



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 1st April 2021 **Period start date To**
Period end date 31st March 2022

Charity name: Brent Chinese Association

Charity registration number: 1193993

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are 1) To advance the education of the public in Chinese history, art, culture and traditions 2) To relieve poverty, sickness and distress particularly amongst members of the Chinese community in Brent 3) To provide or assist in the provisions of facilities for recreation and other leisure time occupation for the inhabitants of Brent in the interests of social welfare and with the object of improving their conditions of life
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Community cultural events on Chinese history, culture, traditions and festivities Free health checks and Covid vaccinations Helping with translation and interpretation and advice for non-English speaking Chinese community in Brent and surrounding areas.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have read the guidance issued by Charity Commission on public benefit and have had regard to the guidance

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	

Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	First Community Group in Brent focussing on the needs of residents from Chinese communities including ESEA Attained the London Faith & Belief Award in November 21 for "Community Resourcefulness in Response to Covid-19", celebrating Unsung Heroes Working with the local councils and NHS NWL, the Association with its volunteers held 6 pop-up Covid-19 vaccination clinics. We vaccinated over 1000 people during the Covid pandemic at place-based, trusted and accessible sites majority of them were un-documented, unregistered and hard-to-reach. We provided transport for those with mobility issues We did free food bags dropped at culturally sensitive and accessible sites during Covid pandemic period We provide advisory and Health Check events/clinics at culturally sensitive and accessible community venues in Brent, Barnet and Westminster boroughs Bilingual Interpreters/translators to signpost and advise DWP and local hospitals have contacted us to help in interpretation/translation and support for their clients Helped with the recruitment of first Chinese Speaking Dementia Admiral Nurse

		Cultural Events To advance the education of the public on the Chinese/ESEA history, art, culture and traditions. Diverse communities coming together, promoting social cohesion and integration: Moon Festival, Dragon Boat, Lantern Festival, Winter Solstice, Music, lion dance, painting, calligraphy Chinese /Lunar New Year celebrations
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity is in surplus of £16,549 at the end of the period ending 31/3/22
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We do not have a policy for holding reserves
Amount of reserves held	Para 1.22	N/A
Reasons for holding zero reserves	Para 1.22	We have low expenditure and do not employ staff. We also do not pay rent or utility bills. We have a small office given to us rent free, with no utility bills to pay. Trustees and volunteers work remotely at no cost
Details of fund materially in deficit	Para 1.24	We have no deficit
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity depends on grants and donations from its supporters. We have to bid for grants, which is a competitive process.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:	.	
Type of governing document (trust deed, royal charter)	Para 1.25	Foundation model of CIO  Constitution_of_Brent_Chinese_Associat
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	It is in section 9 of the constitution: First charity trustees The first charity trustees are as follows Etheldreda Kong Chi Chung Mei Wu Appointment of charity trustees (1) Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. (2) In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Additional information (optional)

You may choose to include further statements where relevant about:

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Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Brent Chinese Association
Other name the charity uses	
Registered charity number	1193993
Charity's principal address	Unit 2B, China House 401 Edgware Road London NW2 6GY

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Dr Etheldreda Kong	Chair / Strategy	1/4/21 to date	Dr Etheldreda Kong
2	Dr Chi Chung	Finance	1/4/21 to date	
3	Ms Mei Wu	Secretary/ Admin/IT	1/4/21 to date	
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19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
We do not have corporate trustees/Directors as we are not trading		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	We have no assets currently
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Section 5 of the constitution: Application of Income and Property: (1) The income and property of the CIO must be applied solely towards the promotion of the objects. (a) A charity trustee is entitled to be reimbursed from the property of the CIO or may pay out of such property reasonable expenses properly incurred by him or her when acting on behalf of the CIO. (b) A charity trustee may benefit from trustee indemnity insurance cover purchased at the CIO's expense in accordance with, and subject to the conditions in, section 189 of the Charities Act 2011. (2) None of the income or property of the CIO may be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to any member of the CIO. (3) Nothing in this clause shall prevent a charity trustee or connected person receiving any benefit or payment which is authorised by Clause 6. In section 8 of the constitution: Liability of members to contribute to the assets of the CIO if it is wound up If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	In section 8 of the constitution: Liability of members to contribute to the assets of the CIO if it is wound up If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

Nothing to disclose

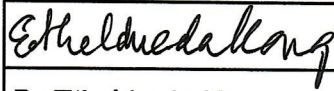
Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Dr Etheldreda Kong	Dr Chi Chung
Position (eg Secretary, Chair, etc)	Chair	
Date	25/1/23	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Brent Chinese Association

No (if any)

