



ETAP

EAST TIMORESE ASSOCIATION
PETERBOROUGH

ANNUAL REPORT

01 April 2023-31 March 2024

WHAT WE HAVE DONE



Charity no: 1193416

"Integration, Education, Empowerment – the way forward"

Email: etap.info@easttimoresepeterborough.co.uk

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Legal Information:

Charity no: 1193416

ETAP Management:

Celso Oliveira - Coordinator

Committee members:

Demetrio da Silva - Trustee

Clara Jeronimo - Trustee

Zito Carvalho - Trustee

Zelindo Soares - Trustee

Severino Carvalho – Trustee

Affiliations:

1. Consortium of Peterborough Community Groups (CPCG)
2. Peterborough Community Group Forum (PCGF)
3. Peterborough Council for Voluntary Sector (PCVS)
4. Multi Agency Forum (MAF)
5. Assembly of East Timor Community in the UK

Awarded:

2021 Peterborough Civic Award

2024 BBC Cambridge Award

INTRODUCTION

I want to thank God Almighty for his power, giving me the strength to carry out my duties and responsibilities for the community in Peterborough.

As a community leader, I also learned about up-skills my knowledge and the leadership.



ETAP as a non-profit organization, for more than ten years has been helping the people of East Timor and the other nationalities in Peterborough and the surrounding area.

We work as volunteers, we divide our time with our families, our communities and the wider community. During the 2023/2024 period, we connected with other community groups, with local authorities, funders to continue interact and help people for the public benefit.

We realized that there were many challenges in front of us. But being together in the community makes us feel stronger. The city of Peterborough has given us many opportunities. We want to take this opportunity to work harder with dedication and responsibility for the benefit of the many people.

Even with a small financial report this year, the organization make a significant step moving forward.

We want to thank all of our board members, parents, supporters, partners, funders, and dedicated volunteers who work hard to put our mission into action every day. We continue to support the Timorese and other backgrounds/nationalities people and bring them together to integrate within wider communities in Peterborough.

We have so many ideas and plans in the future to support the local communities in Peterborough in 2024/2025.

GOD BLESS EVERYONE

Celso Oliveira
Coordinator

BOARD OF TRUSTEES REPORT

The Board of Trustees at East Timorese Association of Peterborough (ETAP) are submitting the annual report for the time period of 1st April 2023 - 31st March 2024. The Board of Trustees confirms that the annual report, including financial statements, of ETAP comply with the current statutory requirements, the Charity Act 2011 as well as the requirements of the Constitution of the charity.

This report reflects the objectives, mission and vision and activities that is at the core of ETAP and British values.

This year we have had 19 volunteers regularly contributing their time, skills and expertise to make our charity the best it could be.

ETAP was established in 2010 is a non-profit community organisation designed to support the local Timorese community in Peterborough. In 2021 ETAP became a Charitable Incorporated Organisation (CIO).

Objectives of ETAP Charity and examples of activities undertaken for the public benefit in relation to these mission and vision are:

ETAP MISSION

To uplift community integration, the educational and socio-economic status of Timorese youth and the community in Peterborough. It also aims to encourage and promote a multicultural society in Peterborough through:

- a. Bringing together Timorese children/youth, students, parents and community.
- b. Developing the means of community integration within a wider and diverse community.
- c. Promoting the socio-cultural heritage and knowledge of Timor to the Peterborough community.
- d. Providing meaningful activities and learning experiences for whole-person development.
- e. Collaborating with other community groups, schools and other stakeholders to co-organize various activities

ETAP VISSION

To inspire and bring communities together

To provide support to the communities in Peterborough.

BOARD OF TRUSTEES REPORT

HOW OUR MEMBERS SAY THEY BENEFIT FROM ETAP:

1. Getting better connections with other communities.
3. We can be together, we can share experiences.
4. Getting support about EU settlement scheme, housing issue, universal credit support, school admission, driving licence, renew documents.

ETAP MOTTO

“Integration, Education, Empowerment – the way forward”.

