

Leeds Chinese Community School

Charity number 516097

Annual Report and Financial Statements for the year ended 31 August 2020



West Yorkshire Community Accounting Service

Leeds Chinese Community School

Annual Report and Financial Statements for the year ended 31 August 2020

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Prepared by West Yorkshire Community Accounting Service

Leeds Chinese Community School

Trustees' report for the year ended 31 August 2020

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Bei Gao	Chair	
Kayan Tsang	Deputy Chair	
Michelle Lam	Safeguarding	
Yi Ling Chan	Safeguarding	
Fiona Kit	Treasurer	
Yuan Ming Li	Co-Treasurer	
Man Chiu Leung	Health & Safety Officer	
Lisa Lau		
Yong Hong Peng		Resigned May 2020
Yan Chu		
Danilu Liu	Child Protection	
Hui Wen Chang		

Charity number

The charity was registered with the Charity Commission for England and Wales, number 516097, on 18 February 1985.

Principal address

c/o The Grammar School at Leeds
Alwoodley Gates
Harrogate Road
Leeds
LS17 8GS

Bankers

Barclays Bank plc
Vicar Lane Business Centre
1 The Headrow
Leeds
LS1 1JS

Independent examiner

Stephen Procter

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is governed by a constitution adopted on 20 January 1985 as amended 18 May 2003.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Leeds Chinese Community School

Trustees' report (continued) for the year ended 31 August 2020

Objectives and activities

The charity's objects

The advancement and promotion of education in the culture, traditions and language of China amongst the public, and in particular Chinese adults and children resident in the county of West Yorkshire.
The advancement, promotion and teaching of the public, in particular Chinese adults and children resident in the said area.
To provide recreational activities pursuant to the provisions of the Recreational Charities Act 1958.
To relieve persons in the area of benefit, who are in conditions of need, hardship and distress.

The charity's main activities

Provides out of school hours activities for school age children, e.g., Chinese language lessons (both Mandarin and Cantonese), Chinese Dance, Taekwondo, Tai Chi etc. in Leeds and districts. We also provide Chinese language lessons for adults and promote Chinese culture amongst the local community.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education.

Achievements and performance

Same as previous year, though due to Covid-19 pandemic outbreak from January 2020, again during this school year many activities and some other school work has been paused.

Our student achievements include:

- Mandarin GCSE exam: 4 students scored 9 and 3 students scored 8.
- Mandarin A Level exam: 1 student achieved A; 2 students achieved B.
- Mandarin AS exam: 3 students achieved A.
- Cantonese A Level exam: 1 student achieved A; 1 student achieved B

UK Association for the Promotion of Chinese Education 2020 Calligraphy Competition:
8 students have been awarded 2nd and 3rd prizes.

UK Federation of Chinese Schools 2020 Chinese New Year Card Design Competition:
2 students have been awarded 2nd and 3rd prizes.

UK Federation of Chinese Schools 2020 Chinese Calligraphy Competition:
2 First prizes and 2 Third prizes.

Extra curriculum activities:

- September 2019, our school choir (Singing class) attended the 70th anniversary of the founding of the People's Republic of China in London.
- Feb 2020 - Adult dance group and Children dance group performed at Manchester Chinese New Year Gala.

Covid-19

Enrolment for school year 2020/2021 was reduced by 1/3 due to unable to return to classroom. The rent for the premises stopped from February 2020.
At the time of signing these accounts the charity has been impacted by the global Covid-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to meet its liabilities as they fall due.

Financial review

The net receipts for the year were £15,252, all relating to unrestricted funds.

Leeds Chinese Community School

Trustees' report (continued) for the year ended 31 August 2020

Reserves policy

The charity's free reserves at the year end were £114,173.

The matter of excess reserves has been discussed and the trustees intend to review the position in the coming year. For example, we have discussed in our recent committee meeting to use some of the reserves to recruit an exam officer in the new year to cope with the workload of organising the exams for the new GCSE and A level specification

Due to the Covid-19 pandemic outbreak from January 2020, again during this school year period much school work has been paused, we will review our policy once the restriction is lifted and school is back to normal.

