

Company No: 02287510
Charity No: 800142

HACKNEY CHINESE COMMUNITY SERVICES ASSOCIATION LIMITED

(Private Company Limited By Guarantee)

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2022

HACKNEY CHINESE COMMUNITY SERVICES ASSOCIATION LIMITED

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TRUSTEES AND OTHER COMPANY INFORMATION

Directors:
A Jarosy
L Poon
Y C Chong (Chair since 03/11/2021)
M Tran (Secretary since 03/11/2021)
B Lee (Treasurer since 03/11/2021)
J Lau
D Lam
Y W Yu
C Mui
C Pham

Trustees and Management Committee:
A Jarosy
L Poon
Y C Chong (Chair since 03/11/2021)
M Tran (Secretary since 03/11/2021)
B Lee (Treasurer since 03/11/2021)
J Lau
D Lam
Y W Yu
C Mui
C Pham

Company Secretary: M Tran

Company Number: 02287510 (England & Wales)

Charity Number: 800142

Registered Office:
28-32 Ellingfort Road
Hackney
London E8 3PA

Accountants:
Jacquards
Chartered Accountants
2 Burton House
Repton Place
White Lion Road
Amersham
Buckinghamshire HP7 9LP

REPORT OF THE TRUSTEES

The Directors and Management Committee, who are also the trustees of the Charity, present their annual report and financial statements for the year ended 31st March 2022. The Management Committee have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Governing Document

Hackney Chinese Community Services Association Limited is a company limited by guarantee governed by its memorandum and articles of association (as amended). It is a registered charity with the Charity Commission.

There are two main types of membership:

- Individual membership which is divided into three categories. Anyone living in the area of benefit and over the age of 18 can become a full member, anyone living in the area and under the age of 18 can become a junior member, and well-wishers anywhere can become associate members.
- Family membership which includes members and their spouse and issues under the age of 18.

In the event of the Charity winding up each member agrees to contribute £1 towards the assets of the Charity.

Construction and Appointment of the Management Committee/Trustees

The Management Committee shall consist of not less than five members nor more than 11 members, elected by the members at an AGM. All members of the Charity are entitled to nominate trustees prior to the AGM. Nominations must be made in writing and submitted within a set time before the AGM.

The Management Committee may in addition appoint not more than two co-opted members if, as a result, more than one third of the members of the Management Committee would be co-opted members. Each appointment of a co-opted member shall be made at a special meeting of the Management Committee.

No member of the Management Committee shall be an employee of the organisation or having any form of salary and reward from his/her post. All members of the Management Committee shall retire from office together at the end of the next annual general meeting after the date on which they came into office but they may be re-elected or re-appointed.

Trustees Induction and Training

All new trustees attend an induction day to be briefed on their legal obligations under charity and company laws, the contents of the memorandum and articles of association, the policy handbooks, the decision-making processes and day to day workings of the Charity. During the induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate their role.

Objects of the Charity and Organisation of Work

The Charity's objects and its principal activity are the provision, promotion and improvement of educational, social and health services to the local community of Hackney, London and primarily the Chinese community living in the area.

The Charity is organised so that the Management Committee meet regularly to manage its affairs. The Management Committee appoint a centre manager who is the Charity co-ordinator and manages the day to day administration of the Charity and organises fundraising initiatives. The remaining staff are utilised in the provision of charitable activities and the Management Committee is grateful for the support of volunteers in this endeavour.

REPORT OF THE TRUSTEES

Financial Review

The statement of financial activities shows the net surplus for the year of £118,416 (2021: £65,068) and our reserves stand at £253,884 (2021: £135,468) in aggregate. Of these reserves, there are designated funds of £211,732 (2021: £687).

Achievements and Performance

We continue to provide a range of services across all ages for the Chinese/Vietnamese community, currently these include: Advisory, Elderly Luncheon Club, Health Outreach and Singing and Dancing. The centre is very proud to celebrate the various traditional Chinese cultural events throughout the year with its members as well as joining in the local festivals. The Charity has a strong reputation as a place providing a range of quality services for the Chinese and Vietnamese community in Hackney, and strives to maintain and develop the range of services that it can provide.

