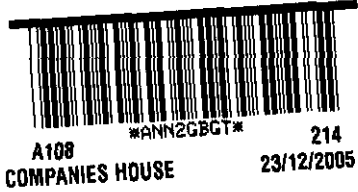


263906

**Islington Chinese Association**

**Trustees' Report  
and  
Financial Statements**

**31st March 2005**



**Company Number 2663906**

**Islington Chinese Association**

**Contents**

	<b>Page</b>
<b>Legal and Administrative Information</b>	<b>2</b>
<b>Trustees' Report</b>	<b>3-4</b>
<b>Independent Auditors' Report</b>	<b>5</b>
<b>Statement of Financial Activities and Income and Expenditure Account</b>	<b>6</b>
<b>Balance Sheet</b>	<b>7</b>
<b>Notes to the Financial Statements</b>	<b>8-10</b>

# Islington Chinese Association

## Legal and Administrative Information as at 31st March 2005

### Status

The company is limited by guarantee without a share capital under registration number 2663906 and is a registered charity under number 1042435.

### Trustees

The trustees who served during the year were:

Fiona Au	-	Throughout the year
Mary Cheung	-	" " "
Helena Hon	-	" " "
Chun Loy So	-	" " "
Florence Mo	-	" " "
Susie Yau	-	" " "
Stephen Ng	-	" " "
Wei Ling Choi	-	Appointed in the year
Christine Chin	-	Resigned in the year
Kim Ng	-	" " " "

The trustees of the charity are also directors of the company and there are no other trustees.

The trustees are all members of the company and collectively comprise the management committee which is the governing body of the company.

**Registered Office**                      33 Giesbach Road  
London  
N19 3DA

**Bankers**                                      Lloyds Bank Plc  
31/33 Holloway Road  
London  
N7 8JP

**Auditors**                                      John Rogers & Co.  
*Chartered Accountants & Registered Auditors*  
232 Leigham Court Road  
London  
SW16 2RB

# Islington Chinese Association

## Trustees' Report For the year ended 31st March 2005

The trustees present their report and the financial statements for the year ended 31st March 2005.

### Activities

The company's principal activity is the pursuance of any charitable object calculated to benefit the community, and in particular members of the Chinese community, within the Borough of Islington.

### Organisation

The charity is managed by a board of trustees currently comprising 8 members which meets bi-monthly and takes all decisions regarding policy and the direction of the charity. The day to day management is carried out by a manager and other employees.

### Risk Management

The trustees are in the process of carrying out a review of the major risks faced by the charity and establishing procedures to mitigate the effect of any risks identified.

### Reserves Policy

The charity receives funding from the local authority and charitable trusts and such funding is generally short term and subject to fluctuations. Therefore the trustees are aiming to build up the free reserves to the level of approximately six months expenditure to provide some security for periods when there is a shortfall in income.

### Review of the Year

Islington Chinese Association has achieved another successful year despite a tough funding environment. The drive to maintain existing funds while exploring new grants, together with a tight control on cost and substantial increase in donations ensured an increase of reserves to £107,749 (2004 - £55,101).

Apart from continuing to service our core user groups, this year also saw the beginning of innovative ideas: the first Chinese Musical 'When Yellow River meets The Thames', the first Chinese cookery book 'Wok With Me', a London-wide Chinese karaoke competition to name a few. Although some of these activities returned small profits, they are the seeding of future ideas as well as providing new dimensions to our volunteers.

Since the launch of the Capital Appeal in September 2004, £97,000 had been raised up to end of October 2005. With a £300,000 target, this is an encouraging start of a campaign to secure a stable and long term future for the organisation. The commitment to purchase its own premises will empower Islington Chinese Association with the ability to provide sustainable services to its members and wider community. We acknowledge the challenging times ahead, and we will focus on fundraising ideas in the next financial year which will bring us one step closer to target.

### Financial Results

The results for the year are set out on page 6.

Islington Chinese Association

Trustees' Report  
For the year ended 31st March 2005

**Statement of Trustees' Responsibilities**

The trustees are required by law to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the income and expenditure of the charity for that period. In preparing those financial statements, the trustees are required to:

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

The trustees are 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. 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.

**Approval**

This report was approved by the trustees on 9<sup>th</sup> December 2005 and signed by *Fiona Au*



Trustee

**Islington Chinese Association**

**Independent Auditors' Report to the Members of  
Islington Chinese Association**

We have audited the financial statements on pages 6 to 10 which have been prepared under the historical cost convention and the accounting policies set out on page 8.