Signed on behalf of the board of trustees on 12/05/2021

Fiona Kit (Trustee)

Leeds Chinese Community School

Independent examiner's report to the trustees of Leeds Chinese Community School

I report to the charity trustees on my examination of the accounts of the Trust for the year ended 31 August 2020, which are set out on pages 6 to 9.

Responsibilities and basis of report

As the charity 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 as carried out under section 145 of the 2011 Act. 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 giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2 the accounts do not accord with those records.

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.

Stephen Procter

17/05/2021

West Yorkshire Community Accounting Service

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Leeds Chinese Community School

Receipts and payments account

for the year ended 31 August 2020

	Notes	2020 Total funds £	2019 Total funds £
Receipts			
Grants and donations	(2)	4,967	7,436
Tuition fees	(3)	50,449	48,972
Other fees and charges		446	5,332
Fundraising for Moching		1,104	1,694
Dance class		805	608
Events and activities		140	3,437
Exam fees		355	1,035
Yoga class		300	-
Bank interest		41	51
Total receipts		58,607	68,565
Payments			
Freelance, volunteer staff and related costs		19,629	20,369
Travel		304	690
Printing and stationery		1,597	1,479
Training		-	327
Books and publications		4,312	2,851
Membership fees		359	51
Insurance		776	761
Independent examination and bookkeeping		838	420
Equipment		1,232	923
Food		298	616
DBS checks		192	144
Rent and room hire		7,632	8,890
Exam fees		728	1,160
Events and activities		1,063	9,305
Other payments		425	1,153
Tuition fee refund		553	685
Bereavement for Moching		1,104	-
Awards and prizes		443	582
Online teaching costs		245	-
Dance expense		1,625	736
Total payments		43,355	51,142
Net receipts		15,252	17,423
Fund balances brought forward		98,921	81,498
Fund balances carried forward		114,173	98,921

Leeds Chinese Community School
Statement of assets and liabilities
as at 31 August 2020

	2020	2019
	Total	Total
	£	£
Cash funds		
Business saver account	25,474	25,432
Community account	88,699	73,489
Total cash funds	<u>114,173</u>	<u>98,921</u>

Assets retained for the charity's own use

Photocopier
 Laptop computer x 3
 Yamaha keyboard
 Flipchart
 Vacuum cleaner
 Mobile phones
 Radio equipment
 Camcorder

Liabilities	£
Independent examination	330
	<u>330</u>

Approval of the accounts

The financial statements were approved by the board of trustees on 12/05/2021

Fiona Kit (Trustee)

Leeds Chinese Community School

Notes to the accounts

for the year ended 31 August 2020

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

All funds are unrestricted (general) funds and are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Leeds Chinese Community School

Notes to the accounts continued

for the year ended 31 August 2020

2 Grants and donations

	2020	2019
	Total	Total
	funds	funds
	£	£
Consulate of the Chinese Embassy	-	2,099
UKFCS	-	200
Healthwatch Leeds	-	100
Leeds City Council	-	100
University of Leeds	500	400
Other donations	4,467	4,537
	<u>4,967</u>	<u>7,436</u>

3 Tuition fees

	2020	2019
	£	£
Receipts in year	50,449	48,972
Add receipts recorded in previous year	22,649	16,013
Less early receipts for next school year	<u>26,328</u>	<u>22,649</u>
Current year tuition fees	<u>46,770</u>	<u>42,336</u>

4 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

		2020	2019
		£	£
Name of trustee	Legal authority		
Bei Gao (Freelance GCSE teaching)	Governing document	1,350	-
Yan Chu (Freelance A Level teaching)	Governing document	<u>1,350</u>	<u>-</u>
		<u>2,700</u>	<u>-</u>

No trustee received any other remuneration or benefit during this or the previous year.