

Leeds Chinese Community School

Charity number 516097

Annual Report and Financial Statements for the year ended 31 August 2024



Leeds Chinese Community School

Annual Report and Financial Statements for the year ended 31 August 2024

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Prepared by West Yorkshire Community Accountancy Service CIO

Leeds Chinese Community School

Trustees' report for the year ended 31 August 2024

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	Resigned 5 May 2024
Kayan Tsang	Deputy Chair	
Michelle Lam	Safeguarding	
Yi Ling Chan	Safeguarding	
Fiona Kit	Treasurer	
Man Chiu Leung	Health & Safety Officer	Resigned 5 May 2024
Lisa Cheng		
Danilu Liu	Child Protection	Resigned 18 March 2024
Fu Yin Heinberg		Resigned 5 May 2024
Yue Huang		
Cheng Cheong Choy		Appointed 26 March 2024

Charity number	516097	Registered in England and Wales
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Registered and principal address	Bankers
C/o Bishop Young C of E Academy	Barclays Bank plc
Bishop Way	Vicar Lane Business Centre
Seacroft	1 The Headrow
Leeds	Leeds
LS14 6NU	LS1 1JS

Independent examiner

Kay Sargeant ACA

West Yorkshire Community Accountancy Service CIO

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 2024

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, promotion of social inclusion, cultural understanding and diversity and community development.

Achievements and performance

Leeds Chinese Community School (LCCS) resumed face-to-face teaching at Bishop Young CoE Academy in September 2022. All language classes are operational, alongside activity classes such as children's dance, adult dance, and music. Cultural events and activities are held throughout the year. Presently, we host 22 classes, serving 203 pupils with the support of 30 teaching volunteers.

In 2023-24, LCCS achieved outstanding exam results, with all Cantonese GCSE students scoring top grades and strong performances in Mandarin GCSE. The school hosted a range of cultural workshops, including dance, calligraphy, and singing. Major events included Chinese New Year celebrations. Students actively participated in national competitions, winning awards in calligraphy, greeting card, and Faichun design contests.

Financial review

The net receipts for the year were £29,493, including net receipts of £29,493 on unrestricted funds and net receipts of £0 on restricted funds.

Leeds Chinese Community School

Trustees' report (continued) for the year ended 31 August 2024

Reserves policy

The charity's free reserves, at the year end were £163,098.

The primary objective of the reserve policy is to fortify the financial stability and sustainability of Leeds Chinese Community School, given our reliance on tuition fees as the primary source of income. Unlike organisations with regular funding, our charity school depends heavily on the consistent flow of tuition fees to meet operational needs.

The charities reserves policy is to maintain reserves at a minimum of 1 year and a maximum of 2 years' worth of annual expenditure, factoring in a 10% inflation rate. Based on the annual expenditure for 2024/25 financial year of £62k this means reserves would be in the range of approximately £68k and £136k.

The trustees acknowledge the current reserves are in excess of the maximum specified in their policy by approximately £27k and are committed to strategically allocating funds for impactful initiatives, including teacher retention scheme, additional management team hours for handling increased workload, training and development, cultural events, school outings, equipment upgrades and accessibility initiatives.

In addition, discounted rates received in rent and room hire are due to be withdrawn in the current financial year, and therefore costs are expected increase further, and therefore this excess is currently being held as a buffer, until the full cost is known.

Approved by the board of trustees on 23/3/2025

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 charity for the year ended 31 August 2024, 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 charity'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 Charities Act;
- 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.

Kay Sargeant ACA

7/4/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Leeds Chinese Community School
Receipts and payments account
for the year ended 31 August 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Receipts					
Grants and donations	(2)	11,591	1,200	12,791	2,022
Tuition fees		57,989	-	57,989	31,959
Other fees and charges		16	-	16	42
Events and activities		3,615	-	3,615	3,080
Exam fees		3,744	-	3,744	672
Bank interest		351	-	351	107
Total receipts		77,306	1,200	78,506	37,882
Payments					
Freelance, volunteer staff and related costs		20,548	-	20,548	16,371
Travel		71	-	71	205
Printing and stationery		137	-	137	251
Books and publications		4,077	-	4,077	2,670
Insurance		1,541	-	1,541	815
Independent examination		495	-	495	384
Bookkeeping		563	-	563	450
Equipment		2,184	-	2,184	799
Food		914	-	914	1,850
DBS checks		396	-	396	192
Rent and room hire		8,400	-	8,400	7,203
Exam fees		2,269	-	2,269	2,919
Events and activities		4,054	1,200	5,254	1,135
Other administrative costs		101	-	101	413
Awards and prizes		1,612	-	1,612	1,775
Software and website costs		451	-	451	342
Total payments		47,813	1,200	49,013	37,774
Net receipts / (payments)		29,493	-	29,493	108
Fund balances brought forward		133,605	-	133,605	133,497
Fund balances carried forward	(3)	163,098	-	163,098	133,605

Leeds Chinese Community School
Statement of assets and liabilities
as at 31 August 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	163,098	-	163,098	133,605
Total cash funds	<u>163,098</u>	<u>-</u>	<u>163,098</u>	<u>133,605</u>

Debtors and prepayments

	2024
	£
Prepayments	<u>142</u>
	<u>142</u>

Assets retained for the charity's own use

Various mobile phones and laptops
Classroom equipment

Liabilities

	2024
	£
Accruals	<u>6,078</u>
	<u>6,078</u>

The financial statements were approved by the board of trustees on 23/3/2025

Fiona Kit (Trustee)

Leeds Chinese Community School

Notes to the accounts

for the year ended 31 August 2024

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

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Leeds Chinese Community School
Notes to the accounts continued
for the year ended 31 August 2024

2 Grants and donations	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Leeds City Council (LCC)	-	1,200	1,200	-
Other donations	11,591	-	11,591	2,022
	<u>11,591</u>	<u>1,200</u>	<u>12,791</u>	<u>2,022</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Leeds Inspired (LCC)	-	1,200	1,200	-	-
	<u>-</u>	<u>1,200</u>	<u>1,200</u>	<u>-</u>	<u>-</u>

Fund name	Purpose of restriction
Leeds Inspired (LCC)	Funding for eight free workshops (four Chinese flag dance and four calligraphy and Chinese painting), two exhibitions, and two public events during the Lunar New Year period in 2024.

4 Related party transactions

Trustee expenses

During the year 5 trustees were paid a total of £2893 in respect of tuition (previous year: 7 trustees and £2,439).

Trustee remuneration and benefits

Details of remuneration and benefits

Name of trustee or related party	Legal authority	2024 £	2023 £
Bei Gao (Exam fees)	Governing document	1,000	1,000
		<u>1,000</u>	<u>1,000</u>