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**SOUTH ESSEX AFRICAN CARIBBEAN ASSOCIATION**  
(A charitable incorporated organization)

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**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE PERIOD ENDED 31 AUGUST 2021**

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**SOUTH ESSEX AFRICAN CARIBBEAN ASSOCIATION**  
(A charitable incorporated organization)

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**CONTENTS**

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	Page
<b>Reference and administrative details of the Charity, its Trustees and advisers</b>	1
<b>Trustees' report</b>	2 - 7
<b>Statement of financial activities</b>	8
<b>Balance sheet</b>	9 - 10
<b>Notes to the financial statements</b>	11 - 15

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**SOUTH ESSEX AFRICAN CARIBBEAN ASSOCIATION**  
(A charitable incorporated organization)

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE PERIOD ENDED 31 AUGUST 2021**

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**Trustees** Josephine Melville, Chair (appointed 19 August 2019)  
Sarah Jago (appointed 19 August 2019)  
Shauna Creary (appointed 19 August 2019)  
Patrick Graham (appointed 19 August 2019)  
Tanesha Baxter (appointed 19 August 2019)

**Charity registered number** 1190932

**Registered office** 44 Ditton Court Road  
Westcliff-On-Sea  
Essex  
SS0 7HF

**Accountants** SMG Business Accountants Ltd  
Chartered Certified Accountants  
Spaceworks  
25 Cabot Square  
London  
E14 4QZ

**Bankers** Lloyds Bank Plc  
Po Box 1000  
BX1 1LT

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**SOUTH ESSEX AFRICAN CARIBBEAN ASSOCIATION**  
**(A charitable incorporated organization)**

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**TRUSTEES' REPORT**  
**FOR THE PERIOD ENDED 31 AUGUST 2021**

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The Trustees present their annual report together with the financial statements of the South Essex African Caribbean Association for the period 19 August 2020 to 31 August 2021. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

**Objectives and activities**

**a. Policies and objectives**

The objectives of the Charity are:

- To advance the education of the public in the arts, crafts, culture, history and heritage of the African Caribbean community in Britain.
- To promote for the benefit of the inhabitants of South Essex and surrounding area with provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE PERIOD ENDED 31 AUGUST 2021**

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**Objectives and activities (continued)**

**b. Activities undertaken to achieve objectives**

To achieve its objectives the Charity:

- Creates and delivers various projects for the community to educate and inform on some of the African Caribbean experiences in Essex.
- Collates oral history stories from the Windrush Generation to be included in an immersive site specific exhibition.
- Organizes International Women's Day events celebrating Black Female Entrepreneurs.
- Provides information on sickle cell disease and thalassaemia syndromes which adversely affect more people of colour.
- Showcases the lived experiences of prominent people of African and Caribbean heritage in Britain
- Creates projects which capture local perspectives on the health and wellbeing of Essex residents and the devastating effect of the Corona Virus during and throughout the pandemic.

**c. Main activities undertaken to further the Charity's purposes for the public benefit**

The charity continues to plan its activities to serve all areas of our community with an inclusive commitment to all age groups, without discrimination of race, sex, political or religious beliefs.

We advance the education of the public in the arts, crafts, culture, history and heritage of the African Caribbean community in Britain through our various projects and events.

We promote for the benefit of the inhabitants of South Essex and surrounding area with provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

**Achievements and performance**

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**SOUTH ESSEX AFRICAN CARIBBEAN ASSOCIATION**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE PERIOD ENDED 31 AUGUST 2021**

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**Achievements and performance (continued)**

**a. Main achievements of the Charity**

**International Women's Day**

The amazing team of SEACA in collaboration with Dr Winifred Eboh and Adjuah Ebo put the call out to female entrepreneurs throughout Essex and had the opportunity to platform some stunning and brave women in business showcasing their products

Over 30 Black Women of color coming together for the first time, showcased their businesses in an Essex event with over 100 people in attendance

**Stepping out Project**

A South Essex African Caribbean Association and Label Free Creativity, Covid 19 recovery project, supporting African / Caribbean elders and others within the community, who were experiencing social isolation, through the pandemic, which was affecting their mental health and wellbeing during the Covid- 19 Lockdown.

The participants were given the opportunity to share their stories and the roller-coaster of experiences and emotions to try and alleviate the anxiousness and fear of what the future would hold.

Also exploring online sharing of experiences, during the lockdown, capturing their stories and conversations through recordings via zoom, telephone/mobile and online social media platforms. Sharing these stories and highlighting the issues, experiences, impact and the effect on mental wellbeing (e.g. not able to meet family members or leave their houses) We factored in hosting online activities with the BAME elders. These recordings were then presented through online exhibitions on our website. Through these stories, we raised the need for further support for these communities with other agencies including Age UK, MIND, Social Services, and the NHS.