We aim to carry on the excellent work of the Charity by attaining funding or grants to further help the Chinese/Vietnamese community in Hackney, and to give the Chinese and Vietnamese community in Hackney a voice or platform so that their needs can be heard.

Directors

The directors who held office during the period 1st April 2021 to the date of this report are as follows:

L F Man	- resigned on 27th October 2021
S Yeh	- resigned on 26th October 2021, co-opted on 3rd November 2021 and resigned on 3rd August 2022
	- joint Secretary since 3rd November 2021 and resigned on 3rd August 2022
J Chan	- resigned on 27th October 2021
A Jarosy	
L Poon	
Y C Chong	- resigned as Secretary on 3rd November 2021 and Chair since 3rd November 2021
K Qiao	- resigned on 27th October 2021
C Pham	- resigned on 27th October 2021 and co-opted on 3rd November 2021
M Lam	- resigned on 27th October 2021
M Tran	- co-opted on 14th April 2021 and Secretary since 3rd November 2021
B Lee	- elected in AGM on 27th October 2021 (Treasurer since 3rd November 2021)
J Lau	- elected in AGM on 27th October 2021
D Lam	- elected in AGM on 27th October 2021
Y W Yu	- elected in AGM on 27th October 2021
C Mui	- elected in AGM on 27th October 2021

None of the directors had a beneficial interest in the Charity.

Directors and Management Committee Responsibilities

The Directors are responsible for preparing financial statements in accordance with applicable laws and regulations.

The Directors and Management Committee are required by company law to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its results for that period. In preparing those financial statements, the Directors and Management Committee are required to:

- select suitable accounting policies and then apply them consistently;
 - make judgements and estimates that are reasonable and prudent;
 - state that the financial statements comply with applicable financial reporting standards;
 - prepare financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.
-

REPORT OF THE TRUSTEES

The Directors and Management Committee are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (effective 1 January 2019) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

On behalf of the Directors and Management Committee

Y C Chong
Director

Date:

6/12/2022

A handwritten signature in black ink, appearing to read 'Y C Chong', written over a dotted line. The signature is written in a cursive style.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HACKNEY CHINESE COMMUNITY SERVICES ASSOCIATION LIMITED

I report to the trustees on my examination of the accounts of Hackney Chinese Community Services Association Limited (the Charity) for the year ended 31 March 2022.

Responsibilities and basis of report

The company's Directors and Management Committee (who are also the trustees for the charitable activities of the Charity) are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act). The Charity's trustees consider that an audit is not required for this year (under section 144(2) of the Act) and that an independent examination is required.

I report in respect of my examination of the Charity's accounts carried out under section 145 of the Act, and in carrying out my examination I have followed the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Act).

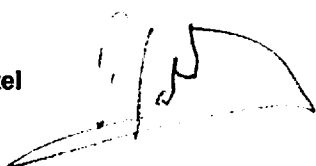
Independent Examiner's Report

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; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 to enable a proper understanding of the accounts to be reached.

Jayesh Patel
Jacquards



2 Burton House
Repton Place
White Lion Road
Amersham
Buckinghamshire HP7 9LP

Date: 6/12/2022

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2022

SUMMARY INCOME AND EXPENDITURE ACCOUNT

	<u>Note</u>	<u>Restricted Funds</u>	<u>Designated Funds</u>	<u>General Funds</u>	<u>Total 2022</u>	<u>Total 2021</u>
		£	£	£	£	£
INCOMING RESOURCES						
Grants receivable	2	322,286	-	-	322,286	172,432
Voluntary income	3	-	-	23,628	23,628	17,328
Fundraising & other income	4	-	4,822	50,585	55,407	6,871
Investment income	5	-	-	-	-	-
TOTAL INCOMING RESOURCES		322,286	4,822	74,213	401,321	196,631
RESOURCES EXPENDED						
Governance expenditure	6	-	-	82,283	82,283	18,265
Direct charitable expenditure	7	199,532	-	-	199,532	111,322
Fundraising and events costs	8	-	1,090	-	1,090	1,976
Transfer of funds		84,157	-	(84,157)	-	-
TOTAL RESOURCES EXPENDED		283,689	1,090	(1,874)	282,905	131,563
NET INCOME/(EXPENDITURE) FOR YEAR		38,597	3,732	76,087	118,416	65,068