General Organizational Activities

During the period of 2023/2024, ETAP organised many social, culture and sports activities to bring people together, to tackling isolation, promoting integration, education and open monthly meeting for information sharing.

ETAP helps the BAME community, Portuguese language speakers, and the Timorese community with different issues, e.g.:

- Apply for EU Settlement Scheme, NINO, voluntary return.
- Apply for Universal Credit, School admission.
- Apply for Housing benefits and Council tax support.
- Renew documents such as passport, ID, Driving Licence.
- Helping created a new email.
- Helping book an appointment at Register Office.
- Helping book an appointment at GP's
- Helping contact agencies to pay car parks issue, bills issues, car insurances, etc.
- Negotiate with employment Agencies
- Helping with interpreting in Portuguese and Tetum language.
- Facilitating information sessions about domestic abuse, hate crime, and knife crime.
- General issues.

OUR MAIN ACTIVITY

During the period of April 2023 to March 2024, ETAP has helped 3750 people for the public benefit. Keeping the community fit and active. Reducing stress/anxiety. Raising awareness about health and well-being. Improving healthy living skills. Improving communication skills in English. Bringing people together and Make a Difference.

Lost Love One

ETAP assist families coping with the loss of loved ones by facilitating the registration process at the registrar's office, coordinating with the church for funeral services, and in other case arranging for the transportation of the deceased to East Timor for a traditional burial in accordance with Timorese cultural practices.

Said one family member: *"As migrants, we feel very sad when our family or friends die. But we remain united to help each other. Our togetherness makes us strong"*.



Celebrating Togetherness Conference, 7th March

ETAP in partnership with Civil Society Consulting (CSC) organised ***Celebrating Togetherness Conference*** at Peterborough Museum to bring many communities together. During the workshop, we heard real stories from community leaders, young people, women's groups. There is also training on podcasts and media. A very useful lesson and opportunity for ETAP management.



ETAP organised meeting about labour saving account.

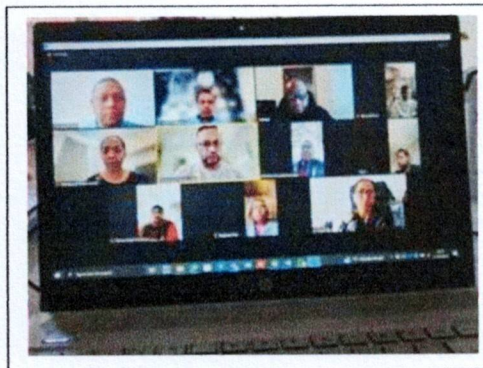
ETAP received a visit from the president of the Timor Bank. The visit aims to inform the East Timorese workers in the UK about opening an account at Bank Timor to facilitate remittances to families in East Timor. The Timorese workers in the UK made a remarkable contribution to the development of Timor Leste.

One of the participants who attended this meeting said: *"After I heard the explanation today, I realized how important it is to save money for the future in East Timor. One day if I go back to Timor Leste, I already have my personal bank account and saving money"*.



Online meeting

ETAP attended monthly regular online meeting with local communities' group, local authorities, Ambassador of East Timor in London to discuss about social and migrants' issues. Connections with many groups give ETAP the opportunity to resolve the issues and continue to contribute to the community.



European Togetherness Conference

ETAP participated in a conference in London invited by European Minority Ethnic Citizens (EUROMECE). Many organisations come together to talk about the European community in the UK, European Elections, Democracy, Climate Change, Young People, etc.

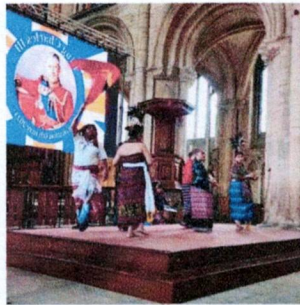


International Women's Day, 8th March

ETAP organises and celebrates the International Women's day and invited the local councillor, the 3million and community members. Listening to the inspire stories about leadership, immigration advice, settlement scheme issue and empowering women. Councillor Amjad Iqbal said that *"as a migrant, it is important to build togetherness, respect each other, strengthen the community, respect the applicable law and work hard for the future"*.



