CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK

FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2020

Charity Number:

1153669

Business Address:

40 Northwood Road Thornton Heath Croydon CR7 8HQ

Management Committee

Officers:

C Young OBE - Chair W . Bernard - Treasurer

A Dennis -Secretary (Hon Alderman & Freeman)

Bankers:

Barclays Bank PLC Brigstock Road Branch Thornton Heath

Independent Examiners:

Leroy Reid & Co.

Chartered Certified Accountants and

Registered Auditors 299 Northborough Road

Norbury

London SW16 4TR

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK

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YEAR ENDED 31ST MARCH 2020

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CACFO UK has pleasure in presenting our report and the examined financial statement for the year ended 31 March 2020.

Status

CACFO UK turned 27 years old in 2020 if counting starts from its inception in 1993. It became an unincorporated charity governed by a constitution adopted on 4 October 1994 (amended 20 June 1995). On 30 May 2014, it became a Charitable Incorporated Organisation governed by a constitution with voting members other than its charity trustees to limit its liabilities. At the same time, it was rebadged as CACFO UK.

Objective and principal activities of the charity

The objects of CACFO UK are 'to promote the benefit of, but not exclusively, African and African Caribbean descendants in the borough of Croydon without distinction of age, sex, race, political or religious or other opinions, by associating the local authorities, voluntary organisations and inhabitants in a common effort to provide facilities in the interests of social welfare, education or recreation and leisure time occupation for the benefits of the residents of Croydon'.

Out three-pronged mission is to 'Care for our Youth, Care for our Elders, Care for our Community'.

Development, activities and achievements for the year

The Management Committee continued to pursue CAFCO UK's mission primarily through the successful running of an Adult Day Centre, a community centre and an Alternative Education Provision (independent day school) for children excluded or about to be excluded from mainstream education.

Our Adult Day Centre was open 9 to 5, five days a week, 52 weeks of the year bar Christmas and Bank Holidays. There were about 10,000 visits to the centre throughout the year.

Our elders desire independence, dignity and self-respect. Our five-fold programme is designed to help them improve their physical and mental wellbeing through:

- (i). group exercises to stimulate the mind, e.g. arts & craft classes, regular quiz, reminiscing and memory game sessions
- (ii). group exercises to help physical fitness and promote healthy lifestyles, e.g. seated exercise classes and Yoga sessions - plus talks by the Alzheimer's Society and British Heart Foundation, etc
- (iii). group recreational activities, e.g. bingo, day trips to the seaside, cinema, etc
- (iv). nutritious meals: about 5,000 culturally and dietary sensitive lunches were prepared on-site and served by our chef
- (v) advice and signposting to services, e.g. to Advisory Services Croydon

Development, activities and achievements for the year (Continued)

Using this programme we were highly successful in reducing the feeling of isolation and loneliness among members. We were also successful in helping elders to maximise their independence and wellbeing, to live in their own homes for longer and, in many cases, we provided their only hot meal of the day.

Accessibility to the centre remained important for the Management Committee. We therefore provided a door-to-door mini-bus service for our elders, making over 6,000 trips over the course of the year. Our specially adapted mini-bus allowed us to take elders on day trips to the seaside, parks, etc, and to do other interesting activities off-site such as tea dances and shopping trips. The service is flexible and highly valued by members as a means of enhancing their quality of life.

CACFO's Social Club continued to play an important part in local community life with, for example, our Dominoes Club remained a popular destination. In 2019 the Chairman created a Windrush Garden at CACFO UK's site as part of a wider programme of Windrush Day celebrations. The Garden was opened on 22 June by Olympian, Donna Fraser, being the living embodiment its central message to local youngsters that they should 'Dare to Dream'. The 'Dare to Dream' theme was underscored in the Garden by an artistic centre piece designed by Thornton Heath local and internationally acclaimed artist, Bareface. The event was blessed by Associate Priest at the Diocese of Southwark and popular Croydon elder Reverend Jean Yearwood. Ten Croydon based Windrush charities came together to join in the celebrations at CACFO UK.

The Government launched a compensation scheme on 4 April 2019 for victims of a scandal affecting the Windrush Generation. £200m has said to be set aside for this as a start. The Government also set up a Windrush Task Force, to work with charities and recognised community groups to raise awareness of the scheme around the country. CACFO UK worked on awareness raising in the large local Windrush Community and signposting them to professional advice and the Windrush Task Force. Leaflets were delivered and posters put on display across Thornton Heath, supported by awareness raising events at the charity in September and November, which turned out to be among the largest in the country.