STATEMENT OF OTHER RECOGNISED GAINS AND LOSSES

	<u>Note</u>	<u>Restricted Funds</u>	<u>Designated Funds</u>	<u>General Funds</u>	<u>Total 2022</u>	<u>Total 2021</u>
Net movement in funds for the year		38,597	3,732	76,087	118,416	65,068
Movements in Capital Reserve	14	(6,222)	207,313	(201,091)	-	-
Funds brought forward		6,222	687	128,559	135,468	70,400
Funds carried forward		38,597	211,732	3,555	253,884	135,468

The notes on pages 8 to 15 form part of these accounts.

BALANCE SHEET AS AT 31ST MARCH 2022

		<u>2022</u>		<u>2021</u>	
	<u>Note</u>	£	£	£	£
FIXED ASSETS					
Tangible Assets	10		157		186
Investments	11		2		2
CURRENT ASSETS					
Debtors	12	52,360		43,177	
Cash at Bank and in Hand		211,726		152,642	
		264,086		195,819	
CREDITORS: Amounts falling due within one year	13	10,361		60,539	
NET CURRENT ASSETS			253,725		135,280
			253,884		135,468
Represented By:					
RESERVES					
Unrestricted Funds:					
Restricted Funds	14		38,597		6,222
Designated Funds	14		211,732		687
General Funds			3,555		128,559
			253,884		135,468

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2022.

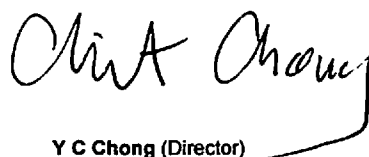
The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2022 in accordance with Section 476 of the Companies Act 2006.

The Directors acknowledge their responsibility for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006, and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its income and expenditure for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Management Committee on 15th November 2022 and signed on its behalf by:


Y C Chong (Director)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

1. ACCOUNTING POLICIES**Basis of Accounting**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Cash Flow Statement

The accounts do not include a cash flow statement because the Charity, as a small reporting entity, has taken advantage of the exemption from the requirement to prepare such a statement under Financial Reporting Standard 1.

Tangible Fixed Assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Plant, fixtures and equipment - 25% straight line basis

Fixed Asset Investments

Fixed asset investments are stated at cost less provision for diminution.

Fund Accounting

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

Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

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

Incoming Resources

Voluntary income and donations are accounted for on a receipt basis. The income from fundraising ventures and events is shown gross, with the associated costs included in fundraising costs. No permanent endowments have been received in the period, but these are dealt with through the statement of financial activities when received.

Grants receivable are included in the statement of financial activities in the period in which they are received. Where grants are provided for a specific purpose and the related expenditure has not been incurred as at the balance sheet date, the grant is deferred and shown under creditors.

Resources Expended

Expenditure is recognised on a cash basis. Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. All costs are allocated between the expenditure categories on a basis designed to reflect the use of the resource.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

1. ACCOUNTING POLICIES - continued**Value Added Tax**

Value added tax is not recoverable by the Charity, and as such is included in the relevant expenditure headings in the statement of financial activities.

2.	<u>2022</u>	<u>2021</u>
	£	£
GRANTS RECEIVABLE		
London Borough of Hackney		
Advice Services Project	20,132	20,132
Hackney CVS		
Elderly Lunch Clubs	35,080	35,080
BAME Hackney Chinese Table Tennis Club	17,778	27,086
Homerton University Hospital NHS Foundation Trust		
Bi-lingual Health Advocacy	27,778	27,777
City & Hackney Public Health - Hackney Giving		
Covid-19 Contact Point and Information Project	13,160	5,640
HG Covid Info Small Grant	5,000	
London Community Response Fund - Wave 4 Navigating Crisis Grant		
Mental Health Project	5,920	8,000
London Community Respond Fund - City of London Corporation		
LCRF_W5_ESEA Outreach (Main)	49,889	-
Paul Hamlyn Foundation		
PHF_ESEA Outreach (Supplement)	20,000	-
London Borough of Hackney / Mind		
LBH_Mind_Mental Health Counselling	7,189	-
LBH_Mind_Mental Health Outreach	24,488	-
Department for Levelling Up, Housing & Communities		
Hong Kong BN(O) Welcome Programme Regional VCSE Grant Scheme 2021	28,418	-
The National Lottery Community Fund.		
NLCF Staying Active	10,000	-
Hackney Giving		
HG_IT Surgery	3,000	-
Hackney Giving - Community Led Outreach Grants		
HG_Vaccination Inequality	5,000	-

