

# London Community College

## Annual Report and Financial Statements Year ended 31 October 2017

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 2017**

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# **LONDON COMMUNITY COLLEGE**

**YEAR ENDED 31 OCTOBER 2017**

## **CHARITY INFORMATION**

Registered Charity Name      London Community College

Charity Registration Number      1093358

Principal Office      Alperton 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 2017**

The trustees present their report and accounts for the year ended 31 October 2017. 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 2017, the following persons served as trustees:

Mr S B A Zaidi  
Mrs H Z Zaidi

#### **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.

#### **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.

# **LONDON COMMUNITY COLLEGE**

## **TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 OCTOBER 2017**

### **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 2017

### AUDITORS

Each of the persons who is trustee at the date of approval of this report confirms that:

- So far as they are aware, there is no relevant audit information of which the company's auditor is unaware; and
- They have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the company's auditor is aware of the information.

K K Associates, Chartered Accountants and Registered Auditors, 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: 31 August 2018



# **Independent Auditor's Report to the Members of London Community College**

## **Opinion**

We have audited the financial statements of London Community College (the 'charitable company') for the year ended 31 October 2017 which comprise Statement of Financial Activities, Balance Sheet, and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 October 2017, and of its incoming resources and application of resources, including its income and expenditure, 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 2006.

## **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

## **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

*[continued ...]*

# **Independent Auditor's Report to the Members of London Community College**

*[continued ...]*

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report have been prepared in accordance with applicable legal requirements.

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

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

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

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the 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' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

## **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement set out on page 5, the trustees (who are also the 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, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

*[continued ...]*



# **Independent Auditor's Report to the Members of London Community College**

[continued ...]

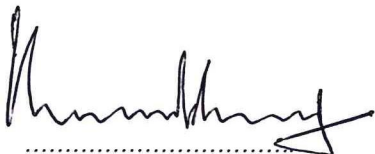
## **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



**Kamal A. Kureshi (Senior Statutory Auditor)**

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

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

**Date: 31 August 2018**

**LONDON COMMUNITY COLLEGE**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDED 31 OCTOBER 2017**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
<b>INCOME AND ENDOWMENTS FROM:</b>					
Donations	2	6,682	126,959	133,641	239,583
<b>TOTAL INCOME</b>		<u>6,682</u>	<u>126,959</u>	<u>133,641</u>	<u>239,583</u>
<b>EXPENDITURE ON:</b>					
Charitable activities	3	(6,456)	(126,420)	(132,876)	(239,029)
<b>TOTAL EXPENDITURE</b>		<u>(6,456)</u>	<u>(126,420)</u>	<u>(132,876)</u>	<u>(239,029)</u>
<b>NET MOVEMENT IN FUNDS</b>		226	539	765	554
<b>RECONCILIATION OF FUNDS:</b>					
Total funds brought forward		<u>6,458</u>	<u>20,818</u>	<u>27,276</u>	<u>26,722</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>6,684</u>	<u>21,357</u>	<u>28,041</u>	<u>27,276</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 12 to 15 form part of these financial statements.

# LONDON COMMUNITY COLLEGE

## BALANCE SHEET

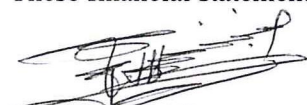
31 OCTOBER 2017

	Note	£	2017 £	2016 £
<b>FIXED ASSETS</b>				
Tangible assets	7		8,117	10,822
<b>CURRENT ASSETS</b>				
Debtors	8	25,924		26,299
Cash at bank and in hand		2,798		-
		<u>28,722</u>		<u>26,299</u>
<b>CREDITORS: Amounts falling due within one year</b>	9	<u>(8,798)</u>		<u>(9,845)</u>
<b>NET CURRENT ASSETS</b>			<u>19,924</u>	<u>16,454</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>28,041</u>	<u>27,276</u>
<b>TOTAL NET ASSETS</b>	12		<u>28,041</u>	<u>27,276</u>
<b>FUNDS OF THE CHARITY</b>				
Restricted income funds	10		21,357	20,818
Unrestricted income funds	11		<u>6,684</u>	<u>6,458</u>
<b>TOTAL CHARITY FUNDS</b>	12		<u>28,041</u>	<u>27,276</u>

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: 31 August 2018

The notes on pages 12 to 15 form part of these financial statements.



