

# London Community College

Annual Report and Financial Statements  
Year ended 31 October 2016

England and Wales Registered Charity Number 1093358  
England and Wales Company Registration Number 04200373  
[www.londoncommunitycollege.co.uk](http://www.londoncommunitycollege.co.uk)

# **LONDON COMMUNITY COLLEGE**

**YEAR ENDED 31 OCTOBER 2016**

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# **LONDON COMMUNITY COLLEGE**

**YEAR ENDED 31 OCTOBER 2016**

## **CHARITY INFORMATION**

Registered Charity Name      London Community College

Charity Registration Number      1093358

Principal Office      Alpertown House Third Floor  
Bridgewater Road  
Wembley  
Middlesex HA0 1EH

Trustees      Mr S B A Zaidi  
Mrs H Z Zaidi

Auditors      K K Associates  
Chartered Accountants  
305 Crown House  
North Circular Road  
Park Royal  
London NW10 7PN

Bankers      Barclays Bank PLC  
1 Churchill Place  
London E14 5HP



# **LONDON COMMUNITY COLLEGE**

## **TRUSTEES ANNUAL REPORT**

### **YEAR ENDED 31 OCTOBER 2016**

The trustees present their report and accounts for the year ended 31 October 2016. 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 governing document, the Charities Act 2011 and the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard FRS 102 issued in 2014.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The affairs of London Community College are governed by the memorandum and articles of association written on incorporation on 17 April 2001 as amended by special resolution dated 13 June 2002. The charity is managed by a board of trustees. In the year ended 31 October 2016, the following persons served as trustees:

Mr S B A Zaidi (appointed 16 August 2016)  
Mrs H Z Zaidi (appointed 16 August 2016)  
Ms S Malik (appointed 3 May 2016, resigned 16 August 2016)  
Mr P Panchoory (resigned 16 May 2016)  
Ms K J Thompson-Wright (appointed 1 December 2015, resigned 25 April 2016)

#### **OBJECTIVES AND ACTIVITIES**

The charity's objectives and its principal activity continues to be that of providing education and training to refugees, asylum seekers, ethnic minorities, over 50 year olds and long term unemployed. The charity continues to work in partnership with local partners and government bodies on the training needs of small businesses, unemployed people, and ethnic minorities to raise the level of educational achievement among SMEs' staff, dispossessed groups and to increase their life chances in the employment market. Our policy continues to be a provider of training in qualifications such as ICT but we have now added more qualifications in Health and Social Care, Personal Training and Fitness, Business Administration, Customer Service, Functional Skills and Employability Skills.

#### **FINANCIAL REVIEW**

The present level of funding is adequate to support the continuation of the training programs now in operation for the short-term and the trustees consider the financial position of the charity to be satisfactory.

#### **RISK MANAGEMENT**

The charity takes robust steps to manage the risks involved in achieving of its aim and objectives. The Board of Trustees reviews significant risks, and makes sure that they are taking appropriate measures to manage and reduce their impact. Managers manage resources, monitor performance and have also established, and manage, an effective internal control environment. This is supported by systems, processes and procedures.

# **LONDON COMMUNITY COLLEGE**

## **TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 OCTOBER 2016**

### **PUBLIC BENEFIT**

The charity develops strategic plans to make certain that we provide maximum public benefit and achieve our strategic objectives, which fall under purposes defined by the Charities Act 2011.

### **RESPONSIBILITIES OF THE TRUSTEES**

The charity's trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and the income and expenditure of the charity for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material 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 charity will continue in operation.
- state whether applicable accounting standards have been followed, subject to any material 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 charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charity (Accounts and Reports) Regulations, and the provisions of the trust deed. 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.



# **LONDON COMMUNITY COLLEGE**

## **TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 OCTOBER 2016**

### **AUDITORS**

K K Associates, Chartered Accountants and Registered Auditors, were appointed as auditors in respect of the year ended 31 October 2016 and have been re-appointed as auditors for the ensuing year.

