



**Cape Verdean Association UK
Charitable Incorporated Organisation (CIO)**

**Trustees' Annual Report and Financial Statements
for the Year Ended 07 July 2023**

**Registered Charity
Number: 1191106**

Cape Verdean Association UK CIO

Report of the Trustees for the year ended 07 July 2023

The Trustees present their annual report together with the financial statements for the charity for the year ended 07 July 2023.

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 (FRS102) (effective 1 January 2015) (amended 2 February 2016) as detailed in the accounting policies.

1. Reference and Administrative Details

Charity Name: Cape Verdean Association UK

Registered charity number: 1191106

Charity's principal address 1 Winmill Road
Dagenham
London
RM8 3AA

Names of the charity Trustees who manage the charity

Trustee Name	Date Appointed	Position
Osvaldo Marques Semedo	02/09/2020	Chair
Anabela da Conceicao Gomes Lopes Semedo	02/09/2020	Secretary
Maria Teresa Sanches Semedo	02/09/2020	Treasurer
Armando Emanuel Fernandes de Brito	02/09/2020	Cultural Attaché

Bankers Lloyds Bank plc
25 Gresham Street
London
EC2V 7HN

2. Structure, Governance and management

Governing Document

Cape Verdean Association UK is a Charitable Incorporated Organisation (CIO), Foundation model constitution, registered with the Charity Commission in England and Wales on 02 September 2020, number 1191106. This report and accounts are for the 12 months period ended 07 July 2023.

Organisational Structure

The charity Trustees are responsible for the general control and management of the charity. The Trustees give their time freely and receive no remuneration or other financial benefits.

The secretary was appointed by the Trustees to assist freely in the day-to-day administration of the charity.

Cape Verdean Association UK CIO

Report of the Trustees for the year ended 07 July 2023 (continued)

The Trustees meet regularly and are responsible for all decisions taken concerning providing community support and running activities provided by the charity. To assist the smooth running of the charity the Trustees have a poll of volunteers, an Honorary Communications Officer and an Honorary Social Attaché Officer that freely support them to oversee certain aspects of the charity work, the running of activities/workshops, or administrative tasks. A register of members and volunteers is maintained digitally and is available to the public upon request.

Recruitment and appointment of Trustees

Apart from the first charity Trustees, every trustee appointed is elected by a resolution passed at a properly convened meeting of the charity Trustees.

The existing Trustees are responsible for the recruitment of new Trustees and will seek the views and recommendations of the elderly and community leaders. The Trustees believe this approach ensures that new Trustees are respected members of the community and ensures that good relations are fostered with the people of the communities served.

Newly appointed Trustees are provided with a comprehensive induction pack containing the charity's constitution, annual reports and statement of accounts as well as the roles and responsibilities of charity Trustees. An initial meeting with the charity Trustees to brief them on their legal obligations under charity law is also arranged. When selecting new trustees, the Trustees identify people who attend the events, activities, and workshops organised by the charity and who are willing to volunteer to help expand our community work.

Risk Management

The Trustees recognise the major strategic, business and operational risks to which the charity might be exposed and confirm that systems are in place to ensure regular reports are made for the Trustees to ensure all necessary actions are taken to mitigate risks. The procedures are periodically reviewed to ensure that they still meet the needs of the charity.

3. Objectives and Activities

The objects of the Charity as stated in its Constitution are to be carried out for the public benefit *to promote social inclusion for the public benefit by working with people in the UK who are socially excluded on the grounds of their ethnic origin, religion, belief or creed in particular, members of the Cape Verdean community to relieve the needs of such people and assist them to integrate into society, in particular by:*

- (1) Providing education, training and all the necessary support designed to enable the beneficiaries to improve their financial literacy, generate a sustainable income and enable the beneficiaries to become self-sufficient, including providing basic essentials where needed;*
- (2) Providing a local network group that encourages and enables members of the Cape Verdean community to participate more effectively with the wider community;*
- (3) Increasing, or co-ordinating, opportunities for members of the Cape Verdean community to engage with service providers, to enable those providers to adapt services to better meet the needs of that community.*

Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable in accordance with [section 7 of the Charities and Trustee Investment (Scotland) Act 2005] and [section 2 of the Charities Act (Northern Ireland) 2008]

4. Achievements and Performance

The charity Trustees continue to have regard to the Charity Commission guidance on public benefit and continue to carry out voluntary actions to benefit the community served in the understanding of information, life in the UK,

Cape Verdean Association UK CIO

Report of the Trustees for the year ended 07 July 2023 (continued)

access and use of support services by using their proficiency in the English, Cape Verdean Kriol and Portuguese language to bridge communication, provide translated information or by serving as interpreters over the phone and/or in person.

The charity continued to use social media platforms, email, phone and Zoom online platform, to run informational workshops, provide support when completing forms or to support users in understanding key information. Cape Verdean Association UK also worked in partnership with other support services and organisations signposting/referring service users to professional/qualified advisors and services.

