

**Chinese Language School N.I.**  
**(A Company limited by guarantee and not having a share capital)**

**Report of the Trustees**  
**For the year ended 31 August 2022**

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The Directors present their report and the unaudited financial statements of the charity for the year ended 31 August 2022.

**Reference and administrative details**

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

**Structure, governance and management**

The directors of the charitable company are its trustees for the purpose of the company law and throughout this report are collectively referred to as trustees.

**Governing document**

The organisation is a charitable company, limited by guarantee, governed by its Memorandum and Articles of Association, which is recognised as a charity by HM revenue and Customs.

**Recruitment, appointment, induction and training**

Most of the present trustees have been involved in the charity for a number of years and so are familiar with its work. The trustees regularly review the requirements of the charity and the possibility of a need for additional trustees. Any new trustees would be appointed by resolution of a meeting of all the trustees passed by a majority of those present. Appropriate training and induction is available to all trustees.

**Organisation structure**

The board of directors meet on a regular basis to review all aspects of the charity.

**Risk management**

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems are in place to mitigate any exposure to major risks. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the organisation. These procedures are periodically reviewed at least annually to ensure that they continue to meet the needs of the charity.

**Objective and activities**

The objective and principal activities of the company are: (1) to provide an opportunity for children from the local Chinese Community to learn and study the Chinese Language. Children from Local and other communities are welcome. (2) to develop the Chinese Language into a universal language, and (3) to promote Chinese Culture and education.

**Volunteers**

The charity is grateful for the un-stinting efforts of its volunteers who are involved in services provision and fund-raising.

**Achievements and performance**

Total incoming resources for the year were £54,734 (2021: £43,458). Total resources expended for the year amounted to £54,788 (2021: £37,525). The net deficit for the year amounted to £53 (2021 surplus: £5,933). The Trustees consider that the charity is in a satisfactory position to carry on its charitable activities.

**Reserve policy**

It is the policy of the charity to maintain free reserves which matches the needs of the trust, both at the current time and in the foreseeable future. This provides sufficient funds to cover running costs which include management, administration and support costs. Free reserves are those unrestricted reserves not designated or invested in fixed assets which are available for general use.

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**Funding**

The principal funding is from tuition fees and grants. A list of these can be found in notes 2 to 3 on page 9.

**Disclosure of Information to The Independent Examiner**

The Trustees who held office at the date of approval of this trustees' report confirm that, so far as they are each aware, there is no relevant information of which the Charitable Company's Independent Examiner is unaware; and each Trustee has taken all the steps they ought to have taken as a trustee to make themselves aware of any relevant accounting information and to establish that the Charitable Company's independent examiner are aware of that information.

**Statement of Trustees' Responsibilities**

Law applicable to incorporated charities in Northern Ireland requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements, the Trustees are required to:

- (1) select suitable accounting policies and the apply them consistently;
- (2) make judgements and estimates that are reasonable and prudent;
- (3) state whether applicable accounting standards have been followed subject to any departures disclosed and explained in the financial statements; and
- (4) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation. to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees have overall responsibility for ensuring that the charity has an appropriate system of internal controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Independent Examiner**

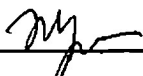
A proposal that Cleaver Black Ltd, be reappointed as Independent examiner will be put to the Annual General Meeting.

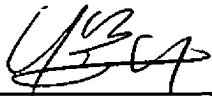
**Accounting & Reporting**

This report has been prepared in accordance with provisions of the Charities Act (Northern Ireland) 2008 and Charities (Annual Return) Regulations (Northern Ireland) 2015.

**Approval**

This report was approved by the Board of Trustees, and signed on its behalf.

  
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Mo Yuen Lee  
Trustee

  
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Yuanyuan McCoo Zhang  
Trustee

Date: 24 MAY 2023