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

	<u>2022</u>	<u>2021</u>		
	£	£		
GRANTS RECEIVABLE - continued				
London Borough of Hackney - Community Chest				
Community Chest_Day Trip	1,000	-		
GLA & Crowdfund London				
OBCH_Commercial Kitchen	48,454	-		
National Lottery Community Fund & H M Government				
- Coronavirus Community Support Fund				
East and Southeast Asian Outreach Project	-	35,367		
The Fore - RAFT Fund				
Racial Awareness Project	-	5,000		
Coronavirus Response Fund - Hackney Giving				
Digital Inclusion Project	-	3,000		
GLA-Community Conversation Grant				
GLA-Community Conversation Project	-	350		
National Lottery & London Community Response Fund				
Confronting Covid-Related Hate Project	-	5,000		
	<u>322,286</u>	<u>172,432</u>		
	£	£		
3. VOLUNTARY INCOME				
Donations and gifts	<u>23,628</u>	<u>17,328</u>		
4. FUNDRAISING & OTHER INCOME				
	<u>2022</u>	<u>2021</u>		
	<u>Unrestricted</u>		<u>Unrestricted</u>	
	<u>Designated</u>	<u>General</u>	<u>Designated</u>	<u>General</u>
	£	£	£	£
Membership subscriptions	-	2,970	-	1,200
BAME HCTTC	1,549	-	687	-
HCCSA Projects (Fundraising)	3,273	-	-	1,976
Self-generated income	-	47,615	-	3,008
	<u>4,822</u>	<u>50,585</u>	<u>687</u>	<u>6,184</u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

	<u>2022</u>	<u>2021</u>
	£	£
5. INVESTMENT INCOME		
Interest received on bank account	-	-
	<u> </u>	<u> </u>
6. GOVERNANCE EXPENDITURE		
Staff costs	47,211	42,090
Rent, utilities and services	15,287	9,997
Printing, postage and stationery	732	-
Property refurbishment and repairs	1,738	817
Accountants' fees	1,800	1,816
Travelling and volunteer expenses	2,416	195
Professional fees	3,600	-
Depreciation/Capital expenditure	210	174
Impairment of fixed asset investment	-	-
Other	9,289	4,355
Cross charges to direct charitable expenditure		(41,179)
	<u> </u>	<u> </u>
	82,283	18,265
	<u> </u>	<u> </u>
7. DIRECT CHARITABLE EXPENDITURE		
Staff costs	103,637	54,888
Other apportioned direct services	95,895	56,434
	<u> </u>	<u> </u>
	199,532	111,322
	<u> </u>	<u> </u>
8. FUNDRAISING AND EVENTS		
	<u>Designated</u>	<u>General</u>
	£	£
Events expenditure covered by self-generated income	1,090	-
	<u> </u>	<u> </u>
		1,976
		<u> </u>
9. SURPLUS/(DEFICIT) FOR THE YEAR		
The surplus/(deficit) of income over expenditure is stated after charging:		
Depreciation of tangible fixed assets	210	174
	<u> </u>	<u> </u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

