

111023

**AFRICAN EDUCATIONAL CULTURAL AND HEALTH ORGANISATION LIMITED**  
*A company limited by guarantee*

**Company Registration No. 4865046 (England and Wales)**

**Abbreviated Financial Statements**

**Year ended 31 August 2016**



**AFRICAN EDUCATIONAL CULTURAL AND HEALTH ORGANISATION LIMITED**  
***A company limited by guarantee***

**ABBREVIATED FINANCIAL STATEMENTS 2016**

<b>CONTENTS</b>	<b>Page</b>
<b>Legal and administrative details</b>	<b>1</b>
<b>Trustees' report</b>	<b>2</b>
<b>Statement of financial activities</b>	<b>6</b>
<b>Abbreviated balance sheet</b>	<b>7</b>
<b>Notes to the abbreviated accounts</b>	<b>8</b>

**AFRICAN EDUCATIONAL CULTURAL AND HEALTH ORGANISATION LIMITED**  
***A company limited by guarantee***

**ABBREVIATED FINANCIAL STATEMENTS 2016**

**LEGAL AND ADMINISTRATIVE DETAILS**

<b>Trustees and Executive Committee</b>	Mrs Edith Macauley MBE JP (Chair) Mr Sydney Wager Mrs Hannah Neale Mr Hilton Von Herbert Mrs Regina Chitambara Mrs Elizabeth Atere-Roberts OBE (resigned 15th July. 2016 Mr David John (resigned 27 November 2015)
<b>Registered office and centre of operations</b>	42 Palestine Grove London SW19 2QN
<b>Charity Registration No.</b>	1111023
<b>Company Registration No.</b>	4865046 (England and Wales)
<b>Bankers</b>	H S B C 56 Tooting High Street Tooting London SW17 ORN

**AFRICAN EDUCATIONAL CULTURAL AND HEALTH ORGANISATION LIMITED**  
*A company limited by guarantee*

**TRUSTEES' ANNUAL REPORT**

**Year ended 31st August 2016**

The trustees present their report and the financial statements for the year ended 31st August 2016.

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 Memorandum and Articles of Association, the Companies Act 2006 and 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 on 16 July 2014.

The Trustees' report is also the Directors' Report required by s417 of the Companies Act 2006.

**CONSTITUTION**

The organisation was incorporated as a company limited by guarantee on 13 August 2003 and was registered as a charity on 24 August 2005.

Its operations are governed by the Memorandum and Articles of Association.

**TRUSTEES (DIRECTORS) AND METHOD OF ELECTION OF TRUSTEES**

The Trustees, who are also the directors of the company, are known under the charity's Constitution document as members of the Executive Committee. Their details are disclosed on page 1.

As required by the Constitution document members of the Executive Committee are elected to serve for a period of one year following which they must be re-elected or re-appointed at the next annual general meeting of the charity. The five members of the Executive Committee were duly elected at the last Annual General Meeting.

The Executive Committee seeks to ensure that the needs of the charity's clients are appropriately reflected through the diversity of the skills of the Committee members. Much of the charity's work focuses on new arrivals to the UK; these may include refugees and asylum seekers and include women and young people. Within the Committee the representative skills are in management, administration, legal, information technology, communication, education, health awareness and promotion, cultural diversity.

**TRUSTEE INDUCTION AND TRAINING**

Trustees attend a short training session to acquaint them with the charity and with the context within which it operates. They are also provided with a copy of the guidelines issued by the Charity Commission on the responsibilities of trustees.

Most trustees come from the communities served by the charity and are familiar with the practical work of the charity. They are also encouraged to visit projects and familiarise themselves with the charity's outreach activities.

**AFRICAN EDUCATIONAL CULTURAL AND HEALTH ORGANISATION LIMITED**  
*A company limited by guarantee*

**TRUSTEES' ANNUAL REPORT (Continued)**

**Year ended 31st August 2016**

**ORGANISATIONAL STRUCTURE**

The Executive Committee meets quarterly and is responsible for formulating the policy and strategic direction of the charity. The Committee members have a varied cross-section of professional backgrounds relevant to the work of the charity. Day to day responsibility for the provision of services rests with an operational director assisted by a team of three.

The responsibilities of the operational director include ensuring that the charity delivers the services specified, that the key performance indicators are met, and supervising the team of volunteers to aid them in the development of their skills, in accordance with good practice.