Throughout the year and within its capacity, the charity delivered a wide range of cultural activities, summarised below, which fulfilled its charitable aims and the Trustees believe have benefited the communities served and promoted social inclusion.

- **Welfare and Social Support** – Via phone, email, in person and/or Zoom online meetings we provided support to 50 people who reached us asking for help to understand information concerning social welfare, housing, EU Settle status, completion of forms, needed assistance to get food and household essentials, find employment or needed help to connect to specialist support services (immigration advice, solicitors, welfare advisors).

The charity continued to use its language proficiency, supported by volunteers, to help service users understand information about life in the UK, acted as interpreters on several 3-way calls to help service users understand rights, obligations and/or what they are required to do, we helped people understand the information shared in the English language, translated info received to clarify what was the content of the message and signposted anyone who required specialist support to the relevant professionals who could assist them and provide advice.

Cape Verdean Association UK continued to promote health and well-being workshops and messages through the Portuguese-speaking Psychologist & Autism specialist to support those suffering from isolation, those who lost their support networks, or were struggling due to the current economic crisis which is affecting many households. We continued to promote awareness on current scenarios of mental health, depression and isolation and we are advocating in the community so that the word is spread across all so that those in need know what help is available, where to go and how to release themselves from situations of total isolation.

Cape Verdean Association UK continued to disseminate information through their social media platforms about free meals, access to free English language lessons and also actively divulged info and supported people to access food banks or extra support due to cost-of-living increases. Those who asked for our support had very limited English and/or a lack of understanding of the services available so remained in disadvantaged positions, we intervene by bridging the information and reached out to services to help alleviate their situation.

We continued to work with specialist welfare advisors, immigration specialists, and organisations, by signposting service users to them and by donating our skills freely we made sure to continue promoting social inclusion.

Cape Verdean Association UK continued to disseminate information through social media platforms about how to remain compliant and use the services of the Portuguese Consulate in London, to get ID documents, renew paperwork and we actively engaged in informing the community on useful tools available to make their life smoother and access easier.

- **Zoom Informational Workshops** – The charity continued to use this platform to support Cape Verdeans living in the UK with information and guidance on how to renew their Cape Verdean Identity documents

Cape Verdean Association UK CIO

Report of the Trustees for the year ended 07 July 2023 (continued)

through the online Cape Verdean embassy portal. We helped especially the elderly and those who were not computer literate to understand and complete information, meeting with them in person, if needed, to support them in the access of the online platform and helping them understand information.

- **Wellbeing, community engagement, cultural and leisure activities** – We organised a cultural celebration event of Cape Verdean independence which counted 102 people amongst adults/children and with the support of 30 volunteers we shared the cultural heritage, traditions, culinary and info of Cape Verde with those living in the UK.

The “Batuku” project group continued to meet weekly to rehearse and share the ancient culture and traditions amongst those who were not born in Cape Verde but have the willingness to connect and know more about their heritage, ancestors’ journey and who want to share this with the communities who received them in London.

The group is formed of 10 adults plus 5 children, who have engaged in several workshops/fundraising events to help sustain the project, fund their clothing, instruments, travel and activities for the community. We were invited to take part in a Cape Verde Cultural heritage event in Paris, “30th Anniversary of Associacao Sementera” to share the Cape Verdean tradition. Being the first Batuku group in the UK we were proud to represent the community and engage with other communities from the Diaspora to share cultures, rhythms and how the UK embraces different traditions and heritage to unite people.

Fundraising events have been promoted to get the charity work known, raise funds for our activities, increase volunteer engagement/support for the charity, connect the different communities, and share culture and traditions. We also promoted an event called ‘Cultura & Tradison: Djunta Mo’ (Culture and Tradition – Lets join Hands) which got 72 people together plus 30 volunteers who came together to help raise funds to support disadvantaged children in Cabo Verde to access education, have stationery material and a hot meal in school.

The charity supported the book launch of the first and youngest Afro-Portuguese child to have her book published in the UK, Lauryn Rose Teixeira a 10 years old child who lives in London. Her book is entitled "Lauryn That's Me" and portrays various cultural aspects and her pride in her Afro-Portuguese roots from Cape Verde and Sao Tome e Principe.

Our “Batuku” group was invited to perform and support. We shared the culture, tradition and savouries from Cape Verde with all present. Lauryn’s book tells a story of courage, hope, black representation, and self-love, which promotes inclusion and the communities coming together to share and learn together.

Cape Verdean Association UK promoted the workshop ‘Conversas com a Comunidade’ (Talking with your Community) which aimed at promoting well-being, reducing loneliness and providing tools to those looking for support. The workshop was led by professionals from the community, a psychologist and a financial advisor, who spoke both English and Portuguese to make sure this was inclusive to all.