ETAP participated the **Coronation day** at Peterborough Cathedral to celebrate the day of the formal crowning of a monarch. ETAP brought the traditional dance, music and flag of East Timor during the presentation.



ETAP organised exhibition "**JOURNEY TO TIMOR**" at Peterborough Museum 51 Priesgate, PE1 1LF, 6 -20 May. For two weeks ETAP organized an exhibition about the journey of incredible Timorese people in Peterborough through photography. It tells about Timorese culture and traditions. Attending the opening of the exhibition were Mayor Peterborough Peterborough City Councillor Mayor Alan Dowson, Deputy Mayor Councillor Nick Sandford, Paul Bristow MP, Ambassadors, Councillors and community leaders.



Xanana Cup is a fantastic football tournament organized by ETAP to bring young people together.

6 teams of 11-a-side players come from Cambridge, Milton Keynes, Northampton, London and Peterborough. Around 125 people came to watch this tournament. Everyone was happy to meet each other and watch the tournament.



Trip to Skegness

197 people took part on trip to Skegness seaside. It was very beautiful moment when parents and children came together to breakdown loneliness and to build a strong community together.

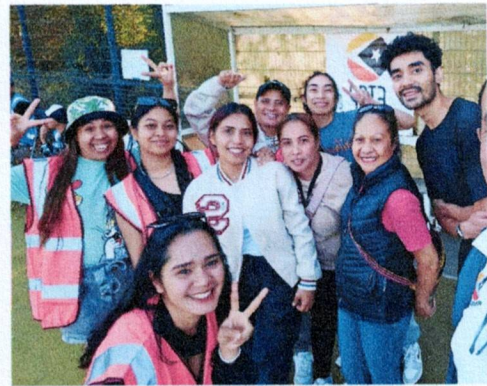
Most of these people those working hard in the large local factories. Trip to seaside give new energy, positive feelings and help them to connect with new people and to reduce stress/anxiety/loneliness felt by so many.



ETAP organized **meetings with the police** talking about various issues in the community. Meeting with the police to listen to advice and how to avoid problems such as knife crimes, anti-social behaviour, street fights, stealing, immigration problems. It also builds friendships with the police.



Community Summer League Peterborough, organised by ETAP, FC Halibur & FC Fuan Domin with purpose is to bring community together and practice sport together. To keep community fit, full of positive energy and positive feelings.



Salaam Radio

Diaspora Perspective

Through radio, we communicate with many people. We invite especial guests such as ambassador, health team, footballer, community leader, etc to talk about health, immigration, jobs and more. This program once a week at Salaam Radio's studio. Every Wednesday night at 6-7 o'clock. Tetum language easily to communicate, entertain and bring Timorese community together with more than 10.8 k views.



DP BA Timor Leste

10 weeks ago · 10.8K views

Fabio Nawanqa Amaral, Aba Shinta and 5

Solidarity Kitchen

Every year, our team organizes assistance to give free food to the 87 homeless around the city. Thank you to Morrison Thrapston company who also provided fruits to support ETAP Solidarity Kitchen.



Meeting with The President of East Timor

ETAP members participated in a high-level meeting in London with the President of Timor-Leste, HE Mr. José Ramos Horta and the ambassador of East Timor Mr. Joao Paulo da Costa Rangel. The meeting discussed the contribution of Timorese immigrants in the United Kingdom to the development of Timor Leste.



Conflict resolution

ETAP teams help solve problems of misusing social media, fights on the street and domestic violence that occur between communities. ETAP team also educate communities to respect each other.



Independence Day

Every year ETAP celebrates Timor's Independence Day on 20th May. This year the Timorese community celebrate together at St Mark's Hall.



ZUMBA

Achievements / benefits

Bring happiness. Built good relationships. Reduce stress, Keep fit and active. Also, meet new friends and improving English conversation skills. Also, improving leadership skills and linked with other community organisation and up-skills knowledge. The number of participants between 12-16 every week.

