

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	01	09	2023	To	31	08	2024

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

ALBA CATHAY CHINESE SCHOOL
SC040169
1/6 Kilgraston Court
Edinburgh
Postcode:EH9 2ES

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1			2 June 2018	
2			25 May 2019	
3			1 June 2024	
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year
	Resigned 1 June 2024

Structure, governance and management

Type of governing document

The School is set up under a constitution dated May 2008.

Trustee recruitment and appointment

The trustees were those elected in the AGM. Appointment and removal are in accordance with the School's constitution which requires that each trustee of the Board must have a general membership and is elected to a two-year term by the AGM. Each trustee may serve a total of two consecutive terms, any may stand for re-election after one year absence from the board. The election of any trustee should be organised by the board or the recognised authority of the School at the time.

Objectives and activities

Charitable purposes

The aim of the School is to advance understanding of Chinese language and culture.

Summary of the main activities in relation to these objects

The objectives of the School are:

- to provide both children and adults an opportunity to learn Chinese language and culture;
- to promote Chinese culture in the local community by working with relevant arts and cultural bodies; and
- to improve mutual understanding and promote racial harmony amongst the Chinese community.

APPENDIX 1

Achievements and performance

Summary of the main achievements of the charity during the financial period

Although the school is capable of navigating these challenging times, additional support from local communities and the government would greatly benefit our efforts.

Our pupils won the first prize in the "2023 Huawei Creativity Overseas Chinese Youth Creative Essay Competition." Also among the winners were two other pupils, who were awarded second prize, and another who received an Excellence Award. Additionally, our teachers were awarded with the title of "Outstanding Chinese Teachers in the UK" last year.

The school was awarded the title of "Model Schools of Chinese Education" by The Overseas Chinese Affairs Office of the State Council of the Chinese Government in 2013.

Financial review

Brief statement of the charity's policy on reserves

The principal risks facing the School are a lack of funds. All reserves are regularly monitored by the Trustees to ensure that sufficient funds are held to cover likely eventualities.

Details of any deficit

N/A

Donated facilities and services (if any)

N/A

APPENDIX 1

Other optional information

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (e.g. Chair)	Convener	
Date	12/10/2024	

Alba Cathay Chinese School

SC040169



Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	1	9	2023		31	8	2024

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations					-	77
Legacies					-	-
Grants		11,990			11,990	-
Receipts from fundraising activities	913				913	1,454
Gross trading receipts	690				690	197
Income from investments other than land and buildings	1,532				1,532	-
Rents from land & buildings					-	-
Gross receipts from other charitable activities	37,067				37,067	33,706
					-	
A1 Sub total	40,202	11,990	-	-	52,192	35,434
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	40,202	11,990	-	-	52,192	35,434
A3 Payments						
Expenses for fundraising activities	373				373	345
Gross trading payments					-	-
Investment management costs					-	-
Payments relating directly to charitable activities	11,869	11,979			23,848	17,941
Grants and donations					-	-
Governance costs:					-	-
Audit / independent examination	100				100	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
A3 Sub total	12,342	11,979	-	-	24,321	18,286
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	12,342	11,979	-	-	24,321	18,286
Net receipts / (payments)	27,860	11	-	-	27,871	17,148
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	27,860	11	-	-	27,871	17,148

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	122,211	-			122,211	105,063
	Surplus / (deficit) shown on receipts and payments account	27,860	11			27,871	17,148
						-	
						-	
	Cash and bank balances at end of year (Agree balances with receipts and payments account(s))	150,071	11	-	-	150,082	122,211
		-	-	-	-	-	-

	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments				
		Total	-	-

	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets					
		Total	-	-	-

	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities				
		Total	-	-

	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities				
		Total	-	-

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

Signature

Print Name

Date of approval

12 October 2024

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
Total			-

C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	X
--	---

C3b Trustee remuneration - details

Authority under which paid	£

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	X
---	---

C4b Trustee expenses - details

	Number of trustees	£

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

Alba Cathay Chinese School

SC040169

Additional analysis (1)**Analysis of receipts and payments****1 Donations**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
General	-				-	77
Designated	-				-	-
					-	
					-	
Total	-	-	-	-	-	77

- - - - - -

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £		Total current period to nearest £	Total last period to nearest £
HW - Teaching		1,275		1,275	
Chinese language and culture education		10,715		10,715	
				-	
				-	
Total	-	11,990		11,990	-

- - - - - -

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Fees	37,067				37,067	33,706
					-	
					-	
					-	
					-	
					-	
Total	37,067	-	-	-	37,067	33,706

- - - - - -

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Volunteer expenses	4,769	11,979			16,748	14,757
Rent	3,507				3,507	-
Office Stationery	89				89	212
Books etc.	699				699	338
Management Charges Payable	1,527				1,527	1,566
Insurance	441				441	379
Accounting	-				-	100
Marketing	259				259	-
Sundries	578				578	589
Total	11,869	11,979	-	-	23,848	17,941

- - - - - -

Additional analysis (2)

5 Breakdown of unrestricted funds

	General	Designated	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	-				-	77
Receipts from fundraising activities	913				913	1,454
Gross trading receipts	690				690	197
Bank interests	1,532				1,532	-
Gross receipts from other charitable activities	11,869	25,198			37,067	33,706
Sub total	15,004	25,198	-	-	40,202	35,434
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	15,004	25,198	-	-	40,202	35,434
Payments						
Expenses for fundraising activities	373				373	345
Payments relating directly to charitable activities	11,869				11,869	17,941
Governance costs:					-	-
Audit / independent examination	100				100	-
Sub total	12,342	-	-	-	12,342	18,286
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	12,342	-	-	-	12,342	18,286
Net receipts / (payments)	2,662	25,198	-	-	27,860	17,148
Transfers to / (from) funds					-	
Surplus / (deficit) for year	2,662	25,198	-	-	27,860	17,148

Nature and purpose of funds

Unrestricted funds are the funds that the School may use for any purpose so long as it meets the aims and objectives of the Charity outlined in it's governing document.

Alba Cathay Chinese School

SC040169

Additional analysis (3)**6 Breakdown of restricted funds**

	Multiple Restricted Funds	Restricted fund 3 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
Receipts						
Donations					-	
Legacies					-	
Grants	11,990	-			11,990	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	11,990	-	-	-	11,990	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	11,990	-	-	-	11,990	-
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	11,979				11,979	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
					-	
Sub total	11,979	-	-	-	11,979	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	11,979	-	-	-	11,979	-
Net receipts / (payments)	11	-	-	-	11	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	11	-	-	-	11	-

Nature and purpose of funds

--

APPENDIX 3



		Independent examiner's report on the accounts						v2
Report to the trustees/members of Registered charity number On the accounts of the charity for the period Set out on pages	Charity name	Alba Cathay Chinese School						
	Registered charity number	SC 040169						
	Period start date	Day	Month	Year	to	Day	Month	Year
	Period end date	01	09	2023		31	08	2024
Set out on pages								(remember to include the page numbers of additional sheets)
Respective responsibilities of trustees and examiner	<p>The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.</p>							
Basis of independent examiner's statement	<p>My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the 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 accounts.</p>							
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</p> <ol style="list-style-type: none"> which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 							
Signed:							Date:	12/10/2024
Name:								
Relevant professional qualification(s) or body (if any):								
Address:								

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

APPENDIX 3

Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of
any items that the
examiner wishes to
disclose