



Kung Ho Association

9 Kenrick Place, London W1H 3FF

Annual Report and Financial Statements



Registered Charity Number: 291613

Available at: www.charity-commission.gov.uk

Kung Ho Association

Annual Report of the Management Committee for the Year Ended 5 April 2021

The management committee presents its annual report and financial statements for the year ended 5 April 2021.

Reference and administration information

Name of Charity:	Kung Ho Association	
Registered Charity Number:	291613	
Address:	9 Kenrick Place, London W1H 3FF	
Management Committee:	Members of the management committee are the trustees of the association.	
	Ms T. Y. Lam	(Chairperson)
	Y. B. Pang	(Treasurer)
	Y. L. Lau	
	K. T. Ho	
	K. T. Pang	
	Ms Y. Y. Chow	
	W. S. Lee	
Bankers:	Bank of China 90 Cannon Street London EC4N 6HA	HSBC Bank plc 8 Canada Square London E14 5HQ
Independent Examiner:	Sunny Liu BA FCCA Liu's Accountancy 4 Saxon Road Walton on Thames Surrey KT12 3HD	

Covid-19 Pandemic and its Impact

The pandemic has had a fundamental impact on Kung Ho Association and its Chinese school operations during the current financial year. No Sunday schooling, sporting or fundraising events were possible due to the imposed restrictive measures on social distancing and gatherings. The management committee assesses, reviews and monitors the pandemic impact and effect and to take all appropriate actions to continue its operations to benefit the minority Chinese living in London.

Structure, governance and management

Kung Ho is an unincorporated charitable association, governed by a written constitution adopted in April 1947. Members of Kung Ho's management committee are elected at the AGM on a two-year term of office. Additional committee members may be co-opted to the management committee during the year. The committee conducted meetings via telephone during the year.

Principal objectives and activities

The principal function of the association remains in charitable activities that directly or indirectly benefit the minority Chinese living in London. Subject to the comments made relating to the pandemic and its impact, the association had run Chinese school classes on Sundays at Westminster College prior to March 2020. For over four decades since its inception in 1968 these classes have benefited thousands of Chinese children, as well as many of those from other ethnic background. The school follows a curricular programme that guides students to attaining excellent grades in GCSE Chinese, a recognised academic qualification in the UK.

Kung Ho's main objectives for next year are:

1. To explore the online teaching and learning provisions, via the use of the UKAPCE app (UK Association for the Promotion of Chinese Education).
2. To provide information on Kung Ho Chinese School, its opening times, a calendar of activities and other communication with parents and students via its social media page.
3. To develop potential income streams (including rental income) to support the ongoing School activities.

Volunteers and members

Volunteers

Prior to the temporary suspension of the School activities, the Kung Ho Association has twenty volunteer teachers and 15 management committee members.

Members

In terms of its membership, the Association has taken an informal approach to the recording members' details and enforcement of rules. With a steady but marginally increasing number of members, the management committee proposed the introduction of a more formal register where personal and membership details could be properly recorded and maintained with due consideration to all current and applicable data protection laws.

Achievements and performance

Background

Kung Ho considers itself an umbrella charitable association that serves to represent and develop a coherent voice for the ethnic Chinese living in London. Generations of students have achieved excellent attainment from the Chinese school in their formal academic training with us every Sunday during school term time. Our students have retained and, for some, regained pride in their cultural roots and values. Many of our former students return to the school as volunteer teachers, further reinforcing the communal aspects of our work.

Since March 2021, the school explored various options including online teaching provisions. The Chinese school hopes to attract current and prospective students to join the online class. Students who are currently participating in the class are temporarily exempt from tuition fees, and teachers who support the delivery of the online course are reimbursed expenses as volunteers, in line with the existing policies.

In conclusion, it has been a very challenging year in relation to services delivered to our members and children at the Chinese school. The management committee continued to recognise the importance of having the association's accounts up to date. The Association would like to thank Liu's Accountancy for their advice and independent examination.

Financial review

The income resources decreased by 24% to £30,330 (*2020: £60,388*) while resources expended have decreased by 66% to £13,503 (*2020: £39,584*), creating a net surplus to the funds of £22,827 (*2020: net surplus of £20,804*). This represents a 9% increase of the association's brought forward funds (*2020: 7% increase*).

