

Company registration number: 07065420
Charity registration number: 1157249

Portuguese Community Centre Limited

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2017

SJPR Accountants Ltd
Independent Examiners
Charan House
18 Union Road
London
SW4 6JP

Portuguese Community Centre Limited

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Portuguese Community Centre Limited
Reference and Administrative Details

Charity name	Portuguese Community Centre Limited
Charity registration number	1157249
Company registration number	07065420
Principal office	1 Othello Close SE11 4RE
Registered office	1 Othello Close SE11 4RE
Trustees	Mr Avelino Miguel Mr Artur Manuel Vargues Domingos Mr Henrique Carneiro
Accountant	SJPR Accountants Ltd Charan House 18 Union Road London SW4 6JP

Portuguese Community Centre Limited

Trustees' Report

The trustees are pleased to present their report for the year ended 31st of March 2017 for the Charity Portuguese Community Centre Limited with charity number 1157249

The trustees of the charity are:

Mr Avelino Duarte Vilela Miguel

Mr Henrique Pedro da Silva Carneiro

Mr Artur Manuel Vargues Domingos

The principal address of the charity is:

1 Othello Close
London
SE1 1 4RE

Responsibilities of the Trustees

The charities act requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity at year end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, the Trustees are required to select suitable accounting policies, as described on page 7, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The members of the committee must also prepare the financial statements on the going concern basis unless it is appropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. The trustees 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.

Objectives and Activities

To promote social Inclusion for the public benefit by Preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded (in particular but not exclusively members of the Portuguese speaking community living in the United Kingdom) and assisting them to integrate into society.

Achievements and Performance

The results for the year and the charity's financial position at the end of the year are shown in the attached financial statements.

Risk Management

Portuguese Community Centre Limited

Trustees' Report

The charity have assessed all the major risks to which the charity is exposed to, in particular those related to operations and finances of the charity, and are satisfied that systems are in place to mitigate exposure to major risks. We increase and improved financial controls from September 2016 when a new board of trustees was instructed. Prior to that the financial records are not at the desired level, but we could reconcile at the best of our efforts in order to report responsibly.

Trustees Responsibilities

Under the Charities Act 1993, the trustees are required to prepare a statement of accounts for each accounting year gives a true and fair view of the state of the charity. They are required to:

- Select suitable accounting policies and apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether the applicable accounting standards have been followed.
- Prepare financial statements on an ongoing basis.

They are responsible for keeping proper record which disclose reasonable accuracy the finances of the charity at any time and to ensure that such accounts comply with the Charities' Act 1993. They also have a responsibility to safeguard the assets of the charity and to take reasonable steps to detect fraud or other irregularities.

Approved by the Trustees on 21/06/2017 and signed on their behalf by:

Avelino Duarte Vilela Miguel

A handwritten signature in black ink, appearing to be 'Avelino Duarte Vilela Miguel', written on a light blue background.

Independent Examiner's Report to the Trustees of Portuguese Community Centre Limited

I report on the accounts of the company for the year ended 31 March 2017, which are set out on pages 5 to 11.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

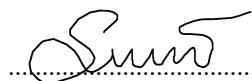
Basis of independent examiner's report

My examination was carried out in accordance with the 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 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 my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


.....
Sansao Rodrigues AIAB
SJPR Accountants Ltd
Independent Examiners

7 June 2017

Charan House
18 Union Road
London
SW4 6JP

Portuguese Community Centre Limited

**Statement of Financial Activities (including Income and Expenditure Account) for the
Year Ended 31 March 2017**

		Unrestricted Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
	Note	£	£	£	£
Incoming resources					
Incoming resources from generated funds					
Voluntary income	2	76,654	-	76,654	131,002
Total incoming resources		<u>76,654</u>	<u>-</u>	<u>76,654</u>	<u>131,002</u>
Resources expended					
Costs of generating funds					
Costs of generating voluntary income	3	91,205	-	91,205	151,654
Total resources expended		<u>91,205</u>	<u>-</u>	<u>91,205</u>	<u>151,654</u>
Net movements in funds		(14,551)	-	(14,551)	(20,652)
Reconciliation of funds					
Total funds brought forward		<u>(14,612)</u>	9,595	<u>(5,017)</u>	<u>15,635</u>
Total funds carried forward		<u>(29,163)</u>	<u>9,595</u>	<u>(19,568)</u>	<u>(5,017)</u>

The notes on pages 7 to 11 form an integral part of these financial statements.

Portuguese Community Centre Limited (Registration number: 07065420)

Balance Sheet as at 31 March 2017

		2017		2016	
	Note	£	£	£	£
Fixed assets					
Tangible assets	7		711		904
Current assets					
Debtors	8	-		5,056	
Cash at bank and in hand		3,848		5,432	
		<u>3,848</u>		<u>10,488</u>	
Creditors: Amounts falling due within one year	9	<u>(19,613)</u>		<u>(16,409)</u>	
Net current liabilities			<u>(15,765)</u>		<u>(5,921)</u>
Total assets less current liabilities			(15,054)		(5,017)
Creditors: Amounts falling due after more than one year	10		<u>(4,514)</u>		-
Net liabilities			<u><u>(19,568)</u></u>		<u><u>(5,017)</u></u>
The funds of the charity:					
Restricted funds			9,595		9,595
Unrestricted funds					
Unrestricted income funds			<u>(29,163)</u>		<u>(14,612)</u>
Total charity funds			<u><u>(19,568)</u></u>		<u><u>(5,017)</u></u>

For the financial year ended 31 March 2017, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

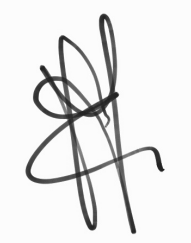
The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008 January 2015).

