

Charity Registration No. 1046057

**OXFORD ASIAN CULTURAL ASSOCIATION
TRUSTEE'S REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2020**

OXFORD ASIAN CULTURAL ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr M Jawaid Malik - Chairman
	Mr M Arif Khan - Vice Chairman
	Mrs Anjum Ahmed - Secretary
	Mr Zaheer Qureshi - Treasurer
	Mr Masood Ahmed
	Mr Manavar Anwar
	Mrs Farzana Aziz
	Mr Mirza Maqbool Hussain
	Imam Monawar Hussain DL MBE
	Mr Mohammed Mumtaz Khan
	Mr Khalid Sharif
	Dr Mrs Fozia Tenvir
	Mr Nawaz Khan
	Mr Shamiel Hasan
	Ms Mariam Ahmed
	Mr M Altaf-Khan

Charity Number	1046057
-----------------------	---------

OXFORD ASIAN CULTURAL ASSOCIATION

CONTENTS

	Page
Trustee's Report	1 – 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the accounts	6 - 7

OXFORD ASIAN CULTURAL ASSOCIATION

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2020

The trustees present their report and accounts for the year ended 31st March 2020.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011 and the Statement of Recommended Practice (FRS 102).

Structure, governance and management

The charity was established by a charitable trust deed on 21 August 1994 as amended on 15 December 2002.

The trustees who served during the year were:

Mr M Jawaid Malik - Chairman
Mr M Arif Khan - Vice Chairman
Mrs Anjum Ahmed - Secretary
Mr Zaheer Qureshi - Treasurer
Mr Masood Ahmed
Mr Manavar Anwar
Mrs Farzana Aziz
Mr Mirza Maqbool Hussain
Imam Monawar Hussain DL MBE
Mr Mohammed Mumtaz Khan
Mr Khalid Sharif
Dr Mrs Fozia Tenvir
Mr Nawaz Khan
Mr Shamiel Hasan
Ms Mariam Ahmed
Mr M Altaf-Khan

Under clauses 6 and 7 of the Association's constitution, four officers are elected at alternate AGMs while some trustees are appointed by their respective community organisations who are affiliated to the Association.

Others are co-opted from various walks of life having special skills and interests.

The Trustees are responsible for developing the strategic direction of the charity and monitoring performance against the strategies developed. The charity's employees are responsible for delivering those strategies.

OXFORD ASIAN CULTURAL ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

The trustees have assessed the major risks to which the entity is exposed and confirm that systems have been established to enable regular reports to be produced in order that the necessary steps can be taken to mitigate such risks.

Objectives and activities

The charity's objects are

- to promote the benefits of the inhabitants of the City of Oxford, particularly the Asian community, by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and promote cultural and social understanding.
- to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of the said inhabitants.
- to establish the Asian Cultural Centre and to maintain and manage, or to co-operate with any local statutory authority in the maintenance and management of the centre, for activities promoted by the association and its constituent bodies in furtherance of the above objectives.

The charity's major activity and source of unrestricted revenue is the hire of the centre.

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

Achievements and performance

The association continued providing leisure, recreational and educational activities, events and advice and support services, both regular and one-offs, to its members and the wider communities of Oxford.

Financial review

The results for the year are shown on the Statement of Financial Activities.

The members of the association have established a policy whereby:

The unrestricted funds not committed or invested in tangible fixed assets, the free reserves shall be applied to further the objects of the association and for no other purpose, and the management committee shall use its best endeavours to ensure that sufficient funds are available to the association before sanctioning transactions involving expenditure.

Assessment of need and risk and forecast of future income levels reinforce this policy. The levels of reserves are monitored on a regular basis. At present free restricted reserves amount to £16,000 and can be used on donor's detail only.