**OBJECTS AND ACTIVITIES**

The objects of the charity, as set out in the Memorandum and Articles of Association, are the advancement of general charitable purposes and in particular to improve the quality of life of people of African descent living in the UK and elsewhere in the world, particularly disadvantaged groups; refugees and asylum seekers, women and young people, through the provision of education and training, cultural projects, environment, health, access to employment, information and advice aimed at building up their skills, confidence, income, self-esteem, and access to mainstream services.

The principal activities of the charity comprise projects funded by a variety of trusts and local government bodies. Training is provided by paid sessional tutors and facilitators and undertaken in workshops. The topics covered include concepts of identity, communication, basic skills, citizenship, diversity, equal opportunities, social enterprise, community cohesion, financial management, parenting, personal health and safety as well as parenting.

We also offer counselling, advice and referral services in a variety of areas including full time education, employment and domestic violence.

**REVIEW OF DEVELOPMENTS DURING THE YEAR**

The charity continues to carry out its specified work with its clients and users.

Many are disadvantaged socially as well as financially and our work with them through various projects/programmes gives them the necessary skills and confidence to further their education, seek employment/volunteering or set up small businesses to boost their income.

This year has been mainly focussed on the Health and Well Being of the communities we serve especially the older residents who have a wide range of poor health issues. We have undertaken a number of health related seminars and conferences and involved in the setting up of a Health Help Now Website for Merton.

We have been actively involved in the setting up of BAME VOICE, an independent body looking at issues affecting BAME communities in particular but not exclusively with a view to engaging BAME organisations and their communities in policy and decision processes.

We have chaired the Steering Committee since its launch in February.

Our outreach work continue with events such as Black History Month & Heritage Days.

We continue our membership of various local and national forums/organisation and are invited to be part of the decision making process within local government.

**AFRICAN EDUCATIONAL CULTURAL AND HEALTH ORGANISATION LIMITED**  
***A company limited by guarantee***

**TRUSTEES' ANNUAL REPORT (Continued)**

**Year ended 31st August 2016**

**REVIEW OF TRANSACTIONS AND FINANCIAL POSITION**

Our plans to secure funding through the commissioning process continue. We have formed partnerships with other charities in the area and will put in joint bids to various Trusts and Funders. We offer integration and cohesion training to the Statutory and other sectors and will extend this in the coming months. Careful financial management has kept us afloat and enabled us to continue our service to our clients and communities.

**FUTURE PLANS AND SUBSEQUENT EVENTS**

The charity intends to continue its present activities whilst working more closely and in partnership with a wider clientelle. We are currently working with various partners to extend our work with heritage to document and preserve the memories and experiences of migrants to various areas.

We will also extend our work into health and social care areas, highlighting the social value aspects of our work.

**POLICY ON RESERVES**

The charity requires a level of free reserves to safeguard the organisation, protect options for future development and to achieve the following:

- \* the option to develop new services or expand current services in line with changing needs of the community;
- \* to ensure that delays in the receipt of expected income do not interrupt services or cause serious financial difficulty for the charity;
- \* the ability to survive unexpected setbacks and problems arising from internal or external causes.

**RISK MANAGEMENT**

The Management Committee has conducted a review of the major risks to which the charity is exposed and appropriate systems and procedures have been established to minimise those risks.

Procedures are in operation to ensure compliance with health and safety regulations by our volunteer staff, clients and other visitors to our office and project venues.

Internal control risks are minimised by procedures requiring the authorisation of all projects and transactions.

**AFRICAN EDUCATIONAL CULTURAL AND HEALTH ORGANISATION LIMITED**  
***A company limited by guarantee***

**TRUSTEES' ANNUAL REPORT (Continued)**

**Year ended 31st August 2016**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

Company law requires the directors of a charity (namely the trustees) to prepare financial statements each financial year which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources for the 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 reasonable and prudent
- \* state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.
- \* prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity and which enables 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.

The trustees confirm that the accounts comply with all current statutory requirements, the Statement of Recommended Practice: Accounting for Charities preparing their accounts in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS 102 (SORP) issued on 16 July 2014 and with the requirements of the Memorandum and Articles of Association of the charity.

The company has taken advantage of the small companies exemption in preparing the report above.

The Trustees declare that they have approved the Trustees report (including directors' report) above.

