

Charity Registration No. 1126136

Company Registration No. 06020288 (England and Wales)

**POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

# POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	David Jai-Persad Vasile Maruntelu  Anna Shannon Magdalena Klonowska	(Appointed 4 February 2019) (Appointed 1 July 2019) (Appointed 1 July 2019)
<b>Secretary</b>	Malgorzata Shannon	
<b>Charity number</b>	1126136	
<b>Company number</b>	06020288	
<b>Registered office</b>	Haringey Irish Centre Pretoria Road London N17 8DX	

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# POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

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# **POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

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The trustees present their report and financial statements for the year ended 31 December 2019.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice 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)".

### **Objectives and activities**

Polish & Eastern European Christian Family Centre Ltd (PEEC) is a Christian organisation which wishes to put faith into action by demonstrating the love of God for those in need. PEEC work with and support people from all sections of the community, particularly those living in North London from Polish and Eastern European families, and especially those who find it difficult to access any other service provision.

Motivated by the Christian faith, PEEC is actively opposed to discrimination in society. PEEC is committed to seeing people of all faiths and those of no faith.

PEEC is Committed to working in accordance with the standards expressed in the Faith Works Charter.

Accordingly the objects of the organisation are:

To support and empower Polish and Eastern European people in the North London area by providing regular groups, advice, guidance, meetings and activities within a Christian friendly environment in order to meet their needs.

To promote and facilitate the integration of Polish and Eastern European people into the rich cultural diversity in North London.

To further benefit the residents and neighbourhood by bringing together the said residents with local authority, voluntary and other organisations in a common effort to advance education and provide facilities in the interest of social welfare or recreation time with the object of improving life for the residents.

In furtherance of those objects, but not otherwise, the trustees shall have the power to establish or secure the establishment of a community centre in compliance with all equal opportunities and to maintain, manage or co-operate with any statutory authority in the maintenance and management of such centre or activities promoted by the charity.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Activities:-

Activities for parents and babies.

Volunteers training and development.

Linking senior people with services.

Partnering with ESOL/Computer classes.

One to one office support for Polish, Romanians, Bulgarians and other Eastern European.

Housing related support work for vulnerable adults.

Advocacy sessions.

Outings/events/open days.

Information service.

Partnership work with homeless.

Partnership with other exiting local networks.

Partnership work with Job Centre Plus - Tottenham/Edmonton/Enfield/Barnet.

# POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 DECEMBER 2019*

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PEEC is dependent on large numbers of volunteers. Over the last year we had 40 volunteers who helped with running various activities.

Each volunteer signs a Volunteer Agreement and is familiar with our Volunteer Policy, health & safety Policy, Equal Opportunities Policy and Expense system.

Our volunteers are DBS Checked.

Our volunteers are involved in all kinds of activities depending on their skills and talents.

We provide internal and external volunteer training opportunities as well as vast opportunities for work experience.

Our volunteers help with running group activities, office support, organising events, trips and co-ordinate other volunteers etc.

We value our volunteers and appreciate their commitment to help other Polish and Eastern European families.

### **Achievements and performance**

PEEC provides a range of programmes and family assistance that supports the development of young children (mainly under 5). We provide group opportunities for children's social interaction and play activities. We provide opportunities for parents on how to be a better parent. We run parenting classes for parents and provide them with course materials that they can study more at home.

The main plan for the future of the organization is to secure funding for a part time office administrator and coordinator. The organisation is applying for various funding to expand its activities.

### **Financial review**

It has been a long term objective of PEEC to build up reserves. It is therefore seeking to establish a level of reserves to further its objectives. PEEC seeks to increase its reserves in order to maintain long term viability.

The Committee review the risk to which the charity is exposed on an annual basis. There is a standard item on the committees agenda covering health and safety risks and compliance while financial risks are reviewed quarterly. The committee is satisfied that appropriate steps have been taken to identify and manage the major risks to which the charity is exposed.

### **Structure, governance and management**

The charity is a company limited by guarantee.

The Charity is governed by its Trustees which consist of 5 Trustees. Our Trustees meet regularly to manage its affairs.

PEEC has one full time member of staff and several part time workers and frequently employees staff for specific projects. It relies heavily on the contribution of large numbers of volunteers and on the management committee for the day to day operation. On average there are 30 volunteers at any given time.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Ewa Gruca	(Resigned 11 January 2019)
Wanda Banach	(Resigned 3 June 2019)
David Jai-Persad	
Mirosława Wrona	(Resigned 11 January 2019)
Anna Kowalska	(Resigned 4 March 2019)
Vasile Maruntelu	(Appointed 4 February 2019)
Anna Shannon	(Appointed 1 July 2019)
Magdalena Klonowska	(Appointed 1 July 2019)
P M Kraushar	(Appointed 11 January 2019 and resigned 3 June 2019)

**POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD**  
**TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

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The trustees' report was approved by the Board of Trustees.

  
.....  
**David Jai-Persad**  
Trustee  
Dated: .. 26/10/20 .....

# POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

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I report to the trustees on my examination of the financial statements of POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD (the charity) for the year ended 31 December 2019.

#### Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (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 2011 Act.

#### Independent examiner's statement

I have completed my examination. I confirm that no 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 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for 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).

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 financial statements to be reached.