On behalf of the board of trustees

Mr Zaheer Qureshi – Treasurer



Dated: 8th December 2020

OXFORD ASIAN CULTURAL ASSOCIATION
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF OXFORD ASIAN CULTURAL ASSOCIATION

I report on the accounts of the charity for the year ended 31st March 2020, which are set out on pages 4 to 7.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the Charities Act,
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with general directions given by the Charity Commission. 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 seeking 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 no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in, any material respect, the requirements:
 - (i) to keep accounting records in accordance with section 130 of the Charities Act 2011; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 2011; have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr Hamdan Niaz Abbasi FCCA
HNA Accountants Ltd
Sandford Gate
East Point Business Park
Oxford
OX4 6LB

Dated: 8th December 2020

OXFORD ASIAN CULTURAL ASSOCIATION
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020


	Notes	Restricted funds £	Unrestricted funds £	Total 2020 £	Total 2019 £
Incoming resources					
Donations, subscriptions and fundraising		-	232	232	285
Investment income	3	-	158	158	91
Resources expended					
Grants received		-	2,340	2,340	4,225
Hire of Asian Cultural Centre		-	46,614	46,614	49,797
Contributions to activities		-	-	-	339
Other incoming resources					
Other income		-	-	-	-
Total incoming resources		-	49,344	49,344	54,737
Costs of generating funds					
Fundraising activities	4	-	223	223	244
Charitable activities	5	-	44,873	44,873	41,023
Governance costs	6	-	450	450	893
Resources expended		-	45,546	45,546	42,160
Transfers between funds		-	-	-	-
Net incoming/ (outgoing) resources		-	3,798	3,798	12,577
Funds brought forward		16,000	73,786	89,786	77,209
Funds carried forward		16,000	77,584	93,584	89,786

OXFORD ASIAN CULTURAL ASSOCIATION
BALANCE SHEET
FOR THE YEAR ENDED 31 MARCH 2020

		2020		2019	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	7		3,884		4,690
Current assets					
Cash at bank and in hand			<u>89,700</u>		<u>85,096</u>
Net current assets			89,700		85,096
Total assets less current liabilities			<u><u>93,584</u></u>		<u><u>89,786</u></u>
Income funds					
Restricted funds			16,000		16,000
Unrestricted funds			77,584		73,786
			<u><u>93,584</u></u>		<u><u>89,786</u></u>

The accounts were approved by the Trustees on 8th December 2020


 Mr M Jawaid Malik
 Chairman


 Mr Zaheer Qureshi
 Treasurer

OXFORD ASIAN CULTURAL ASSOCIATION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2020

1.1 Basis of preparation

The accounts have been prepared under the payments and receipts method.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued July 2014 and the Charities Act 2011.

1.2 Incoming resources

Income is included in the Statement of Financial Activities (SOFA) when it is received.

1.3 Resources expended

Governance costs include the preparation and examination of statutory accounts, the costs of trustees meetings and any legal advice to trustees on governance or constitutional matters.

1.4 Tangible fixed assets and depreciation

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 economic life, as follows:

Equipment	25% reducing balance
Fixtures & fittings	20% reducing balance

1.5 Unrestricted funds

These are funds which can be used in accordance with the charitable objects at the discretion of trustees.

1.6 Restricted funds

These are funds that can only be used for particular purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

1.7 Taxation

The Oxford Asian Cultural Association is a charitable institution with exemption from UK taxation.

2 Trustees

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

3 Investment income

	2020	2019
	£	£
Interest Receivable	158	91

4 Fundraising Activities

	Restricted	Unrestricted	Total	2019
Printing, Postage and Stationary	-	223	223	244
	-	223	223	244

5 Charitable Activities

	Restricted	Unrestricted	Total	2019
Staff costs	-	28,360	28,360	25,213
Insurance	-	641	641	634
Repairs and renewals	-	3,645	3,645	2,725
Telephone	-	487	487	838
Catering	-	-	-	444
Social events	-	3,954	3,954	637
Heat & light	-	4,981	4,981	5,828
Water rates	-	780	780	1,971
General rates	-	698	698	759
Cleaning materials	-	520	520	481
Staff entertainment	-	-	-	11
Depreciation	-	807	807	1,482
	-	44,873	44,873	41,023

6 Governance Cost

	Restricted	Unrestricted	Total	2019
Legal and professional costs	-	450	450	893
	-	450	450	893

7 Tangible Fixed Assets

	Equipment	Fixtures & fittings	Total
Cost			
At 1 April 2019	32,441	22,178	54,619
Additions	-	-	-
Disposals	-	-	-
At 31 March 2020	32,441	22,178	54,619
Depreciation			
At 1 April 2019	28,727	21,202	49,929
Eliminated on disposals	-	-	-
Charge for the year	611	195	806
At 31 March 2020	29,338	21,397	50,735
Net book value			
At 31 March 2020	3,103	781	3,884
At 31 March 2019	3,714	976	4,690