**Respective responsibilities of trustees and auditors**

As described on page 4, the trustees, who are also the directors of Islington Chinese Association for the purpose of company law, are responsible for the preparation of accounts in accordance with applicable law and United Kingdom Accounting Standards. Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Trustees' Report is not consistent with the accounts, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charitable company is not disclosed.

We are not required to consider whether the statement in the Trustees' Report concerning the major risks to which the charity is exposed covers all existing risks and controls, or to form an opinion on the effectiveness of the charity's risk management and control procedures.

We read other information contained in the Trustees' Report and consider whether it is consistent with the audited accounts. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the accounts. Our responsibilities do not extend to any other information.

**Basis of opinion**


We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the accounts, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance as to whether the accounts are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we have also evaluated the overall adequacy of the presentation of information in the accounts.

**Opinion**

In our opinion the accounts give a true and fair view of the charitable company's state of affairs at 31st March 2005 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985.

232 Leigham Court Road  
London, SW16 2RB

  
John Rogers & Co.  
Chartered Accountants  
and  
Registered Auditors

9<sup>th</sup> December 2005

Islington Chinese Association

Statement of Financial Activities  
and  
Summary Income and Expenditure Account  
For the year ended 31st March 2005

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2005 £	Total Funds 2004 £
<b>Income/incoming resources</b>					
Grants and contracts	2	23,320	108,399	131,719	144,475
Fundraising		-	65,801	65,801	8,190
Users' contributions		40,461	-	40,461	39,639
Donations		3,636	-	3,636	13,094
Membership fees		2,895	-	2,895	2,790
Other income		1,750	-	1,750	3,220
Bank interest		993	-	993	443
<b>Total income/incoming resources</b>		<b>73,055</b>	<b>174,200</b>	<b>247,255</b>	<b>211,851</b>
<b>Expenditure/resources expended</b>					
Direct charitable expenditure	3	61,807	109,707	171,514	177,218
Costs of generating funds		7,721	-	7,721	9,512
Management of the charity		15,372	-	15,372	16,003
<b>Total expenditure/resources expended</b>		<b>84,900</b>	<b>109,707</b>	<b>194,607</b>	<b>202,733</b>
<b>Net income (expenditure) and net movement in funds</b>	6	<b>( 11,845)</b>	<b>64,493</b>	<b>52,648</b>	<b>9,118</b>
Funds brought forward		48,810	6,291	55,101	45,983
<b>Funds carried forward</b>		<b>36,965</b>	<b>70,784</b>	<b>107,749</b>	<b>55,101</b>

All of the above relates to continuing activities.

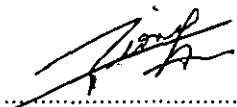
There were no recognised gains or losses apart from the above.

Islington Chinese Association

Balance Sheet  
as at 31st March 2005

	Note	2005		2004	
		£	£	£	£
<b>Fixed assets</b>	7		2,464		2,233
<b>Current assets</b>					
Debtors	8	8,175		8,729	
Cash at bank and in hand		111,186		48,647	
		<u>119,361</u>		<u>57,376</u>	
Less:					
<b>Creditors: amounts falling due within one year</b>	9	( 14,076)		( 4,508)	
		<u></u>		<u></u>	
<b>Net current assets</b>			105,285		52,868
			<u>107,749</u>		<u>55,101</u>
<b>Funds</b>					
<b>Restricted</b>	10		70,784		6,291
<b>Unrestricted</b>					
Designated funds	11	25,000		25,000	
Other charitable funds		11,965		23,810	
		<u>36,965</u>		<u>48,810</u>	
			<u>107,749</u>		<u>55,101</u>

Approved by the trustees on 9<sup>th</sup> December 2005 and signed on their behalf by: *Fiona Au*

  
.....

Trustee



**Islington Chinese Association**

**Notes to the Financial Statements  
For the year ended 31st March 2005**

**1. Accounting policies**

- a. The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities and other applicable accounting standards.
- b. Office furniture is written off to revenue in the year of acquisition.
- c. Equipment is written off over its estimated useful life of 3 years.
- d. Income is included in the financial statements in the year for which it is receivable.
- e. Expenditure is included in the financial statements on the accruals basis.

