£	£
Trade debtors	9,540	9,540	21,944
Prepayments	1,529	1,529	4,533
	<u>11,069</u>	<u>11,069</u>	<u>26,477</u>

13. Creditors: amounts due within one year

	Unrestricted	2022	2021
	£	£	£
Trade creditors	913	913	10
Accruals	5,326	5,326	4,826
PAYE and pension	2,663	2,663	3,374
Sundry creditors - Covid refund due	6,400	6,400	6,400
Deferred income - School fees	-	-	2,714
	<u>15,302</u>	<u>15,302</u>	<u>17,324</u>

14. Movements in reserves

	Balance at 1 April 2021	Incoming resources	Outgoing resources	Balance at 31 March 2022
	£	£	£	£
Unrestricted funds	299,339	189,217	(240,515)	248,041
Total funds movements	<u>299,339</u>	<u>189,217</u>	<u>(240,515)</u>	<u>248,041</u>