Case Study:

1. Lina from Lithuanian community offered some feedback on the Zumba sessions, *"I'm thoroughly enjoying each and every one of them! The sessions are engaging, enjoyable, and an excellent way to stay active. I really appreciate the instructor's energy and enthusiasm, which greatly enhances the overall experience. I'm looking forward to more Zumba fun!"*.
2. Abiu Gusmao (Timorese), one of the participants, said, *"I work 8 hours every day in the factory. So, I need physical activity like Zumba class. When I heard about the ETAP Zumba class, I contacted them to register myself. I come once a week, and it makes me happy, relaxed, felt stressed less, felt fit and active. Also, I meet new friends"*.
3. After participating in Zumba activity, Domingas Soares (Portuguese) now practices walking every day at night with her daughter. *"I never did sports before because I worked too many hours in crowded fabrics, and life was getting more challenging because the budget was too little to provide for my family. Now, I have to practice exercise to bring down my cholesterol and look fresh and healthy"*.



ETAP Advice Centre helps members of migrant communities by providing advice, support and engage with service providers, public bodies, institutions and organisations. The Community Service programme is focusing on providing support everyday to the Timorese community and others nationalities in Peterborough. ETAP office is open every Monday to Friday. Approximately 8-10 people visited Community Service per week.



Coffee Club

The ETAP Coffee Club is a Friday karaoke night programme to bring people together, tackle loneliness, isolation in the Timorese community and building strong relations among other communities in Peterborough. It's very healthy and friendly conversation programme.

Approximately 11-13 people joined the Coffee Club every Friday night.

Before Coffee Club activities start, our volunteers prepare a registration list, refreshments and equipment.

After the Coffee Club activity, ETAP team socialised and discussed how the participants felt about Coffee Club today. All participants expressed their happiness.

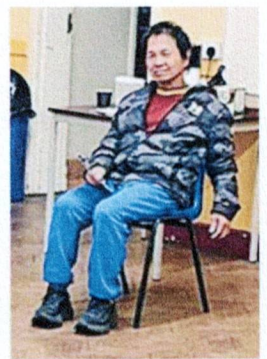


Sharing and Telling story:

BACK TO WORK

My name is Afiku. For more than two years I didn't work because my documents were missing. I didn't have a house to live in. I moved from one house to another, because I didn't have money to buy food and to pay my rent. My life was very difficult.

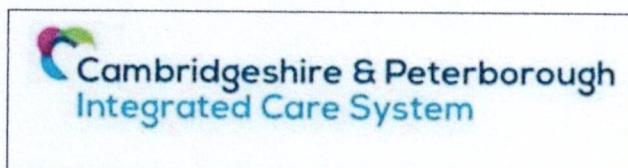
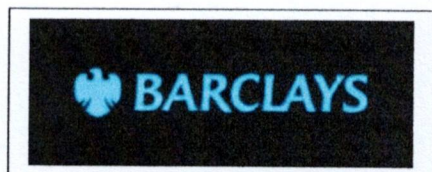
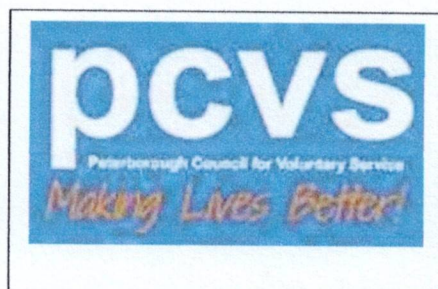
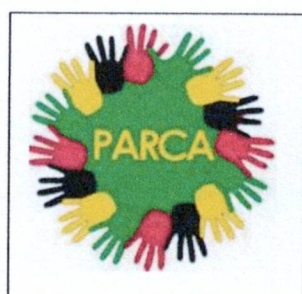
One time I came to the ETAP office at Northfield Road. I met with the coordinator. I told him all the stories. Then, he took me to the police station at Thorpe Road and he requested the police to make a lost property letter. The next day, ETAP volunteers took me to the Portuguese Consulate in London and made a passport and ID. After I got all the documents back, I was very happy. Now I back to work in a shop because ETAP has helped me. My live is change now. I also do a voluntary work with ETAP.