Owing to restrictions imposed by the Covid-19 measures, no fundraising events took place during the year. The association's cash balance represented 42% of total net assets during the year (*2020: 35%*).

- Reserves and investment policies

During the year the management committee continued its banking facilities with Bank of China and HSBC, the existing bankers. As the association's reserves are limited and all funds held by the association earn interest tied to the banks' respective base rates, the management committee does not have an investment policy at present. It will review both this and the reserves policy when the association's reserves increase. The free reserves as at the year-end amounted to £118,611 (*2020: £90,712*).

- Risk assessment

The management committee does not believe the association is subject to any substantial risks beyond the liabilities disclosed in the financial statements. The association has no employees and owns a freehold property at 9 Kenrick Place, London. It holds building and contents insurance policies.

The management committee accepts that the association's reputation could be at risk through a serious complaint regarding a teacher's conduct. In addition to the existing training programme for all volunteer teachers, the management committee is considering formalising the recruitment vetting process of volunteers, which will be reviewed on a regular basis. The process includes the enhanced Criminal Records Bureau on volunteers and committed members.

Accounting and reporting responsibilities

The management committee is responsible for preparing financial statements for each financial year, which gives a true and fair view of the association's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the management committee should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgement and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the association will continue in operation.

The management committee is responsible for:

- keeping accounting records which disclose with reasonable accuracy at any time the financial position of the association and enable the management committee to ensure that the annual financial statements comply with the applicable Charities Acts; and
- safeguarding the association assets and for taking reasonable steps for prevention and detection of fraud and other irregularities.

Trustees' declaration

The report was approved by the trustees on 18 December 2021 and signed on their behalf by:

Chairperson

Treasurer

Kung Ho Association							
Overall Statement of Financial Activities							
For the Year Ended 5 April 2021							
					Unrestricted	Endowment	
					funds	funds	
							2021
							2020
			Notes		£	£	£
Income resources							
Income resources from generating funds							
- Activities for generating funds							
	Gross takings from events	3				-	3,463
	School shop sales					-	12
	Donations received			11,200		11,200	-
	Sundry income			2,700		2,700	-
- Investment income: bank interest							
	Rental income			22,430		22,430	31,808
Incoming resources from charitable resources							
- Subscription & fees							
						-	12,771
Total incoming resources							
				36,330	-	36,330	48,054
Resources expended							
		4-8					
Cost of generating funds							
- Fundraising costs							
	Payments for events			1,000		1,000	1,679
	Telephone, advertising & promotions			100		100	50
	Sundry expenses					-	1,670
- Investment costs: bank charges							
				91		91	63
Charitable activities (school operations)							
	Premises expenses				3,223	3,223	19,964
	Repairs & renewals				430	430	1,480
	Travelling			2,008		2,008	4,842
	Printing, postage & stationery			88		88	297
	Others (including roundings)					-	(1)
	Insurance				1,357	1,357	1,334
	Depreciation				5,206	5,206	5,206
Governance costs							
						-	3,000
Total resources expended							
				3,287	10,216	13,503	39,584
Net movement in funds							
				33,043	(10,216)	22,827	8,470
Total funds brought forward							
		16		90,578	174,317	264,895	256,559
Transfers							
		15		(5,010)	5,010	-	-
Adjustments & roundings							
						-	-
Total funds carried forward							
				118,611	169,111	287,722	265,029

Kung Ho Association							
Statement of Financial Activities - The Association							
For the Year Ended 5 April 2021							
					Unrestricted	Endowment	
					funds	funds	
							2021
							2020
			Notes		£	£	£
Income resources							
Income resources from generating funds							
- Activities for generating funds							
	Gross takings from events	3		-	-		3,463
	School shop sales						
	Donations received	3		-	-		-
	Sundry income			-	-		-
- Investment income: bank interest							
	Rental income			22,430	22,430		-
Incoming resources from charitable resources							
- Subscription & fees							
Total incoming resources							
				22,430	-	22,430	3,463
Resources expended							
Cost of generating funds							
- Fundraising costs							
	Payments for events & donations	3		1,000	1,000		1,192
	Telephone, advertising & promotions			100	100		50
	Sundry expenses			-	-		1,250
- Investment costs: bank charges							
Charitable activities (school operations)							
	Premises expenses				360	360	585
	Repairs & renewals				421	421	1,480
	Travelling			-	-		-
	Printing, postage & stationery			73	73		240
	Others (including roundings)						
	Insurance				1,357	1,357	1,334
	Depreciation				5,206	5,206	5,206
Governance costs							
Total resources expended							
				1,264	7,344	8,608	14,400
Net movement in funds							
Total funds brought forward							
		16		80,341	170,918	219,451	230,386
Total funds carried forward							
				101,507	163,574	233,273	219,449