D L Watts  
Director  
Newton & Garner Ltd  
47 Topsfield Parade  
London, N8 8PT

Dated: 29th October 2020

# POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2019

	Notes	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £	Unrestricted funds 2018 £	Restricted funds 2018 £	Total 2018 £
<b>Income from:</b>							
Donations and legacies	3	12,376	58,124	70,500	8,563	54,498	63,061
<b>Expenditure on:</b>							
Raising funds	4	2,475	-	2,475	1,950	-	1,950
Charitable activities	5	2,431	67,294	69,725	1,120	58,823	59,943
<b>Total resources expended</b>		<b>4,906</b>	<b>67,294</b>	<b>72,200</b>	<b>3,070</b>	<b>58,823</b>	<b>61,893</b>
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>7,470</b>	<b>(9,170)</b>	<b>(1,700)</b>	<b>5,493</b>	<b>(4,325)</b>	<b>1,168</b>
Fund balances at 1 January 2019		6,020	1,505	7,525	527	5,829	6,356
<b>Fund balances at 31 December 2019</b>		<b>13,490</b>	<b>(7,665)</b>	<b>5,825</b>	<b>6,020</b>	<b>1,504</b>	<b>7,524</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

## BALANCE SHEET

AS AT 31 DECEMBER 2019

	Notes	2019 £	£	2018 £	£
<b>Fixed assets</b>					
Tangible assets	9		135		169
<b>Current assets</b>					
Debtors	10	-		188	
Cash at bank and in hand		7,256		12,668	
		<u>7,256</u>		<u>12,856</u>	
<b>Creditors: amounts falling due within one year</b>	11	(1,566)		(5,501)	
Net current assets			5,690		7,355
<b>Total assets less current liabilities</b>			<u>5,825</u>		<u>7,524</u>
<b>Income funds</b>					
Restricted funds			(7,665)		1,504
Unrestricted funds			13,490		6,020
			<u>5,825</u>		<u>7,524</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2019.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the 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.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 26/10/20



David Jai-Persad  
Trustee

Company Registration No. 06020288

# POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 DECEMBER 2019**

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### 1 Accounting policies

#### Charity information

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD is a private company limited by guarantee incorporated in England and Wales. The registered office is Haringey Irish Centre, Pretoria Road, London, N17 8DX.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice 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)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are those which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

#### 1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

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### 1 Accounting policies (Continued)

#### 1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	20% straight line basis
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### 1.6 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total 2019	Total 2018
	£	£	£	£
Donations and gifts	12,376	-	12,376	8,563
Grants & contracts	-	58,124	58,124	54,498
	<u>12,376</u>	<u>58,124</u>	<u>70,500</u>	<u>63,061</u>
<b>For the year ended 31 December 2018</b>	<u>8,563</u>	<u>54,498</u>		<u>63,061</u>
<b>Donations and gifts</b>				
Other	12,376	-	12,376	8,563
	<u>12,376</u>	<u>-</u>	<u>12,376</u>	<u>8,563</u>
<b>Grants receivable for core activities</b>				
Haringey	-	-	-	46,998
Other	-	-	-	7,500
Other	-	58,124	58,124	-
	<u>-</u>	<u>58,124</u>	<u>58,124</u>	<u>54,498</u>

### 4 Raising funds

	Unrestricted funds	Unrestricted funds
	2019 £	2018 £
<u>Fundraising and publicity</u>		
Seeking donations, grants and legacies	2,475	1,950
	<u>2,475</u>	<u>1,950</u>

# POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

### 5 Charitable activities

	2019 £	2018 £
Staff costs	51,155	46,786
Depreciation and impairment	34	280
	<u>51,189</u>	<u>47,066</u>
Grant funding of activities (see note 6)	2,431	1,120
Share of governance costs	16,105	11,757
	<u>69,725</u>	<u>59,943</u>

### 6 Grants payable

	2019 £	2018 £
Grants to institutions:		
Donations paid	2,431	1,120
	<u>2,431</u>	<u>1,120</u>

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### 7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 8 Employees

#### Number of employees

The average monthly number of employees during the year was:

	2019 Number	2018 Number
	-	3
	<u>-</u>	<u>3</u>
<b>Employment costs</b>	<b>2019 £</b>	<b>2018 £</b>
Wages and salaries	51,155	46,786
	<u>51,155</u>	<u>46,786</u>

# POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

### 9 Tangible fixed assets

	Computers £
<b>Cost</b>	
At 1 January 2019	5,772
At 31 December 2019	5,772
<b>Depreciation and impairment</b>	
At 1 January 2019	5,603
Depreciation charged in the year	34
At 31 December 2019	5,637
<b>Carrying amount</b>	
At 31 December 2019	135
At 31 December 2018	169

### 10 Debtors

	2019 £	2018 £
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	-	188

### 11 Creditors: amounts falling due within one year

	2019 £	2018 £
Other taxation and social security	1,566	3,366
Trade creditors	-	2,135

### 12 Retirement benefit schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

# POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

### 13 Analysis of net assets between funds

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £	Unrestricted funds 2018 £	Restricted funds 2018 £	Total 2018 £
Fund balances at 31 December 2019 are represented by:						
Tangible assets	135	-	135	169	-	169
Current assets/ (liabilities)	5,690	-	5,690	7,355	-	7,355
	<u>5,825</u>	<u>-</u>	<u>5,825</u>	<u>7,524</u>	<u>-</u>	<u>7,524</u>

### 14 Related party transactions

There were no disclosable related party transactions during the year (2018 - none).