Signed on behalf of the trustees



Mr S B A Zaidi  
Trustee

37 Doncaster Drive  
Northolt  
UB5 4AT

Date: 12 December 2017

# **Independent auditor's report to the Trustees of**

## **London Community College**

We have audited the financial statements of London Community College for the year ended 31 October 2016 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

### **Respective responsibilities of trustees and auditor**

As explained more fully in the Trustees' Responsibilities Statement set out on page 5 the trustees (who are also directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed auditor under the Companies Act 2006 and report in accordance with that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Opinion on the financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 October 2016 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2016.

continued/-

**Independent auditor's report to the Trustees of  
London Community College**

continued/-

**Other matter**

The accounts for the previous year ended 31 October 2015 were not audited.

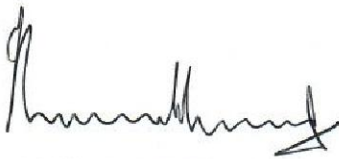
**Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- the charitable company has not kept adequate accounting records and returns adequate for our audit have not been received from branches not visited by us; or
- the charitable company's financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the directors' report.

  
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**Kamal A. Kureshi (senior statutory auditor)**

**for and on behalf of K K Associates, Statutory Auditor**

Date: 12 December 2017

**305 Crown House  
North Circular Road  
Park Royal  
London  
NW10 7PN**



**LONDON COMMUNITY COLLEGE**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDED 31 OCTOBER 2016**

<b>INCOME AND ENDOWMENTS FROM:</b>	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2016 £</b>	<b>Total Funds 2015 £</b>
Donations	2	11,979	227,604	239,583	138,731
<b>TOTAL INCOME</b>		<u>11,979</u>	<u>227,604</u>	<u>239,583</u>	<u>138,731</u>
<b>EXPENDITURE ON:</b>					
Charitable activities	3	(6,857)	(232,172)	(239,029)	(136,142)
<b>TOTAL EXPENDITURE</b>		<u>(6,857)</u>	<u>(232,172)</u>	<u>(239,029)</u>	<u>(136,142)</u>
<b>NET MOVEMENT IN FUNDS</b>		<b>5,122</b>	<b>(4,568)</b>	<b>554</b>	<b>2,589</b>
<b>RECONCILIATION OF FUNDS:</b>					
Total funds brought forward		<u>1,336</u>	<u>25,386</u>	<u>26,722</u>	<u>24,133</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><b>6,458</b></u>	<u><b>20,818</b></u>	<u><b>27,276</b></u>	<u><b>26,722</b></u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 11 to 14 form part of these financial statements.

# LONDON COMMUNITY COLLEGE

## BALANCE SHEET

31 OCTOBER 2016

<b>FIXED ASSETS</b>		<b>2016</b>	<b>2015</b>
	<b>Note</b>	<b>£</b>	<b>£</b>
Tangible assets	<b>7</b>	<b>10,822</b>	<b>14,429</b>
<b>CURRENT ASSETS</b>			
Debtors	<b>8</b>	<b>26,299</b>	<b>33,572</b>
Cash at bank and in hand		<b>-</b>	<b>-</b>
		<b>26,299</b>	<b>33,572</b>
<b>CREDITORS: Amounts falling due within one year</b>	<b>9</b>	<b>(9,845)</b>	<b>(21,279)</b>
<b>NET CURRENT ASSETS</b>		<b>16,454</b>	<b>12,293</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>27,276</b>	<b>26,722</b>
<b>TOTAL NET ASSETS</b>	<b>12</b>	<b>27,276</b>	<b>26,722</b>
<b>FUNDS OF THE CHARITY</b>			
Restricted income funds	<b>10</b>	<b>20,818</b>	<b>24,050</b>
Unrestricted income funds	<b>11</b>	<b>6,458</b>	<b>2,672</b>
<b>TOTAL CHARITY FUNDS</b>	<b>12</b>	<b>27,276</b>	<b>26,722</b>

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime set out in Part 15 of the Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 and Charities Act 2011 with respect to accounting records and preparation of accounts.

These financial statements were approved by the Board of Trustees and are signed on their behalf by:



Mr S B A Zaidi

Trustee

London Community College

(England and Wales registered company number 04200373)

(England and Wales registered charity number 1093358)

Date: 12 December 2017

The notes on pages 11 to 14 form part of these financial statements.

**LONDON COMMUNITY COLLEGE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 OCTOBER 2016**

**1. ACCOUNTING POLICIES**

**a) Basis of preparation**

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the requirements of 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 Ireland FRS102 issued in 2014, and the Charities Act 2011. The company is exempt from preparing a Cash Flow Statement because it is a small entity as defined by Charities SORP (FRS102).