Receipts and payments accounts

CC16a

For the period from	01.04.2021	To	Period end date 31.03.2022
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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					
7.6.2021- bank compensation	150		-	150	-
24.7.2021- NLCF funding	-	4,267	-	4,267	-
30.7.2021- love where you live Brent funding	-	500	-	500	-
30.7.2021- Arnold Clark Grant	-	750	-	750	-
24.08.2021- donation from CC	108		-	108	-
24.08.2021- donation from EK	108		-	108	-
14.09.2021-Sum up	1		-	1	-
30.09.2021- Donation via Caf	96		-	96	-
13.10.2021- Donation via Caf	96		-	96	-
28.10.2021-Gift Aid via Caf	24		-	24	-
29.10.2021-Gift Aid via Caf	24		-	24	-
17.12.2021- Faith and Belief Award	500		-	500	-
31.12.2021- Donation via Caf	106		-	106	-
24.01.2022- Gift Aid via Caf	27		-	27	-
25.1.2022- Locality Funding	-	2,176	-	2,176	-
27.1.2022- NLCF funding	-	3,414	-	3,414	-
31.1.2022-NLCF funding	-	4,000	-	4,000	-
31.1.2022-NLCF funding	-	5,000	-	5,000	-
3.2.2022- Donation via CAF	856		-	856	-
7.2.2022- Donation via CAF	96		-	96	-
18.2.2022-Donation via CAF	48		-	48	-
21.02.2022-Donation via CAF	424		-	424	-
02.03.2022- Gift Aid CAF	24		-	24	-
08.03.2022- Donation via CAF	287		-	287	-
28.03.2022- Donation via CAF	60		-	60	-
04.08.2021- Donation CC	80		-	80	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	3,115	20,107	-	23,222	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	3,115	20,107	-	23,222	-
A3 Payments					
4.5.2021: 1&1 Internet	-	1	-	1	-
3.6.2021: 1&1 Internet	-	12	-	12	-
22.6.2021- Vistaprint- printing	-	18	-	18	-
28.6.2021- Costco- items for projects and events	-	51	-	51	-
1.7.2021- 1&1 Internet	-	12	-	12	-
12.7.2021- Zurich Insurance	-	96	-	96	-
27.7.2021- Currys- laptop and tablet	-	833	-	833	-
27.7.2021- SumUp- credit card machine	-		-		-
	-	179	-	179	-
02.08.2021- 1&1 Internet	-	12	-	12	-
04.08.2021- Microsoft office	-	80	-	80	-
13.09.2021- Vistaprint- printing	-	58	-	58	-
14.09.2021- Sun Fung-refershments for events/projects	-	47	-	47	-
18.08.2021- Mrs Neo Volunteer	-	400	-	400	-
18.08.2021- Mrs Di Rienzo Volunteer	-	400	-	400	-
Total payments	-	400	-	400	-

20.09.2021- Golden Dragon- food for celebratory and cultural events	-	941	-	941	-
11.10.2021- Wing Yip- refreshments for events	-	56	-	56	-
01.12.2021- 1&1 Internet	-	12	-	12	-
08.12.2021- St Anne's Church- Venue hire for event	-	280	-	280	-
8.12.2021- Vevocro- items for event	-	190	-	190	-
9.12.2021- Amazon- items for event	-	47	-	47	-
9.11.2021- Duong Yang-performer for cultural event	-	125	-	125	-
20.10.2021- Mrs Neo Volunteer	-	400	-	400	-
6.10.2021- Chinese Welfare Trust	-	150	-	150	-
11.10.2021- Wing Yip- items for projects/events	-	111	-	111	-
12.10.2021- 1&1 Internet	-	12	-	12	-
04.11.2021- 1&1 Internet	-	12	-	12	-
08.11.2021- Costco- items for projects/events	-	111	-	111	-
1.12.2021- 1&1 Internet	-	12	-	12	-
13.12.2021- Amazon- items for project/events	-	72	-	72	-
31.12.2021- 1&1 Internet	-	12	-	12	-
2.2.2022- 1&1 Internet	-	12	-	12	-
14.2.2022- Golden Dragon- food for celebratory event	-	1,562	-	1,562	-
03.02.2022- Brent.Gov	-	130	-	130	-
03.03.2022- 1&1 Internet	-	12	-	12	-
07.03.2022- Yunique- refereshment for event	-	27	-	27	-
08.03.2022- TFL Business- travel cost for event	-	15	-	15	-
18.03.2022- Vistaprint- printing	-	68	-	68	-
31.03.2022- 1&1 internet	-	12	-	12	-
05.08.2021- Microsoft Office	-	80	-	80	-
02.09.2021- 1&1 internet	-	12	-	12	-
	-	-	-	-	-
	-	-	-	-	-

Sub total	-	6,672	-	6,672	-
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A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-

Total payments	-	6,672	-	6,672	-
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Net of receipts/(payments)	3,115	13,434	-	16,549	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	3,115	13,434	-	16,549	-

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	Agreement Error	OK
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			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)
			-	
			-	
			-	
			-	

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

Signature

Print Name

Date of approval

CCXX R3 accounts (SS)

Etheloreda Kong

OR CHAI CHUNG
DR. ETHELOREDA KONG

6/1/2023
6/1/2023