

Charity Registration No. 1126136

Company Registration No. 06020288 (England and Wales)

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Ewa Gruca Wanda Banach David Jai-Persad Miroslawa Wrona Anna Kowalska
Secretary	Malgorzata Shannon
Charity number	1126136
Company number	06020288
Registered office	Haringey Irish Centre Pretoria Road London N17 8DX

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

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POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2017

The trustees present their report and financial statements for the year ended 31 December 2017.

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 [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

Polish & Eastern European Christian Family Centre Ltd (PEEC) is a Christian organisation which wishes to put faith into action by demonstrating the love of God for those in need. PEEC work with and support people from all sections of the community, particularly those living in North London from Polish and Eastern European families, and especially those who find it difficult to access any other service provision.

Motivated by the Christian faith, PEEC is actively opposed to discrimination in society. PEEC is committed to seeing people of all faiths and those of no faith.

PEEC is Committed to working in accordance with the standards expressed in the Faith Works Charter.

Accordingly the objects of the organisation are:

To support and empower Polish and Eastern European people in the North London area by providing regular groups, advice, guidance, meetings and activities within a Christian friendly environment in order to meet their needs.

To promote and facilitate the integration of Polish and Eastern European people into the rich cultural diversity in North London.

To further benefit the residents and neighbourhood by bringing together the said residents with local authority, voluntary and other organisations in a common effort to advance education and provide facilities in the interest of social welfare or recreation time with the object of improving life for the residents.

In furtherance of those objects, but not otherwise, the trustees shall have the power to establish or secure the establishment of a community centre in compliance with all equal opportunities and to maintain, manage or co-operate with any statutory authority in the maintenance and management of such centre or activities promoted by the charity.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Activities:-

Activities for parents and babies.

Volunteers training and development.

Linking senior people with services.

Partnering with ESOL/Computer classes.

One to one office support for Polish, Romanians, Bulgarians and other Eastern European.

Housing related support work for vulnerable adults.

Advocacy sessions.

Outings/events/open days.

Information service.

Partnership work with homeless.

Partnership with other existing local networks.

Partnership work with Job Centre Plus - Tottenham/Edmonton/Enfield/Barnet.

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2017

PEEC is dependent on large numbers of volunteers. Over the last year we had 40 volunteers who helped with running various activities.

Each volunteer signs a Volunteer Agreement and is familiar with our Volunteer Policy, health & safety Policy, Equal Opportunities Policy and Expense system.

Our volunteers are DBS Checked.

Our volunteers are involved in all kinds of activities depending on their skills and talents.

We provide internal and external volunteer training opportunities as well as vast opportunities for work experience.

Our volunteers help with running group activities, office support, organising events, trips and co-ordinate other volunteers etc.

We value our volunteers and appreciate their commitment to help other Polish and Eastern European families.

Achievements and performance

PEEC provides a range of programmes and family assistance that supports the development of young children (mainly under 5). We provide group opportunities for children's social interaction and play activities. We provide opportunities for parents on how to be a better parent. We run parenting classes for parents and provide them with course materials that they can study more at home.

The main plan for the future of the organization is to secure funding for a part time office administrator and coordinator. The organisation is applying for various funding to expand its activities.

Financial review

It has been a long term objective of PEEC to build up reserves. It is therefore seeking to establish a level of reserves to further its objectives. PEEC seeks to increase its reserves in order to maintain long term viability.

The Committee review the risk to which the charity is exposed on an annual basis. There is a standard item on the committees agenda covering health and safety risks and compliance while financial risks are reviewed quarterly. The committee is satisfied that appropriate steps have been taken to identify and manage the major risks to which the charity is exposed.

Structure, governance and management

The charity is a company limited by guarantee.

The Charity is governed by its Trustees which consist of 5 Trustees. Our Trustees meet regularly to manage its affairs.

PEEC has one full time member of staff and several part time workers and frequently employees staff for specific projects. It relies heavily on the contribution of large numbers of volunteers and on the management committee for the day to day operation. On average there are 30 volunteers at any given time.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Ewa Gruca

Wanda Banach

David Jai-Persad

Mirosława Wrona

Anna Kowalska

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) ***FOR THE YEAR ENDED 31 DECEMBER 2017***

The trustees' report was approved by the Board of Trustees.