10. FIXED ASSETS	<u>Computer Equipment</u>	<u>Furniture & Equipment</u>	<u>Total</u>
Cost	£	£	£
As at 1st April 2021	17,583	65,289	82,872
Additions	-	181	181
Eliminated	<u>(17,583)</u>	<u>(65,125)</u>	<u>(82,708)</u>
As at 31st March 2022	-	345	345
Depreciation			
As at 1st April 2021	17,583	65,103	82,686
Charge for the year	-	210	210
Eliminated	<u>(17,583)</u>	<u>(65,125)</u>	<u>(82,708)</u>
As at 31st March 2022	-	188	188
Net Book Value			
As at 31st March 2022	-	157	157
As at 31st March 2021	-	186	186
11. FIXED ASSET INVESTMENTS	<u>Listed Investments</u>	<u>Other non-listed Investments</u>	<u>Total</u>
Cost	£	£	£
As at 1st April 2021	-	2	2
Impairments	-	-	-
As at 31st March 2022	-	2	2
Provision for Diminution			
As at 1st April 2021 & 31st March 2022	-	-	-
Net Book Value			
As at 31st March 2022	-	2	2
As at 31st March 2021	-	2	2

Other non-listed fixed asset investments comprise of investment in land and is stated at nominal value. By Management Committee resolution on 27th May 2020, it was agreed to recognise an impairment and to write off investment of two green belt lands in Kent relating to Yee Hong Elderly Foundation Project.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

	<u>2022</u>	<u>2021</u>
	£	£
12. DEBTORS		
Grants and funding receivable	50,715	41,944
Other debtors	1,645	1,233
	<u>52,360</u>	<u>43,177</u>
13. CREDITORS - Amounts falling due within one year		
Sundry creditors and accruals	10,361	12,085
Deferred income	-	48,454
	<u>10,361</u>	<u>60,539</u>
14. RESTRICTED AND DESIGNATED FUNDS		
Restricted Funds:		
Balance as at 1st April 2021	6,222	1,555
Surplus for the year	38,597	6,222
Transfer (to)/from reserves	(6,222)	(1,555)
	<u>38,597</u>	<u>6,222</u>
Balance as at 31st March 2022	<u>38,597</u>	<u>6,222</u>
Designated Funds:		
Balance as at 1st April 2021	687	432
Surplus for the year	3,732	687
Transfer (to)/from reserves	207,313	(432)
	<u>211,732</u>	<u>687</u>
Balance as at 31st March 2022	<u>211,732</u>	<u>687</u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

RESTRICTED AND DESIGNATED FUNDS - continued

	<u>2022</u>	<u>2021</u>
	£	£
Designated Reserves comprise the following:		
1) Crisis Reserves - Transferred from General Fund		
Reserve for HCCSA continuation for 6 months (approx. 50% of Governance Expenditure)		
Balance as at 1st April 2021	-	-
Transfer (to)/from reserves	38,000	-
	<u>38,000</u>	<u>-</u>
Balance as at 31st March 2022	<u>38,000</u>	<u>-</u>
Reserve for HCCSA's obligations and insolvency costs		
Balance as at 1st April 2021	-	-
Transfer (to)/from reserves	40,000	-
	<u>40,000</u>	<u>-</u>
Balance as at 31st March 2022	<u>40,000</u>	<u>-</u>
2) Reserve for OBCH Community Kitchen		
Balance as at 1st April 2021	-	-
Transfer (to)/from reserves	70,000	-
	<u>70,000</u>	<u>-</u>
Balance as at 31st March 2022	<u>70,000</u>	<u>-</u>
3) Reserve for OBCH Extra Furniture, Fixture and Equipment		
Balance as at 1st April 2021	-	-
Transfer (to)/from reserves	60,000	-
	<u>60,000</u>	<u>-</u>
Balance as at 31st March 2022	<u>60,000</u>	<u>-</u>
4) Other designated reserve		
Balance as at 1st April 2021	687	432
Surplus for the year	3,732	687
Transfer (to)/from reserves	(687)	(432)
	<u>3,732</u>	<u>687</u>
Balance as at 31st March 2022	<u>3,732</u>	<u>687</u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

	<u>2022</u>	<u>2021</u>
	£	£
15. OPERATING LEASE COMMITMENTS		
The following operating lease payments are committed to be paid under non-cancellable leases:		
Within one year	9,428	9,428
Between two and five years	7,071	2,540
	<hr/>	<hr/>
	16,499	11,968
	<hr/> <hr/>	<hr/> <hr/>

16 TRANSACTIONS WITH TRUSTEES

No remuneration is payable to Trustees in their capacity as members of the management committee.

Any transactions involving the management committee members were carried out in the course of normal activities of the Association, and are therefore not disclosed separately.