CACFO's Education Centre continued to be highly successful at providing an inclusive and diverse place that allows young people to overcome challenges, fears and lack of confidence and to regain self-belief that they can excel in academic learning and personal development. Many pupils arrived via the local authority but increasing they are coming from local schools under our respite offer.

A highly successful Summer School was run to provide holiday activities for local children and to help parents seeking somewhere safe and developmental for their children to go during the school holidays.

Finally, this report, must end with a word on the issue of the COVID 19 Global Pandemic which forced the charity to close on 23 March 2020 for an extended period under National Lockdown rules. However, lockdown did not mean an end to our charitable activities. School lessons were delivered to pupils via an online platform and work marked until rules for schools was eased. Online exercise classes were delivered to elders in partnership with Rite4Fitness. Moreover, we provided a hot meal provided to them each Thursday with a bag of essential groceries working in partnership with community interest company The Giving Hub.

Development, activities and achievements for the year (Continued)

The Management Committee is grateful for the support it has received over the year from our principal sponsor of the day centre, London Borough of Croydon. We are also grateful to our team of volunteers who - so ably help and support our small team of paid staff. Last, but not least, we extend our thanks to our elderly members and their carers for their continued support and donations to a good cause and, of course, to our partners.

The Management Committee wishes to use this opportunity to pay tribute to our dear and beloved friend and Trustee, Hon. Alderman and Freeman of Croydon Adrian Dennis BSc, MRTPI, who sadly passed away on 27 March 2020. Adrian joined the Management Committee in 2011, was Chair between 2012 to 2015 and became Secretary until he passed. CACFO UK will forever be in his debt.

Financial Position

Details of the charity's financial affairs for the year under review are shown on pages 6-12 of the financial statement.

Reserves

It is the policy of the charity to maintain unrestricted funds at a level which equate to 12 months unrestricted expenditure. This provides sufficient funds to cover management, administration and support cost. Currently most reserves have been earmarked for specific projects.

Risk Management

The trustees actively review the major risk which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

Management Committee

The members of the management committee as at the end of the year were:

Mr Callton Young

Chair

Mr Adrian Dennis

Secretary

Mr Winston Bernard Mr Ian Griffith Treasurer Member

Mr Zedford James

Member

Mrs Hazel Davis

Member

Recruitment and appointment of Management Committee

Under the requirements of the constitution the members of the Management Committee are elected to serve for a period of one year after which they must be re-elected at the next Annual General Meeting.

Management Committee Responsibilities For The Financial Statements

The law requires us the management committee to prepare the financial statements for each year which give a true and fair view of the state of affairs of the organisation and of its surplus and deficit for that period. In preparing the financial statements we are required to:

- (a) select suitable accounting policies and apply them consistently through the years
- (b) make judgements and estimates that are reasonable and prudent
- (c) state whether applicable accounting standards have been followed, subject to any material departures that should be disclosed and explained in the financial statements.
- (d) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the organisation will continue in business.

We are responsible for keeping proper accounting records which disclose with reasonableaccuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011.

We are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities should they exist.

Examiner

Messrs Leroy Reid & Co. have indicated their willingness to serve as the independent examiners and a resolution re-appointing them will be proposed at the annual general meeting.

By Order Of The Management Committee

Chairperson

REPORT OF THE EXAMINERS TO THE MEMBERS CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK

We report on the financial statements of the charity for the year ended 31st March 2020, which are set out on pages 6 to 12.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102.

Respective Responsibilities of Trustees and Examiners

As the charity's trustees, you are responsible for the preparation of the accounts. You also consider that the audit requirement of Section 144(2) of the Charities Act 2011 (the 2011 Act) does not apply and that an independent examination is needed.

Having satisfied ourselves that the charity is not subject to an audit and is eligible for independent examination, it is our responsibility to:

- (I). examine the accounts under section 145 of the 2011 Act
- (ii). to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii). to state whether particular matters have come to our attention.

Basis of Independent Examiner's Report

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as 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 our examination, no matter has come to our attention:

- which give us reasonable cause to believe that in any material respect the requirements (1)
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- to which, in our opinion, attention should be drawn in order to enable a proper understanding to be (2)erry Reid of Go

LEROY REID & CO

CHARTERED CERTIFIED ACCOUNTANTS AND REGISTERED AUDITORS

299 Northborough Road

Norbury

London SW16 4TR

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDED 31ST MARCH 2020

INCOMING RESOURCES	NOTES		Restric	ted Ur	restricted	<u>2020</u>	2019
Charitable activities Grants Generated funds Activities and Donations		1(b) & 2 1(b) & 3 1(b)		-	46,913 249,124	46,913 249,124	36,512 203,495
Bank Interest Total incoming resources				<u>0</u>	<u>69</u> <u>296,106</u>	<u>69</u> 296,106	100 240,107
RESOURCES EXPENDED							
Charitable activities		1(g) & 4		-	302,895	302,895	260,737
Total resources expended				0	302,895	302,895	260,737
Net Incoming resources				0	(6,789)	(6,789)	(20,630)
Funds brought forward				0	83,205	83,205	103,835
Funds carried forward				<u>£0</u>	£76,416	£76,416	£83,205