Kung Ho Association							
Statement of Financial Activities - Kung Ho Chinese School							
For the Year Ended 5 April 2021							
					Unrestricted	Endowment	
					funds	funds	
							2021
							2020
				Notes	£	£	£
Income resources							
Income resources from generating funds							
- Activities for generating funds							
						-	-
					-	-	12
					11,200	11,200	-
					2,700	2,700	-
- Investment income: bank interest							
					-	-	-
Rental income							
					-	-	-
Incoming resources from charitable resources							
- Subscription & fees							
					-	-	12,771
Total incoming resources							
					13,900	-	13,900
Resources expended							
Cost of generating funds							
- Fundraising costs							
					-	-	487
					-	-	-
					-	-	420
- Investment costs: bank charges							
Charitable activities (school operations)							
						2,863	2,863
						9	9
					2,008	2,008	4,842
					15	15	57
						-	-
						-	-
						-	-
Governance costs							
					-	-	-
Total resources expended							
					2,023	2,872	4,895
Net movement in funds							
					11,877	(2,872)	9,005
Total funds brought forward							
				16	34,142	(19,379)	14,763
Total funds carried forward							
					46,019	(22,251)	23,768

Kung Ho Association							
Overall Balance Sheet							
For the Year Ended 5 April 2021							
					Unrestricted	Endowment	
					funds	funds	
							2021
							2020
			Notes		£	£	£
Fixed assets							
- Tangible fixed assets		9		-	169,111	169,111	174,317
- Investments		10		-	-	-	-
Total fixed assets				-	169,111	169,111	174,317
Current assets							
- Debtors		11				-	-
- Cash at bank and in hand				120,111	-	120,111	91,706
Total current assets				120,111	-	120,111	91,706
Creditors:							
- amounts falling due within one year		12		1,500	-	1,500	994
Total assets less current liabilities				118,611	169,111	287,722	265,029
Creditors:							
- amounts falling due after one year				-		-	-
Net assets				118,611	169,111	287,722	265,029
Funds of the charity							
		13					
Fund balance brought forward				92,983	174,317	267,300	256,560
Incoming resources				33,925	-	33,925	48,054
Outgoing resources				(3,286)	(10,216)	(13,502)	(39,584)
Transfers		15		(5,010)	5,010	-	-
Gains and losses				-	-	-	-
Fund balance carried forward				118,611	169,111	287,722	265,029
The notes on pages 11 to 16 form part of these financial statements.							

Approved by the trustees on 18 December 2021 and signed on their behalf by:

Chairman

Treasurer

Kung Ho Association							
Balance Sheet - The Association							
For the Year Ended 5 April 2021							
					Unrestricted	Endowment	
					funds	funds	restated
							2021
							2020
			Notes		£	£	£
Fixed assets							
- Tangible fixed assets		9				169,111	169,111
- Investments		10				-	-
Total fixed assets					-	169,111	169,111
Current assets							
- Debtors		11			-	-	-
- Cash at bank and in hand					95,065	-	95,065
Total current assets					95,065	-	95,065
Creditors:							
- amounts falling due within one year		12			1,500		1,500
Total assets less current liabilities					93,565	169,111	262,676
Creditors:							
- amounts falling due after one year						-	-
Net assets					93,565	169,111	262,676
Funds of the charity							
Fund balance brought forward					76,942	174,317	251,259
Incoming resources					20,025	-	20,025
Outgoing resources					(1,264)	(7,344)	(8,608)
Transfers		15			(2,138)	2,138	-
Gains and losses					-	-	-
Fund balance carried forward					93,565	169,111	262,676