**Signed on behalf of the charity's trustees/directors**



Edith Macauley MBE JP  
Trustee (Director)

22/5/17

**AFRICAN EDUCATIONAL CULTURAL AND HEALTH ORGANISATION LIMITED***A company limited by guarantee***STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING SUMMARY INCOME AND EXPENDITURE ACCOUNT)****Year ended 31st August 2016**

	<b>Note</b>	<b>Unrestricted funds 2016 £</b>	<b>Restricted funds 2016 £</b>	<b>Total funds 2016 £</b>	<b>Prior year funds 2015 £</b>
<b>INCOMING RESOURCES</b>					
Donations	<b>2</b>	308	-	308	73
Grants	<b>3</b>	-	3790	3,790	8395
Interest received	<b>4</b>	1	-	1	2
<b>TOTAL INCOMING RESOURCES</b>		<b>309</b>	<b>3,790</b>	<b>4,099</b>	<b>8,470</b>
<b>RESOURCES EXPENDED</b>					
Direct charitable expenditure:	<b>5</b>				
Workshops expenses		-	6,277	6,277	6,816
Income generation		-	-	-	-
Other expenditure:					
Management and administration	<b>6</b>		485	485	698
<b>TOTAL RESOURCES EXPENDED</b>		<b>0</b>	<b>6,762</b>	<b>6,762</b>	<b>7,514</b>
<b>NET INCOMING (OUTGOING) RESOURCES</b>					
<b>for the year</b>		<b>309</b>	<b>(2,972)</b>	<b>(2,663)</b>	<b>956</b>
<b>NET MOVEMENT IN FUNDS BEFORE</b>					
<b>TRANSFERS</b>		<b>309</b>	<b>(2,972)</b>	<b>(2,663)</b>	<b>956</b>
<b>TRANSFERS BETWEEN FUNDS</b>					
		-	-	-	-
<b>TOTAL FUNDS brought forward</b>		<b>1,566</b>	<b>3,685</b>	<b>5,251</b>	<b>4,295</b>
<b>TOTAL FUNDS carried forward</b>		<b>1,875</b>	<b>713</b>	<b>2,588</b>	<b>5,251</b>

All activities are continuing.



**AFRICAN EDUCATIONAL CULTURAL AND HEALTH ORGANISATION LIMITED**  
*A company limited by guarantee*

**COMPANY NO. 4865046 (England and Wales)**

**ABBREVIATED BALANCE SHEET**  
**31st August 2016**

		Unrestricted funds 2016 £	Restricted funds 2016 £	Total this year 2016 £	Total last year 2015 £
	<b>Note</b>				
<b>FIXED ASSETS</b>					
Tangible assets	7	218	-	218	328
		<u>218</u>	<u>-</u>	<u>218</u>	<u>328</u>
<b>CURRENT ASSETS</b>					
Debtors	8	-	-	-	-
Cash at bank and in hand		1,657	713	2,370	4,923
		<u>1,657</u>	<u>713</u>	<u>2,370</u>	<u>4,923</u>
<b>CREDITORS: amounts falling due within one year</b>	9	-	-	-	-
<b>NET CURRENT ASSETS</b>		<u>1,657</u>	<u>713</u>	<u>2,370</u>	<u>4,923</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>1,875</u>	<u>713</u>	<u>2,588</u>	<u>5,251</u>
<b>FUNDS:</b>					
Unrestricted funds		1,875		1,875	1,566
Restricted funds			713	713	3,685
		<u>1,875</u>	<u>713</u>	<u>2,588</u>	<u>5,251</u>

For the year ending 31st August 2016 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

These financial statements were approved by the trustees/directors on 22nd May 2017 and were signed on behalf of all the trustees/directors by:



**E Macauley MBE-IP**  
**Trustee/Director**

**AFRICAN EDUCATIONAL CULTURAL AND HEALTH ORGANISATION LIMITED**  
*A company limited by guarantee*

**NOTES TO THE ABBREVIATED ACCOUNTS**  
**Year ended 31st August 2016**

**1. BASIS OF ACCOUNTING**

The financial statements are 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 on 16 July 2014.

*The particular accounting policies adopted by the trustees are described below.*

**Accounting convention**

The financial statements are prepared under the historical cost convention.

**Resources arising - income**

All income is recognised in the statement of financial activities when the conditions for receipt have been met and there is reasonable assurance of receipt.