There were no recognised gains and losses other than those passing through the Income and Expenditure

The accompanying notes form an integral part of the accounts

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK BALANCE SHEET AS AT 31ST MARCH 2020

	NOTES	2020	2019
FIXED ASSETS	5	26,898	31,380
CURRENT ASSETS Debtors and prepayments Cash and bank balances	6	61,080	2,071 56,015
		61,080	58,086
CREDITORS: Amounts falling due within one year	7	(11,562)	(<u>6,261</u>)
NET CURRENT (LIABILITIES) ASSETS		49,518	51,825
NET ASSETS		£76,416	£83,205
FINANCED BY:			
UNRESTRICTED FUNDS General fund	8	56,416	63,205
Designated fund	8	20,000 £76,416	20,000 £83,205
Approved by the Management Committee and signed on its behalf:			
Chairperson		Date27	19/21
Treasurér.		Date27	19/21

The accompanying notes form an integral part of the accounts

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31ST MARCH 2020

ACCOUNTING POLICIES 1.

Accounting Convention (a)

The accounts are prepared under the historical cost convention.

The financial statements 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 (Charities SORP FRS 102 and the Charities Act 2011).

CACFO UK constitutes a public benefit entity as defined by FRS 102

Income (b)

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gift and is not conditional on the delivery of a specific performance by the company, and is recognised when the charity becomes unconditionally entitled to the grant.

Investment income is included when receivable.

Incoming resources from charitable trading activity are accounted for when earned. Incoming resources from grants, where related to performance and deliverables, are accounted for as the charity earns the right to the consideration by its performance.

Depreciation (c)

Depreciation is provided at rates which are intended to write off the cost of the assets over their estimated useful lives as follows:

10% Motor Vehicles 25% **Equipment and Furniture**

Fund Accounting (d)

Grants and similar income which are subjected to restrictions by the donors are shown as restricted funds and any expenditure incurred will be set off against the fund. All other income and expenditure are shown as unrestricted.

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31ST MARCH 2020

Resources Expended (e)

Resources expended are included in the Statement of Financial Activities on an accrual basis, inclusive of any VAT, which cannot be recovered. Expenditure which is directly attributable to specific activates has been included in these cost categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a consistent basis with the use of these resources.

Value added tax (f)

Value added tax is not recoverable by the charity and as such is included in the relevant costs in the Statement of Financial Activities.

Charitable activities (g)

Cost of activities represents those cost incurred by the charity in the delivery of its activities and services for the beneficiaries. It includes both cost that can be allocated directly to such activities and those cost of an indirect nature necessary to support them.

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31ST MARCH 2020

2	GRANTS	Restricted	Unrestricted	2020	2019
	ti vi la tam Conton	_	46,913	46,913	36,512
	Croydon Council-Voluntary Sector	£0	£46,913	£46,913	£36,512
3	ACTIVITIES AND DONATIONS School Fees Luncheon club Hall hire Fundraising and others	Restricted	Unrestricted 168,115 71,707 4,575 4,727 £249,124	2020 168,115 71,707 4,575 4,727 £249,124	2019 118,570 76,113 5,233 3,579 £203,495
4	CHARITABLE ACTIVITIES	Restricted	Unrestricted 114,880	2020 114,880	2019 90,173
	Salaries and wages Pension costs		2,188	2,188	1,241
	Rent and rates	-	8,672	8,672	10,320
	Special events and conferences	_	10,060	10,060	0
	Travel and subsistence	-	246	246	168
	Volunteer cost and expenses	-	2,811	2,811	8,311
	Agency fees	-	6,546	6,546	4,986
	Catering, food and provision	-	9,427	9,427	9,309
	Training and development	-	7,711	7,711	12,114
	Teaching and support services	-	89,923	89,923	84,831
	Coach and motor running cost	-	7,969	7,969	10,522
	General expenses	-	572	572	848
	Light and heat		3,991	3,991	3,327
	Repairs, maintenance and cleaning		12,023	12,023	5,100
	Computer consumables		2,961	2,961	1,601
	Postage, stationery, printing & telephone		3,382	3,382	4,651
	Interest and bank charges		572	572	97
	Depreciation		4,482	4,482	4,482
	Accountancy and examination		3,271	3,271	3,225
	Insurance and licences		11,208	11,208	5,431
	mounted and mounted	£	£302,895	£302,895	£260,737