Kung Ho Association							
Balance Sheet - Kung Ho Chinese School							
For the Year Ended 5 April 2021							
					Unrestricted	Endowment	
					funds	funds	
							2021
							2020
			Notes		£	£	£
Fixed assets							
- Tangible fixed assets		9			-	-	-
- Investments		10			-	-	-
Total fixed assets					-	-	-
Current assets							
- Debtors		11			-	-	-
- Cash at bank and in hand					25,046	-	25,046
Total current assets					25,046	-	25,046
Creditors:							
- amounts falling due within one year		12			-	-	-
Total assets less current liabilities					25,046	-	25,046
Creditors:							
- amounts falling due after one year					-	-	-
Net assets					25,046	-	25,046
Funds of the charity							
Fund balance brought forward					16,041	-	16,041
Incoming resources					13,900	-	13,900
Outgoing resources					(2,022)	(2,872)	(4,894)
Transfers		15			(2,872)	2,872	-
Gains and losses					-	-	-
Fund balance carried forward					25,046	-	25,046

Note 1 Basis of preparation

1. Basis of accounting

These financial statements have been prepared on the basis of historic cost in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (issued in March 2008) and applicable accounting standards;
- Financial Standards for Smaller Enterprises; and
- The Charities Acts 2016, 2011 and related regulations.

In particular the Statement of Financial Activities shows resources classified to properly reflect the activities of the association. The financial statements have been prepared on a deferred income and accruals basis.

2. Change in basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

3. Changes to previous accounts

No changes have been made to accounts for previous years.

Note 2 Accounting policies

Incoming resources

1. Recognition of incoming resources

These are included in the financial statements when:

- the association 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.

2. Incoming resources with related expenditures

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in financial statements.

3. Grants and donations

Grants and donations are only included in the financial statements when the association has unconditional entitlement to the resources.

4. Subscription income and school fees

Subscriptions from members cover a 12 month period and are renewable annually, depending on when the association received the initial subscription. School fees cover a 12 month academic year runs from 1 September to the following 31 August. Fees are payable at the start of each academic year on enrolment or re-enrolment of students.

5. Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the financial statements at the same time as the gift to which they relate.

6. Contractual income and performance related grants

This is only included in the financial statements once the related goods or services have been delivered.

7. Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the association or the amount actually realised.

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the association.

Gifts in kind for use by the association are included in the financial statements as incoming resources when receivable.

8. Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the association is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the association of the services or facility received.

9. Volunteer help

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

10. Investment income

This is included in the accounts when received.

11. Investment gains and losses

This includes any gain or loss resulting from revaluing investments to market value at the end of the year, and on the sale of investments.

Expenditure and liabilities

12. Liability recognition

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

13. Governance costs

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

14. Grants with performance conditions

Where the association gives a grant with conditions for its payment being a specific level of services or output to be provided, such grants are only recognised in the financial statements once the recipient of the grant has provided the specified service or output.

15. Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grants which remain in the control of the association.

16. Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of the resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Assets

17. Tangible fixed assets for use by the association

There 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 association on receipt.

18. Investments

Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.

19. Stocks and work in progress

These are valued at the lower of cost or market value.

Note 3 Analysis of incoming resources

				2021	2020
				£	£
Gross takings from events					
	Annual dinner			700	700
	Badminton tournament			-	2,063
	Other events			-	-
Total takings from events				700	2,763

Note 4 Analysis of resources expended

				£	£
Payments for events					
	Annual dinner			1,000	80
	Badminton tournament			-	1,112
	Other events			-	-
Total payments for events				1,000	1,192

Note 5 Support costs

The association has not analysed its support costs using activity categories.

Note 6 Details of certain items of expenditure

1. Trustee expenses

No expenses were paid to trustees during the year.

2. Fees for examination of the accounts

No fees were paid for any external statutory scrutiny of accounts or other services provided by the independent examiner.

Note 7 Paid employees

The association has no paid employees during the year.

Note 8 Grant making

1. Total value of grants

The association has not made grants or donations which in aggregate form a material part of the charitable activities undertaken.

2. Grant making costs

The association does not identify and/or allocate support costs associated with grant making.

3. Grant made to institutions

The association has not made grants or donations to particular institutions that are material in the context of its grant making.