The Trust constitutes a public benefit entity as defined by FRS 102.

**b) Funds structure**

The charity has restricted and unrestricted funds. Restricted funds are categorised as restricted based on the donors' restrictions on the projects for which they must be used.

**c) Expenditure recognition**

Expenditure is recognised when the funds have been disbursed. The charity follows a strict evaluation and approval procedure for charitable expenditure and funds are disbursed immediately upon approval.

**d) Tangible fixed assets and depreciation**

All fixed assets are initially recorded at cost. Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings                      -    25% reducing balance basis

**2. DONATIONS**

	<b>Unrestrict ed Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>
<b>Year ended 31 October 2016:</b>			
	<b>£</b>	<b>£</b>	<b>£</b>
Charitable income - UK	11,979	227,604	239,583
	<hr/>	<hr/>	<hr/>
<b>Year ended 31 October 2015:</b>			
Charitable income - UK	6,937	131,794	138,731
	<hr/>	<hr/>	<hr/>



# LONDON COMMUNITY COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 OCTOBER 2016

### 3 COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£	£
Education & training	-	232,172	232,172	128,044
Governance Cost (Note 5)	6,857	-	6,857	8,098
	6,857	232,172	239,029	136,142

### 4 NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2016	2015
	£	£
Depreciation	3,607	4,809
Auditors' remuneration:		
- audit of the financial statements	1,500	-

### 5 GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£
Professional fees	1,750	1,750	3,289
Audit fees	1,500	1,500	-
Depreciation	3,607	3,607	4,809
	6,857	6,857	8,098

### 6 STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2016	2015
	£	£
Wages and salaries	79,957	81,572

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2016	2015
	No.	No.
Number of permanent staff	3	4

No employee received remuneration of more than £60,000 during the year (2015 - Nil)

Trustees and related party transactions:

None of the Trustees have been paid any remuneration or received any other benefits during the year.  
No related party transaction took place.

**LONDON COMMUNITY COLLEGE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 OCTOBER 2016**

**7 TANGIBLE FIXED ASSETS**

	Fixtures & Equipment £
<b>COST</b>	
At 1 November 2015	68,790
Additions	-
Disposal	-
	-----
At 31 October 2016	68,790
	=====
<b>DEPRECIATION</b>	
At 1 November 2015	54,361
Charge for the year	3,607
Eliminated on disposals	-
	-----
At 31 October 2016	57,968
	=====
<b>NET BOOK VALUE</b>	
At 31 October 2016	10,822
	=====
At 31 October 2015	14,429
	=====

**8 DEBTORS**

	2016 £	2015 £
Trade debtors	25,779	33,052
Other debtors	520	520
	-----	-----
	26,299	33,572
	=====	=====

**9 CREDITORS: Amounts falling due within one year**

	2016 £	2015 £
Bank loans and overdrafts	4,211	8,436
Trade creditors	1,535	300
Taxation and social security	2,099	3,334
Accruals	2,000	9,209
	-----	-----
	9,845	21,279
	=====	=====

**10 RESTRICTED INCOME FUNDS**

	Balance at 1 Nov 2015 £	Income £	Expenditure £	Balance at 30 Oct 2015 £
Education and training	25,386	227,604	(232,172)	20,818
	-----	-----	-----	-----

# LONDON COMMUNITY COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 OCTOBER 2016

### 11 UNRESTRICTED INCOME FUNDS

	Balance at 1 Nov 2015	Income	Expenditure	Balance at 30 Oct 2015
	£	£	£	£
General Funds	1,336	11,979	(6,857)	6,458

### 12 SUMMARY OF ASSETS AND LIABILITIES OF EACH CATEGORY OF FUNDS OF THE CHARITY

	Unrestricted Funds	Restricted Funds	Total Funds
	2016	2016	2016
	£	£	£
Fixed assets	10,822	-	10,822
Debtors	-	26,299	26,299
Cash at bank and in hand	-	-	-
Creditors (falling due within one year)	(4,364)	(5,481)	(9,845)
Net assets	6,458	20,818	27,276
Unrestricted funds	6,458	-	6,458
Restricted funds	-	20,818	20,818
Total charity funds	6,458	20,818	27,276

### 13 CONTROLLING PARTY

The charitable company is controlled by its members who are also its trustees.