The following accounting policies are applied to income:

*Donations and Grants*

Donations and Grants are accounted for when the conditions for their receipt have been met.

The allocation of funds between restricted funds and unrestricted funds is determined following receipt of the funds.

*Interest received*

Interest received is accounted for when received.

**Direct charitable expenditure**

Direct charitable expenditure includes all expenditure directly related to the objects of the charity and comprises the cost of running workshops appropriate to the charity's activities.

**Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided on cost in equal instalments over the estimated useful lives of the assets. The rate of depreciation is as follows:

Computers and other equipment	25% per annum on cost
-------------------------------	-----------------------

**AFRICAN EDUCATIONAL CULTURAL AND HEALTH ORGANISATION LIMITED**  
*A company limited by guarantee*

**NOTES TO THE ABBREVIATED ACCOUNTS**  
**Year ended 31st August 2016**

**1. BASIS OF ACCOUNTING (continued)**

**Other expenditure**

Management and administration costs represent expenditure incurred in the management of the charity's assets, organisational administration, and compliance with constitutional and statutory requirements.

**Fund accounting**

The unrestricted funds held at 31st August 2016 are expendable at the discretion of the trustees in furtherance of the objects of the charity.

The restricted funds held at 31st August 2016 are to be expended on the specific projects against which they were received.

**2. DONATIONS**

<b>2016</b>	<b>2015</b>
<b>£</b>	<b>£</b>
308	73

**3. GRANTS**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Circle Housing (Merton)	2,390	-
Health Watch Fund	1,400	-
Health & Well Being Fund	-	7,500
Voluntary Sector Development Grant	-	895
	<b>3,790</b>	<b>8,395</b>

**4. INTEREST RECEIVED**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Interest received comprises:		
Bank deposit interest	1	2
	<b>1</b>	<b>2</b>

**AFRICAN EDUCATIONAL CULTURAL AND HEALTH ORGANISATION LIMITED**  
*A company limited by guarantee*

**NOTES TO THE ABBREVIATED ACCOUNTS**  
**Year ended 31st August 2016**

**5. DIRECT CHARITABLE EXPENSES**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Direct costs of workshops:		
Coordinators expenses	851	1,320
Tutoring & External Courses	2,618	1,000
Facilitators Costs / Volunteer expenses	490	1,876
Venue hire	305	150
Projects Events & Refreshments	360	720
Beneficiaries honoraria	365	660
	<b>4,989</b>	<b>5,726</b>
Support costs: general running costs including travel, insurance, telephone, printing, postage and stationery	<b>1,288</b>	<b>1,090</b>
	<b>6,277</b>	<b>6,816</b>

Support costs are considered to relate to all activities and are not allocated between the differing activities.

**6. MANAGEMENT AND ADMINISTRATION EXPENSES**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Management costs		309
Bank charges	-	-
Annual General Meeting 2014/15	360	265
Companies House filing fee	15	14
Other expenses - depreciation of tangible fixed assets	110	110
	<b>485</b>	<b>698</b>

**7. TANGIBLE FIXED ASSETS - Office equipment**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Cost:		
At 1st September 2015	1,980	1,542
Additions in the year	-	438
At 31st August 2016	<b>1,980</b>	<b>1,980</b>
Accumulated depreciation:		
At 1st September 2015	1,652	1,542
Charge for the year	110	110
At 31st August 2016	<b>1,762</b>	<b>1,652</b>
Net book value:		
At 31 August 2016 and 31 August 2015	<b>218</b>	<b>328</b>

**AFRICAN EDUCATIONAL CULTURAL AND HEALTH ORGANISATION LIMITED**  
*A company limited by guarantee*

**NOTES TO THE ABBREVIATED ACCOUNTS**  
**Year ended 31st August 2016**

**8. DEBTORS**

	2016 £	2015 £
Donation receivable	-	-
Accrued interest receivable	-	-
	<u>-</u>	<u>-</u>

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2016 £	2015 £
Amounts due for goods and services supplied	-	-
Accruals	-	-
	<u>-</u>	<u>-</u>

**10. MEMBERS**

The charity is incorporated as a company limited by guarantee having no share capital and, in accordance with the Memorandum of Association, every member is liable to contribute a sum not exceeding £10 in the event of the company being wound up. At 31 August 2016 there were 210 members including the five remaining trustees at the date of this report.