Note 9 Tangible fixed assets

1. Cost or valuation

				Freehold Property	Fixtures, fittings & equipment	Total
				£	£	£

(a) Association:

Balance brought forward				260,314	2,533	262,847
Additions				-	-	-
Disposals				-	-	-
Balance carried forward				260,314	2,533	262,847

(b) Chinese School:

Balance brought forward				-	7,527	7,527
Depreciation charge for year				-	-	-
Disposals				-	-	-
Balance carried forward				-	7,527	7,527

2. Accumulated depreciation and impairment provisions

				Freehold Property	Fixtures, fittings & equipment	Total
				£	£	£

Basis
Rate

Straight-line
50 years

Straight-line
4 years

(a) Association:

Balance brought forward				85,997	2,533	88,530
Depreciation charge for year				5,206	-	5,206
Disposals				-	-	-
Balance carried forward				91,203	2,533	93,736

					Fixtures, fittings & equipment	
				Freehold Property		Total
				£	£	£
			Basis Rate	Straight-line 50 years	Straight-line 4 years	

(b) Chinese School:

Balance brought forward		-	7,527	7,527
Depreciation charge for year		-	-	-
Disposals		-	-	-
Balance carried forward		-	7,527	7,527

3. Net book value

(a) Association:

Brought forward		174,317	-	174,317
Carried forward		169,111	-	169,111

(b) Chinese School:

Brought forward		-	-	-
Carried forward		-	-	-
Total net book value carried forward		169,111	-	169,111

4. Revaluation

The fixed assets have not been re-valued during the year.

Note 10 Investment assets

The association has no investment assets.

Note 11 Debtors and prepayments

The association has no overall debtors or prepayments as at the balance sheet date. The association has an intra-balance of £nil debtors (2020: £nil) with its Chinese school; the balance cancels out on consolidation – also see Note 12 and Note 16.

Note 12 Creditors and accruals

The Chinese school has an intra-balance of £nil creditors (2020: £nil) with the association; the balance cancels out on consolidation – also see Note 11 and Note 16.

1. Analysis of creditors: amounts falling due within one year

				2021	2020
				£	£
Accruals and deferred income				1,500	994
Total				1,500	994

2. Security over assets

There is no loan, overdraft or other creditor that holds a charge or other security over any assets of the association.

Note 13 Endowment and restricted income funds

The association holds an expendable endowment fund in respect of its freehold property at 9 Kenrick Place, London.

Note 14 Transactions with related parties

The association has no transactions with related parties (other than the trustee expenses explained in Note 6).

Note 15 Transfers between funds

Property-related expenditures including the depreciation charge on tangible fixed assets, building insurance, repairs and the part-time caretaker cost have been allocated against the endowment funds. The association receives rental income from the property. The transfer between unrestricted and endowment funds at the balance sheet date comprises of the above expenditure movements during the year and is notional in relation to the non-cash depreciation charge on assets.

Note 16 Intra-balances between the Association and the School

The management committee has agreed to cancel the intra-balances of debtors and creditors between the association and the school in avoid the build up of significant balance sheet items. The balances cancel out on consolidation and have no impact on the overall balance sheet or profit and loss account.

Kung Ho Association

Independent Examiner's Report to the Trustees of Kung Ho Association

I report on the financial statements of Kung Ho Association for the year ended 5 April 2021, which are set out on pages 5 to 16.

This report is made solely to the association's trustees, as a body, in accordance with Section 43(3) of the Charities Act 1993 (the Act). My examination has been undertaken so that I might state to the trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the association and the association's trustees as a body for my examination, for this report or for the opinion I have formed.

Respective responsibilities of trustees and examiner

The association's trustees are responsible for the preparation of the financial statements and accompanying notes. The trustees consider that the audit requirement of Section 43(2) of the Act does not apply and that an independent examination is needed. It is my responsibility to:

- examine the financial statements in accordance with Section 43(3)(a) of the Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under Section 43(7)(b) of the Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the association and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the financial statements.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that, in any material respect, the requirements to:
 - o keep proper accounting records in accordance with Section 41 of the Act; and
 - o prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Sunny Liu BA FCCA
Liu's Accountancy
4 Saxon Road
Walton on Thames
Surrey KT12 3HD

18 December 2021