Funders:

ETAP would like to THANK YOU all funders who support our activities and programmes for public benefit.

Thank you for your support



Contact us:

C/O ETAP

Unity Hall

Northfield Road, Peterborough, PE13QH

07407177504

Email: etap.info@easttimoresepeterborough.org.uk

Facebook page: East Timorese Association of Peterborough ETAP

Website: www.easttimoresepeterborough.org.uk



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

East Timorese Association Peterborough

On accounts for the year
ended

31/03/2024

Charity no.
(if any) 1193416

Set out on pages

Attached CC16a

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.

Signed:

Date: 24/01/2025

Name:

Joanna Fox ACMA

Relevant professional
qualification(s) or body
(if any):

Chartered Institute of Management Accountants

Address:

Unit B Greenhill House, Thorpe Road

Peterborough PE3 6RU



CHARITY COMMISSION
FOR ENGLAND AND WALES

East Timorese Association Peterborough

1193416

Receipts and payments accounts

CC16a

For the period
from

01/04/2023

To

31/03/2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Grants		£ 64,521.00	-	£ 64,521.00	£ 10,827.00
Donations	£ 1,300.00		-	£ 1,300.00	#
Other			-	-	
Staff Fund			-	-	
			-	-	
			-	-	
			-	-	
Sub total (Gross income for AR)	£ 1,300.00	£ 64,521.00	-	£ 65,821.00	£ 10,827.00
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	£ 1,300.00	£ 64,521.00	-	£ 65,821.00	£ 10,827.00
A3 Payments					
Venue Rent		£ 11,235.00	-	£ 11,235.00	£ 3,972.00
Refreshments	£ 912.00	£ 3,900.00	-	£ 4,812.00	£ 295.00
Travel & Transport	£ 400.00	£ 2,615.00	-	£ 3,015.00	
Administration	1,058	£ 284.00	-	£ 1,342.00	
Pay Staff		£ 25,811.00	-	£ 25,811.00	
Social Activities	£ 1,745.00	£ 8,985.00	-	£ 10,730.00	£ 1,565.00
Equipment		£ 7,420.00	-	£ 7,420.00	£ 625.00
Sessional Cost		£ 3,106.00	-	£ 3,106.00	£ 1,400.00
Volunteers	£ 885.00	£ 3,017.00	-	£ 3,902.00	£ 1,125.00
Football Tournament	£ 772.00		-	£ 772.00	£ 1,045.00
Flowers Arrangements	£ 115.00		-	£ 115.00	
Insurance		£ 357.00	-	£ 357.00	£ 412.00
Training		£ 520.00	-	£ 520.00	
Marketing	£ 1,370.00	£ 1,125.00	-	£ 2,495.00	£ 383.00
			-	£ -	
Sub total	£ 7,257.00	£ 68,375.00	-	£ 75,632.00	£ 10,822.00
A4 Asset and investment purchases. (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	£ 7,257.00	£ 68,375.00	£ -	£ 75,632.00	£ 10,822.00
Net of receipts/(payments)	£ 5,957.00	-£ 3,854.00	£ -	£ -	£ 5.00
A5 Transfers between funds	£ -	£ -	£ -	£ -	
A6 Cash funds last year end	£ 5,957.00	£ 5,249.00	£ -	£ 11,206.00	£ 11,211.00
Cash funds this year end	£ -	£ 1,395.00	£ -	£ 1,395.00	-£ 11,206.00

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	31/03/1931	-	1,395	-
				-
				-
	Total cash funds	-	1,395	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	N/A	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	N/A		-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	N/A		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
JOAO DOS SANTOS	JOAO CARVALHO	27/01/25
demétrio da silva	Demétrio da silva	27/01/25