Wanda Banach

Trustee

Dated: 30 October 2018

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

I report to the trustees on my examination of the financial statements of POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD (the charity) for the year ended 31 December 2017.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Carmen Gonzales
Director of Wonder Foundation
29 Pembridge Square
London W2 4DS
Dated: 30 October 2018

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2017

	Notes	Unrestricted funds £	Restricted funds £	Total 2017 £	Total 2016 £
<u>Income from:</u>					
Donations and legacies	3	2,541	58,822	61,363	57,439
<u>Expenditure on:</u>					
Raising funds	4	1,758	-	1,758	2,219
Charitable activities	5	613	54,696	55,309	54,947
Total resources expended		2,371	54,696	57,067	57,166
Net income for the year/ Net movement in funds		170	4,126	4,296	273
Fund balances at 1 January 2017		357	1,703	2,060	1,787
Fund balances at 31 December 2017		527	5,829	6,356	2,060

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

BALANCE SHEET

AS AT 31 DECEMBER 2017

	Notes	2017 £	£	2016 £	£
Fixed assets					
Tangible assets	9		449		729
Current assets					
Debtors	11	188		145	
Cash at bank and in hand		10,812		1,354	
		<u>11,000</u>		<u>1,499</u>	
Creditors: amounts falling due within one year	12	<u>(5,093)</u>		<u>(168)</u>	
Net current assets			5,907		1,331
Total assets less current liabilities			<u>6,356</u>		<u>2,060</u>
Income funds					
Restricted funds			5,829		1,703
Unrestricted funds			527		357
			<u>6,356</u>		<u>2,060</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2017. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

The financial statements were approved by the Trustees on 30 October 2018

Wanda Banach
Trustee

Company Registration No. 06020288

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

1 Accounting policies

Charity information

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD is a private company limited by guarantee incorporated in England and Wales. The registered office is Haringey Irish Centre, Pretoria Road, London, N17 8DX.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are those which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2017

1 Accounting policies

(Continued)

1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	20% straight line basis
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.6 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually, and whenever there is an indication that the asset may be impaired.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2017

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total 2017	Total 2016
	£	£	£	£
Donations and gifts	2,541	-	2,541	3,207
Grants & contracts	-	58,822	58,822	54,232
	<u>2,541</u>	<u>58,822</u>	<u>61,363</u>	<u>57,439</u>
For the year ended 31 December 2016	<u>3,207</u>	<u>54,232</u>		<u>57,439</u>
Donations and gifts				
Various	2,541	-	2,541	3,207
	<u>2,541</u>	<u>-</u>	<u>2,541</u>	<u>3,207</u>
Grants receivable for core activities				
DWP	-	-	-	14,940
Haringey	-	57,142	57,142	25,917
TFL	-	-	-	10,875
Other	-	-	-	2,500
Barnet	-	1,680	1,680	-
	<u>-</u>	<u>58,822</u>	<u>58,822</u>	<u>54,232</u>

4 Raising funds

	2017	2016
	£	£
<u>Fundraising and publicity</u>		
Seeking donations, grants and legacies	1,758	2,219
	<u>1,758</u>	<u>2,219</u>

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2017

5 Charitable activities

	2017 £	2016 £
Staff costs	36,332	38,298
Depreciation and impairment	280	-
	<u>36,612</u>	<u>38,298</u>
Grant funding of activities (see note 6)	613	871
Share of governance costs	18,084	15,778
	<u>55,309</u>	<u>54,947</u>

6 Grants payable

	2017 £	2016 £
Grants to institutions:		
Donations paid	613	871
	<u>613</u>	<u>871</u>

-

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

8 Employees

Number of employees

The average monthly number employees during the year was:

	2017 Number	2016 Number
	<u>3</u>	<u>4</u>
Employment costs	2017 £	2016 £
Wages and salaries	<u>36,332</u>	<u>38,298</u>

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2017

9 Tangible fixed assets

Computers
£

Cost

At 1 January 2017

5,772

At 31 December 2017

5,772

Depreciation and impairment

At 1 January 2017

5,043

Depreciation charged in the year

280

At 31 December 2017

5,323

Carrying amount

At 31 December 2017

449

At 31 December 2016

729

10 Financial instruments

2017
£

2016
£

Carrying amount of financial assets

Debt instruments measured at amortised cost

-

36

Carrying amount of financial liabilities

Measured at amortised cost

2,135

(1,247)

11 Debtors

2017
£

2016
£

Amounts falling due within one year:

Trade debtors

-

36

Prepayments and accrued income

188

109

188

145

12 Creditors: amounts falling due within one year

2017
£

2016
£

Other taxation and social security

2,958

1,415

Trade creditors

2,135

(1,247)

5,093

168

POLISH & EASTERN EUROPEAN CHRISTIAN FAMILY CENTRE LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2017

13 Retirement benefit schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

14 Analysis of net assets between funds

	£	£	Total £
Fund balances at 31 December 2017 are represented by:			
Tangible assets	449	-	449
Current assets/(liabilities)	5,907	-	5,907
	<u>6,356</u>	<u>-</u>	<u>6,356</u>
	<u><u>6,356</u></u>	<u><u>-</u></u>	<u><u>6,356</u></u>

15 Related party transactions

There were no disclosable related party transactions during the year (2016 - none).