**Evewright Tilbury Walkway of Memories Project**

Members of SEACA also collaborated with **EVEWRIGHT** on his amazing photographic installations called ***Tilbury Walkway of memories***. Although completed, we were unable to view the physical exhibition because of government restrictions and an online exhibition was created with again the hope of a physical attendance that we look forward to in 2021.

SEACA were eventually able to attend this unique outdoor site-specific art and sound installation, which was an immersive experience combining imagery and archival documents, installed on 432 panes of glass representing the lives of Windrush pioneers and descendants.

The launch weekend was an opportunity to experience the installation with friends and family from SEACA and to meet the other contributors to the project, hosted at Tilbury Cruise Terminal.

**Picnic's in the Park and Barbecue's on the Beach**

To bring some physical intergenerational experiences and a moment of spending some quality time, with families as a way of re-enforcing the community bond and a way of combating the isolation we were all going through.

They were joyous celebrations of good food, good company and some fun and exercise as the end of the summer approached and just before more notifications as the government announced, we would be going into further lockdowns.

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**SOUTH ESSEX AFRICAN CARIBBEAN ASSOCIATION**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE PERIOD ENDED 31 AUGUST 2021**

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**Achievements and performance (continued)**

**In Conversations in Southend**

We held an online event, called 'In Conversation', investigating and looking at the creative cultural offer in Southend.

The event was well attended and really highlighted how many talented creative people are based in Southend and surrounding areas of Essex. The evening consisted of a panel discussion with a cross section of artists and representatives from Southend Council and community organisations. There were recorded performance and amazing vocals. It opened with an informal conversation about the Cultural Arts Offer in Southend with interaction and Q&A from interested participants joining us on the night. We were treated to recorded presentations and stunning live online vocals from local performers.

We planted the seeds for next year's cultural expo and what we may be able to implement throughout the year and in the run up to next year's BHM 2021 to give more of a presence and awareness of the contribution of African Caribbean diaspora here in Southend. It had an overarching theme of 'Edutainment' (Education and Entertainment). Educating and informing from the past and how we could shape the future tapping into the community so the engagement would be reflective of the richness and diversity of Southend.

**International Women's Day March 2021**

To ensure there was some representation SEACA, hosted a live online event for International Women's Day, with a wonderful array of talent performing live and entrepreneurial women in business in discussion about their various projects in Southend.

**Steel Here Project**

South Essex African Caribbean Association (SEACA) presented Steel Here, a brand-new project for young people aged 12+ to explore and learn to play Steel Pan drums, make friends and drum up some excitement in Southend.

Free workshops were held every Saturday, afternoon. No experience was needed – and our experienced and professional music tutors Wilf Hohenkirk and Shirley Potter, took participants from novice to Steel Pan players, who enjoyed making a summer of music.

The workshop proved so popular the Steel Here Band was created and had an outcome of sharing and showcasing their new found talent at the Hamlet Court Road in Harmony Festival in 2021



The headline in the newspaper read:

*Workshop's popularity leads to birth of new Southend community Steel Pan Band called 'STEEL HERE'*

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**SOUTH ESSEX AFRICAN CARIBBEAN ASSOCIATION**  
(A charitable incorporated organization)

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE PERIOD ENDED 31 AUGUST 2021**

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**Achievements and performance (continued)**

**Financial review**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**b. Reserves policy**

The Trustees would like to ensure a minimum reserves level compatible with their responsibilities and services of the organisation, and in line with guidance from the Charities Commission. The aim is to build a level of reserves equivalent to three months running costs, plus an amount allowing payment of any other outstanding commitments.

**Structure, governance and management**

**a. Constitution**

South Essex African Caribbean Association a charitable incorporated organization (CIO), was registered as a charity 19th August 2020. It is governed by a CIO - Foundation model constitution and operates in accordance with this constitution.

**b. Methods of appointment or election of Trustees**

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the CIO - Foundation model constitution.

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**SOUTH ESSEX AFRICAN CARIBBEAN ASSOCIATION**  
**(A charitable incorporated organization)**

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE PERIOD ENDED 31 AUGUST 2021**

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**Statement of Trustees' responsibilities**

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial period. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

Approved by order of the members of the board of Trustees on 26 January 2022 and signed on their behalf by:



**Josephine Melville**

(Chair)

**SOUTH ESSEX AFRICAN CARIBBEAN ASSOCIATION**  
(A charitable incorporated organization)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE PERIOD ENDED 31 AUGUST 2021**

	Note	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
<b>Income from:</b>				
Donations and legacies	3	7,700	-	7,700
Charitable activities	4	-	500	500
<b>Total income</b>		<b>7,700</b>	<b>500</b>	<b>8,200</b>
<b>Expenditure on:</b>				
Charitable activities	5	3,924	150	4,074
<b>Total expenditure</b>		<b>3,924</b>	<b>150</b>	<b>4,074</b>
<b>Net movement in funds</b>		<b>3,776</b>	<b>350</b>	<b>4,126</b>
<b>Reconciliation of funds:</b>				
Net movement in funds		3,776	350	4,126
<b>Total funds carried forward</b>		<b>3,776</b>	<b>350</b>	<b>4,126</b>

The Statement of financial activities includes all gains and losses recognised in the period.