**2. Income from grants and contracts**

	Unrestricted Funds	Restricted Funds	2005 Total	2004 Total
	£	£	£	£
The Diana, Princess of Wales Memorial Fund	-	35,822	35,822	36,054
The Community Fund	-	40,984	40,984	30,289
London Borough of Islington	-	24,159	24,159	16,862
Apetito - Meals on Wheels contract	21,145	-	21,145	26,365
Cripplegate Foundation	-	2,675	2,675	-
See Woo Group of Companies	2,175	-	2,175	5,000
Help a London Child	-	1,935	1,935	1,500
The Countryside Agency	-	1,224	1,224	8,543
The African Project	-	1,200	1,200	-
Richard Cloudesley's Charity	-	400	400	300
The Tudor Trust	-	-	-	10,000
Awards for All	-	-	-	5,000
W Wing Yip and Brothers Charitable Trust	-	-	-	2,562
Others	-	-	-	2,000
	<u>23,320</u>	<u>108,399</u>	<u>131,719</u>	<u>144,475</u>

**3. Expenditure/resources expended**

	Salaries	Activities	Other Costs	2005 Total	2004 Total
	£	£	£	£	£
Direct charitable expenditure	84,376	40,881	46,257	171,514	177,218
Costs of generating funds	1,164	-	6,557	7,721	9,512
Management of the charity	8,731	-	6,641	15,372	16,003
	<u>94,271</u>	<u>40,881</u>	<u>59,455</u>	<u>194,607</u>	<u>202,733</u>

**4. Staff costs**

	2005	2004
	£	£
Gross salaries	88,606	87,515
National insurance contributions	5,665	6,495
	<u>94,271</u>	<u>94,010</u>
Average number of employees	9	8

No remuneration was paid to any trustee or to any person connected to them during the year (2004 - £nil).

Islington Chinese Association

Notes to the Financial Statements  
For the year ended 31st March 2005

5. **Trustees expenses**

Expenses totalling £21 were reimbursed to trustees during the year (2004 - £129).

6. **Net movement in funds**

	2005	2004
	£	£
The net movement in funds is stated after charging:		
Auditors' remuneration		
For the audit	600	587
For accountancy	750	881
For payroll services	353	353
Depreciation	2,848	1,713

7 **Fixed assets - equipment**

<b>Cost</b>	<b>£</b>
At 1st April 2004	5,139
Additions in the year	3,079
	<hr/>
At 31st March 2005	<b>8,218</b>
	<hr/>
<b>Depreciation</b>	
At 1st April 2004	2,906
Charge for the year	2,848
	<hr/>
At 31st March 2005	<b>5,754</b>
	<hr/>
<b>Net book value</b>	
1st April 2004	2,233
31st March 2005	2,464

8. **Debtors**

	2005	2004
	£	£
Accrued income	3,638	5,149
Prepayments	4,537	3,580
	<hr/>	<hr/>
	<b>8,175</b>	<b>8,729</b>
	<hr/>	<hr/>

9. **Creditors: amounts falling due within one year**

Accruals	10,068	4,508
Deferred income	4,008	-
	<hr/>	<hr/>
	<b>14,076</b>	<b>4,508</b>
	<hr/>	<hr/>

Islington Chinese Association

Notes to the Financial Statements  
For the year ended 31st March 2005

10. Restricted funds

	As at	Movement in Resources		As at
	1.4.04	Incoming	Outgoing	31.3.05
	£	£	£	£
Premises fund	-	65,801	-	65,801
Community Project	-	40,984	( 40,984)	-
Chinese youth counselling, family therapy and parenting project	250	35,822	( 36,072)	-
Luncheon Club	-	15,159	( 15,159)	-
Chinese youth drugs awareness training	-	9,000	( 4,017)	4,983
Publication	5,000	-	( 5,000)	-
Activities	-	7,434	( 7,434)	-
Equipment	1,041	-	( 1,041)	-
	<b>6,291</b>	<b>174,200</b>	<b>(109,707)</b>	<b>70,784</b>

11. Designated funds

The following designated funds have been set aside out of unrestricted funds by the trustees for specific purposes.

	As at	As at
	31.3.05	1.4.04
	£	£
Improvements to premises	15,000	15,000
Staff costs contingency fund	10,000	10,000
	<b>25,000</b>	<b>25,000</b>