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31ST MARCH 2020

5	FIXED ASSETS	Motor		
3	FIRED ADDRES	<u>Vehicle</u>	Equipment	Total
	COST OR VALUATION			
	Opening balance	44,826	22,864	67,690
	Additions for the year	-	=	•
	Disposal	**	=	
	Closing balance	44,826	22,864	67,690
	ACCUMULATED DEPRECIATION			
	Opening balance	13,446	22,864	36,310
	Charge for the year	4,482	-	4,482
	Disposal	Ξ.	=	-
	Closing balance	17,928	22,864	40,792
	NET BOOK VALUE			007.000
	as at 31st March 2020	£26,898	<u>£0</u>	£26,898
	as at 31st March 2019	£31,380	£0	£31,380
,	CASH AND BANK BALANCES		2020	<u> 2019</u>
6	CASH AND BAINK BALANCES		to the state of th	
	Cash in hand		49	450
	Barclays Bank (community account)		1,640	5,605
	Barclays Bank (Education)		30,543	8,517
	Barclays Bank (Fundraising account)		848	1,297
	Barclays Bank (Treasury account)		28,000	40,146
			£61,080	£56,015

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31ST MARCH 2020

7	CREDITORS: Amounts falling due within one year	2020	2019
,	Other taxation and social security Other creditors and accruals	8,930 2,632 £11,562	3,769 2,492 £6,261
8	UNRESTRICTED FUND	<u>2020</u>	2019
	GENERAL FUND	63,205	83,835
	Opening balance	(6,789)	(20,630)
	Surplus (deficit) for the year	-	-
Trans	Transfer from Restricted Fund Transfer to/from Designated Fund Closing balance	£56,416	£63,205
	DESIGNATED FUND Opening balance Transfer to/from General Fund Closing balance	2020 20,000 - £20,000	2019 20,000 £20,000

An amount of £20,000 has been set aside into a designated fund towards the main charity's strategic development, consultancy work, emergency vehicle hire, cover emergency staff costs and redundancy payments.

ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS	Restricted	Unrestricted	Total 26,898
Tangible Fixed Assets	0	26,898 49,518	49,518
Net current assets	£0	£76,416	£76,416

10 TRUSTEES REMUNERATION AND EXPENSES

No remuneration was paid to trustees in the year, nor were any expenses reimbursed to them.

11 GOING CONCERN - COVID 19

The management committee have taken initial steps to consider the impact that the COVID 19 situation may have on the charity and consider that CACFO UK has adequate and sufficient sources of funds available for the foreseeable future. Therefore the management committee believe that it is appropriate for this reason to continue to adopt the going concern basis in preparing the financial statements for the year ended 31st March 2020.

CROYDON AFRICAN CARIBBEAN FAMILY ORGANISATION UK INCOME AND EXPENDITURE ACCOUNT YEAR ENDED 31ST MARCH 2020

INCOMING RESOURCES Grant Activities and donation Bank Interest	Restricted 0	Unrestricted 46,913 249,124 69 296,106	2020 46,913 249,124 69 296,106	2019 36,512 203,495 100 240,107
COST OF CHARITABLE ACTIVITIES				
Salaries and wages Pension costs Rent and rates	-	114,880 2,188 8,672	114,880 2,188 8,672	90,173 1,241 10,320
Special events and conferences Travel and subsistence	-	10,060 246	10,060 246	0 168
Volunteer cost and expenses Agency fees	-	2,811 6,546	2,811 6,546	8,311 4,986
Catering , food and provision Training and development	-	9,427 7,711	9,427 7,711	9,309 12,114
Teaching and support services Coach and motor running cost	-	89,923 7,969	89,923 7,969	84,831 10,522 848
General expenses Light and heat		572 3,991	572 3,991 12,023	3,327 5,100
Repairs, maintenance and cleaning Computer consumables	e e	12,023 2,961	2,961 3,382	1,601 4,651
Postage, stationery, printing & telephone Interest and bank charges		- 3,382 - 572	572 4,482	97 4,482
Depreciation Accountancy and examination	·	4,482	3,271	3,225 5,431
Insurance and licences		- 11,208	11,208	
Total resources expended		£302,895 £6,789)	£302,895 £(6,789)	£260,737 £(20,630)
Net incoming resources	3	$\underbrace{\mathbf{e}_{(6,789)}}_{\mathbf{f}_{(6,789)}}$	2(0,107)	1