The notes on pages 11 to 15 form part of these financial statements.

**SOUTH ESSEX AFRICAN CARIBBEAN ASSOCIATION**  
**(A charitable incorporated organization)**  
**REGISTERED NUMBER:**

**BALANCE SHEET**  
**AS AT 31 AUGUST 2021**

	Note	2021 £
<b>Fixed assets</b>		<u>-</u>
<b>Current assets</b>		
Cash at bank and in hand	4,126	
	<u>4,126</u>	
<b>Net current assets</b>		4,126
<b>Total assets less current liabilities</b>		<u>4,126</u>
<b>Net assets excluding pension asset</b>		<u>4,126</u>
<b>Total net assets</b>		<u><u>4,126</u></u>
<b>Charity funds</b>		
Restricted funds	9	3,776
Unrestricted funds	9	350
<b>Total funds</b>		<u><u>4,126</u></u>

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the period in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 26 January 2022 and signed on their behalf by:



**Josephine Melville**  
(Chair)

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**SOUTH ESSEX AFRICAN CARIBBEAN ASSOCIATION**  
**(A charitable incorporated organization)**  
**REGISTERED NUMBER:**

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**BALANCE SHEET (CONTINUED)**  
**AS AT 31 AUGUST 2021**

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The notes on pages 11 to 15 form part of these financial statements.

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**SOUTH ESSEX AFRICAN CARIBBEAN ASSOCIATION**  
**(A charitable incorporated organization)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 AUGUST 2021**

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**1. General information**

South Essex African Caribbean Association a charitable incorporated organization (CIO), was registered as a charity 19th August 2020. It is governed by a CIO - Foundation model constitution and operates in accordance with this constitution. The Charity's principal office address is 44 Ditton Court Road, Westcliff-On-Sea, SS0 7HF.

The financial statements are presented in Great British Pound (£) which is the Charity's functional and presentation currency.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

South Essex African Caribbean Association 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.

**2.2 Income**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

**2.3 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

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(A charitable incorporated organization)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 AUGUST 2021**

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**2. Accounting policies (continued)**

**2.4 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.5 Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.6 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**3. Income from donations and legacies**

	<b>Restricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Grants	7,700	7,700

**4. Income from charitable activities**

	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Income from charitable activities - Community Cultural Activities	500	500

**SOUTH ESSEX AFRICAN CARIBBEAN ASSOCIATION**  
**(A charitable incorporated organization)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 AUGUST 2021**

## 5. Analysis of expenditure on charitable activities

### Summary by fund type

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Community Cultural Activities	3,924	150	4,074

## 6. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £
Community Cultural Activities	2,315	1,759	4,074

## 7. Trustees' remuneration and expenses

During the period, one or more Trustees has been paid project management fees for the administration and management of the Charity's activities. The value of Trustees' remuneration and other benefits was as follows:

		2021 £
Josephine Melville	Project management fees	1,500

During the period ended 31 August 2021, no Trustee expenses have been incurred *£Nil*.

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**SOUTH ESSEX AFRICAN CARIBBEAN ASSOCIATION**  
(A charitable incorporated organization)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 AUGUST 2021**

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**8. Financial instruments**

	<b>2021</b>
	<b>£</b>
<b>Financial assets</b>	
Financial assets measured at fair value through income and expenditure	<b>4,126</b>
	<u><u>          </u></u>

Financial assets measured at fair value through income and expenditure comprise of cash and cash equivalent

**SOUTH ESSEX AFRICAN CARIBBEAN ASSOCIATION**  
(A charitable incorporated organization)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 AUGUST 2021**

**9. Statement of funds**

**Statement of funds - current period**

	Income £	Expenditure £	Balance at 31 August 2021 £
<b>Unrestricted funds</b>			
General Funds	500	(150)	350
	<hr/>	<hr/>	<hr/>
<b>Restricted funds</b>			
Restricted Funds	7,700	(3,924)	3,776
	<hr/>	<hr/>	<hr/>
<b>Total of funds</b>	<b>8,200</b>	<b>(4,074)</b>	<b>4,126</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**10. Summary of funds**

**Summary of funds - current period**

	Income £	Expenditure £	Balance at 31 August 2021 £
General funds	500	(150)	350
Restricted funds	7,700	(3,924)	3,776
	<hr/>	<hr/>	<hr/>
	<b>8,200</b>	<b>(4,074)</b>	<b>4,126</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**11. Analysis of net assets between funds**

**Analysis of net assets between funds - current period**

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Current assets	3,776	350	4,126
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>3,776</b>	<b>350</b>	<b>4,126</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