Approved by the Board on 21/06/2017 and signed on its behalf by:

Avelino Duarte Vilela Miguel



The notes on pages 7 to 11 form an integral part of these financial statements.

Portuguese Community Centre Limited

Notes to the Financial Statements for the Year Ended 31 March 2017

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities (SORP 2005)', issued in March 2005, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 13.

Incoming resources

Donations are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds are the costs associated with attracting voluntary income.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Fixed assets

Individual fixed assets costing £0 or more are initially recorded at cost.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Plant and machinery	20% straight line basis
Fixtures and fittings	20% straight line basis

Operating leases

Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.

Portuguese Community Centre Limited
Notes to the Financial Statements for the Year Ended 31 March 2017

..... continued

2 Voluntary income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Donations and legacies				
Appeals and donations	61,163	-	61,163	119,497
Hall Hire	15,808	-	15,808	11,690
Charitable Activities	(317)	-	(317)	(185)
	<u>76,654</u>	<u>-</u>	<u>76,654</u>	<u>131,002</u>

3 Total resources expended

	Donations and legacies £	Total £
Direct costs		
Other fundraising costs	8,820	8,820
Establishment costs	25,582	25,582
Office expenses	1,225	1,225
Printing, posting and stationery	940	940
Accountancy fees	1,068	1,068
Legal and professional costs	37,869	37,869
Depreciation of tangible fixed assets	193	193
	<u>75,697</u>	<u>75,697</u>
Support costs		
Subscriptions and donations	<u>15,508</u>	<u>15,508</u>
	<u>91,205</u>	<u>91,205</u>

4 Trustees' remuneration and expenses

No trustees received any remuneration during the year.

Portuguese Community Centre Limited
Notes to the Financial Statements for the Year Ended 31 March 2017

..... *continued*

5 Net expenditure

Net expenditure is stated after charging:

	2017	2016
	£	£
Depreciation of tangible fixed assets	193	357
	<u> </u>	<u> </u>

6 Taxation

The company is a registered charity and is, therefore, exempt from taxation.

Portuguese Community Centre Limited
Notes to the Financial Statements for the Year Ended 31 March 2017

..... continued

7 Tangible fixed assets

	Fixtures, fittings and equipment £
Cost	
As at 1 April 2016 and 31 March 2017	<u>1,903</u>
Depreciation	
As at 1 April 2016 and 31 March 2017	<u>180</u>
Net book value	
As at 31 March 2017	<u>1,723</u>
As at 31 March 2016	<u>1,723</u>

8 Debtors

	2017 £	2016 £
Prepayments and accrued income	<u>-</u>	<u>5,056</u>

9 Creditors: Amounts falling due within one year

	2017 £	2016 £
Trade creditors	1,300	1,300
Other creditors	<u>18,313</u>	<u>15,109</u>
	<u>19,613</u>	<u>16,409</u>

10 Creditors: Amounts falling due after more than one year

	2017 £	2016 £
Other creditors	<u>4,514</u>	<u>-</u>

Portuguese Community Centre Limited

Notes to the Financial Statements for the Year Ended 31 March 2017

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11 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £nil towards the assets of the charity in the event of liquidation.

12 Related parties

Controlling entity

The charity is controlled by the trustees who are all directors of the company.

13 Analysis of funds

	At 1 April 2016	Incoming resources	Resources expended	At 31 March 2017
	£	£	£	£
General Funds				
Unrestricted income fund	(14,612)	76,654	(91,205)	(29,163)
Restricted Funds				
Restricted income fund	9,595	-	-	9,595
	<u>(5,017)</u>	<u>76,654</u>	<u>(91,205)</u>	<u>(19,568)</u>

14 Net assets by fund

	Unrestricted Funds	Total Funds 2017	Total Funds 2016
	£	£	£
Tangible assets	711	711	904
Current assets	3,848	3,848	10,488
Creditors: Amounts falling due within one year	(19,613)	(19,613)	(16,409)
Creditors: Amounts falling due after more than one year	(4,514)	(4,514)	-
Net assets	<u>(19,568)</u>	<u>(19,568)</u>	<u>(5,017)</u>

Portuguese Community Centre Limited
Statement of financial activities by fund Year Ended 31 March 2017

	Unrestricted income fund 2017	Unrestricted income fund 2016
	£	£
Incoming resources		
Incoming resources from generated funds		
Voluntary income	76,654	131,002
Total incoming resources	<u>76,654</u>	<u>131,002</u>
Resources expended		
Costs of generating funds		
Costs of generating voluntary income	91,205	151,654
Total resources expended	<u>91,205</u>	<u>151,654</u>
Net movements in funds	(14,551)	(20,652)
Reconciliation of funds		
Total funds brought forward	<u>(14,612)</u>	6,040
Total funds carried forward	<u><u>(29,163)</u></u>	<u><u>(14,612)</u></u>

This page does not form part of the statutory financial statements.

Portuguese Community Centre Limited
Statement of financial activities by fund Year Ended 31 March 2017

..... *continued*

	Restricted income fund 2017	Restricted income fund 2016
	£	£
Net movements in funds	-	-
Reconciliation of funds		
Total funds brought forward	9,595	9,595
Total funds carried forward	<u>9,595</u>	<u>9,595</u>

This page does not form part of the statutory financial statements.