# LONDON COMMUNITY COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 OCTOBER 2017

#### 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

	Unrestricted Funds	Restricted Funds	Total Funds
Year ended 31 October 2017:	£	£	£
Charitable income - UK	6,682	126,959	133,641
	<hr/>	<hr/>	<hr/>
Year ended 31 October 2016:			
Charitable income - UK	11,979	227,604	239,583
	<hr/>	<hr/>	<hr/>

# LONDON COMMUNITY COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 OCTOBER 2017

### 3 COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
	£	£	£	£
Education & training	-	126,420	126,420	232,172
Governance Cost (Note 5)	6,456	-	6,456	6,857
	6,456	126,420	132,876	239,029

### 4 NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2017	2016
	£	£
Depreciation	2,705	3,607
Auditors' remuneration:		
- audit of the financial statements	1,500	1,500

### 5 GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2017	Total Funds 2016
	£	£	£
Professional fees	2,251	2,251	1,750
Audit fees	1,500	1,500	1,500
Depreciation	2,705	2,705	3,607
	6,456	6,456	6,857

### 6 STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2017	2016
	£	£
Wages and salaries	73,882	79,957

Particulars of employees:

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

	2017	2016
	No.	No.
Number of permanent staff	3	3

No employee received remuneration of more than £60,000 during the year (2016 - 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 2017**

**7 TANGIBLE FIXED ASSETS**

	Fixtures & Equipment £
<b>COST</b>	
At 1 November 2016	68,790
Additions	-
Disposal	-
	-----
At 31 October 2017	68,790
	=====
<b>DEPRECIATION</b>	
At 1 November 2016	57,968
Charge for the year	2,705
Eliminated on disposals	-
	-----
At 31 October 2017	60,673
	=====
<b>NET BOOK VALUE</b>	
At 31 October 2017	8,117
	=====
At 31 October 2016	10,822
	=====

**8 DEBTORS**

	2017 £	2016 £
Trade debtors	25,924	25,779
Other debtors	-	520
	-----	-----
	25,924	26,299
	=====	=====

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

	2017 £	2016 £
Bank loans and overdrafts	-	4,211
Trade creditors	4,922	1,535
Taxation and social security	2,126	2,099
Accruals	1,750	2,000
	-----	-----
	8,798	9,845
	=====	=====

**10 RESTRICTED INCOME FUNDS**

	Balance at 1 Nov 2016 £	Income £	Expenditure £	Balance at 31 Oct 2017 £
Education and training	20,818	126,959	(126,420)	21,357
	=====	=====	=====	=====



# LONDON COMMUNITY COLLEGE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 OCTOBER 2017

### 11 UNRESTRICTED INCOME FUNDS

	Balance at 1 Nov 2016	Income	Expenditure	Balance at 31 Oct 2017
	£	£	£	£
General Funds	6,458	6,682	(6,456)	6,684

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

	Unrestricted Funds	Restricted Funds	Total Funds
	2017	2017	2017
	£	£	£
Fixed assets	8,117	-	8,117
Debtors	-	25,924	25,924
Cash at bank and in hand	2,443	355	2,798
Creditors (falling due within one year)	(3,876)	(4,922)	(8,798)
Net assets	6,684	21,357	28,041
Unrestricted funds	6,684	-	6,684
Restricted funds	-	21,357	21,357
Total charity funds	6,684	21,357	28,041

### 13 CONTROLLING PARTY

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

### 14 CHARITABLE COMPANY STATUS

London Community College is a private company limited by guarantee without share capital. It is incorporated and registered in England & Wales.