With these well-being, community engagement, cultural and leisure activities we enabled people to connect with their communities but most importantly we relieved isolation, promoted inclusion of people and the share of cultural heritage amongst different communities.

- **Volunteers’ recruitment** – We continued to promote volunteer engagement and asked for support in the organisation activities, we currently have 36 volunteers of which approximately 20 are involved in charity projects/activities and contribute to helping us run activities for the community. We continue to proactively look at developing partnerships with other services and organisations so that we are able to provide more support and help the charity run more inclusive activities.

Cape Verdean Association UK CIO

Report of the Trustees for the year ended 07 July 2023 (continued)

5. Financial Review

The charity has no access to public funds and has not applied for funding yet. The Trustees continued to donate their time freely and continued to contribute monetarily monthly so that activities and provision of services, food/essentials could be available to those who reached out. We continued to organise fundraising events and activities and received donations from some people in the community who saw the importance of supporting our activities to promote inclusion and share of experiences.

Reserves Policy

For the period the Trustees have held enough funds via membership contributions, fundraising events and activities which helped us meet operational costs for charity doings. The Trustees still regard this as insufficient and strive to make reasonable surpluses to build up reserves to cover and exceptional matters that may arise.

Principal Funding Sources

For the current period fundraising events, community activities, donations and trustees' contributions have been the main source of funding for the charity.

Plans for future periods

The Trustees recognise the need to grow the income and diversify its income stream to become a more sustainable organisation, capable of responding to any demands for services and meeting the needs of the community. The charity intends to diversify its income streams and increase funds through more consistent fundraising events, activities and intends to continue to build the charity's operational capacity.

We aim at securing a physical space to provide a more in-person contact with the community as well as a variety of informational workshops. We will continue to promote well-being, cultural heritage and community inclusion activities to help more and more in the combat of isolation, depression and mental health matters.

We aim to bring people and communities together, sharing cultures, traditions and experiences in this diverse country we live in.

Statement of Trustees' Responsibilities

The charity Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

The law applicable to charities in England and Wales requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and for the incoming resources and application of resources of the charity 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 in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable Accounting Standards 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 Charities Acts.

Cape Verdean Association UK CIO

Report of the Trustees for the year ended 07 July 2023 (continued)

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.

The annual report was approved by the Board of Trustees on 2nd May 2024 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'Osvaldo Semedo', is written over a horizontal dotted line.

Osvaldo Semedo, Chair of Trustees

Date: 2nd May 2024

Cape Verdean Association UK CIO

Statement of Financial Activities / Receipt and Payments Account for the year ended 07 July 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Cape Verdean Association UK		No (if any) 1191106		CC16a
Receipts and payments accounts				
For the period from	Period start date 08/07/2022	To	Period end date 07/07/2023	

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Member's subscriptions	490	-	-	490	983
Donations	158	-	-	158	292
Fundraising Events	883	-	-	883	1,175
Sub total (Gross income for AR)	1,531	-	-	1,531	2,450
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	1,531	-	-	1,531	2,450
A3 Payments					
Telephone	100	-	-	100	100
Cost of fundraising events	1,152	-	-	1,152	505
Liability insurance	57	-	-	57	-
Business stationery (business cards, workshop stationery)	464	-	-	464	94
Sub total	1,773	-	-	1,773	699
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,773	-	-	1,773	699
Net of receipts/(payments)	- 241	-	-	- 241	1,751
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 241	-	-	- 241	1,751

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		-	-	-
		-	-	-
	Total cash funds	-	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-	-
		-	-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-	-
		-	-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
		-	-	-
		-	-	-

The Receipt and Payments account were approved by the Trustees to be signed on its behalf by:

Signature 	Print Name Osvaldo Marques Semedo	Date 01/05/2024
---------------	---	---------------------------

Cape Verdean Association UK CIO

Notes to the Payment and Receipts Account for the year ended 07 July 2023

1. Accounting policies

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

CIO information

Cape Verdean Association UK was registered as a charitable incorporated organisation on 02 September 2020 and is governed by a constitution dated 01 September 2020 and registered with the Charity Commission under charity number 1191106. The charity's principal office address is 1 Winmill Road, Dagenham, RM8 3AA.

Accounting convention:

The accounts (payment and receipts accounts) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 ("Charities SORP (FRS102)"), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The payment and receipts accounts have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Charities SORP (FRS 102) rather than Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Cape Verdean Association UK CIO meets the definition of a public benefit entity under FRS 102.

Going concern

The Trustees have at the time of approving the payment and receipts accounts a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, they continue to adopt the going concern basis of accounting in preparing the financial statements.

Income resources

All Income resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Voluntary income received by way of donations/contributions are included in full in the receipts and payments account when receivable.

The value of services donated by volunteers has not been included in these accounts, except where the services provided are in the nature of professional services where a fee would otherwise be charged.

Fund accounting

All funds received in the year are unrestricted in their application, the Trustees having full discretion over their use.