

# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	Jan	2018		31	Dec	2018

**Charity name**

Kerala Arts & Literary Association (KALA)

**Other names charity is known by**

KALA (UK)

**Registered charity number (if any)**

1144122

**Charity's principal address**

88 Kingsway

Holborn

London

**Postcode**

WC2B 6AA

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Santha Krishnamurthy	President	24 <sup>th</sup> Mar – 31 <sup>st</sup> Dec 2018	AGM
2	Renuka Nair	Treasurer		AGM
3	Mony Kochupillai	Secretary	24 <sup>th</sup> Mar – 31 <sup>st</sup> Dec 2018	AGM
4	Vinod Pillai	Convenor		AGM
5	Sunil Nair	Arts Secretary	24 <sup>th</sup> Mar – 31 <sup>st</sup> Dec 2018	AGM
6	Parvathy Nair	Literary Secretary		AGM
7	Seena Praveen	Editor	24 <sup>th</sup> Mar – 31 <sup>st</sup> Dec 2018	AGM
8	Manoj Nambiar	Webmaster		AGM
9	Mr K S Sreekumar	Member		AGM
10	Gopalakrishnan Netuveli	Member		AGM
11	Vijayanand	Co-opted member		Board of Trustees
12	Sukumaran Nair	Ex-officio member		AGM
13	Mini Mohan	Co-opted member		Board of trustees
14	Jose Mathew	Co-opted member		Board of trustees
15	Ravi Sekhar	Co-opted member		Board of trustees

## Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected by the general body of members

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

While we do not have a special induction programme for trustees, members who are interested in serving as trustees are encouraged to be involved in the activities of the executive committee and also volunteer in the organisation of the events we hold so that they will be familiar with what is expected of a trustee.

The four major offices in the executive committee are that of the President, the Treasurer, the Secretary and the Convenor. They look after the running of the charity. In addition, there are specific offices of the Editor, the Arts Secretary, the Literary Secretary and the Webmaster. In addition, few members are there without specific roles.

We are not a part of any wider network, but have cordial relationships with other charities in the UK which have similar objectives as ourselves.

The trustees have identified two major concerns: one is our geographical spread. Our membership is not local to any region but comes from all over the UK. Therefore, there is a risk that membership is spread thin and members' involvement in the Charity's activities is at considerable cost of time and effort. The trustees are at present studying the ways by which this risk can be reduced. The second concern is regarding the promoting the involvement of the second generation Malayalee diaspora and sustaining the volunteerism among the existing members. We are addressing these issues by studying the current membership structure of the Charity, carrying out a risk analysis and examining various options.

**Summary of the objects of the charity set out in its governing document**

The Charity's objects are:

1. To advance the education of the public in the arts, culture and heritage of Kerala and India in general, including Malayalam and English literature, music and the performing arts
2. To enable young people to advance in life by providing support and activities which nurture their skills, capacities and capabilities so that they may realise the full potential as individuals and members of the society
3. To support such other general charitable purposes as the trustees may determine from time to time.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In planning our activities for the year in line with the advancement of our objects, the trustees have considered the Charity Commission's guidance on public benefit. The vision that shapes our annual activities remains the promotion and fostering of knowledge and appreciation of the arts, culture and heritage of Kerala and India in general by the provision of facilities for the education and recreation of public in fields of arts, music, drama and culture. The charity also has also the aim of promoting among the youth, particularly the second generation youth of Kerala origin, a) a better understanding and appreciation of their roots - the heritage, culture & way of life of Kerala & India and (b) integration of this understanding with their life & activities in the UK. The charity endeavours to empower the youth through these initiatives to become better citizens of the world - vibrant, creative & intellectually strong, with a balanced view of the past & modern along with the ability to contribute to wider responsibilities beyond the family & community. The charity also has the general aim of contributing to the quality of life of the public, especially the people of Kerala origin by expanding their horizons through the provision of exciting, challenging and accessible arts, cultural and sporting events.

Two of Charity's annual activities, the cultural programmes held in March and October every year, are specifically geared towards promoting artists and providing a platform for their performances. The public benefit from providing a platform for the artists comes from two sources: one, from supporting and contributing towards the stated objectives of cultural promotion, education, and youth development; and, two, by helping in promoting Charity's activities in support of other organisations. The Charity's pool of artistic talent has now become a valuable resource for other cultural organisations and charities. Two events our Charity holds - KALA Summer Walk and the Cricket match are geared towards the families and the youth to develop a shared sense of community and, in the youth, horn social and leadership skills. Charity's biannual publication, the Palmleaf is a respected publication with international accreditation. The magazine has helped to develop the talents of many young writers some of whom also have gone on to win awards from The London Times and the BBC. The magazine also fulfils another vital role. Through its pages, the public get an opportunity to enjoy articles and opinions of many of the writers and artists of Kerala, whom they otherwise would not have met. The annual literary day and the reading and film group meetings also fulfil a similar function.

**Additional details of objectives and activities (Optional information)**

KALA's cultural and literary activities are maintained by members and others volunteering their time and often sharing the costs. There are two

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

types of artists who had been performing during KALA UK events. The majority are local amateurs (from and outside KALA membership). To many of these people (a large proportion of whom are children and youth) the encouragement and inspiration to keep up with Keralan cultural forms comes from the opportunity KALA provides. They are not paid for performing on KALA stages. On the other hand, these local artists subsidises their own expenses for final performance and rehearsals. They also do not receive any exemptions in charges for attendance of KALA events. So, their involvement is completely voluntary. KALA's main focus is developing and supporting this group. The second group of artists are the occasional professional who comes from Kerala. Often they are already in UK and are happy with the opportunity to perform before a group like KALA members. However, if necessary their local stay and travel are borne by KALA.

**Summary of the main achievements of the charity during the year**

KALA raised £22,165 for Kerala Chief Minister's Disaster Relief Fund to provide immediate relief to families and individuals distressed by the worst flood in 100 years that caused havoc in Kerala, India with 100s of people dead and millions of people displaced.

The KALA Charity walk this year was held at Ruislip Lido, Ruislip on Saturday, the 7th July 2018. The charity walk was attended by KALA families consisting of kids, youth and adults; many of them did fundraising and took part in the walking challenge which included 10 miles challenge. KALA Charity walk was sponsored in support of Parity for Disability, a UK based Charity, to help the young people with multiple disabilities and raised £1,392.

The Annual General Body meeting took place on Sat 24<sup>th</sup> March 2018 at Westfield Academy, Watford. The AGM had two parts, a business session restricted to members of the Charity and an open session which members of public can attend. During the business section, new executive committee members were elected and new members were inducted. During the open session, different programmes reflecting the cultural heritage of Kerala were presented.

KALA's 22nd Annual day was held on 27th October 2018 at the Centenary Hall of Berkhamsted School, Hertfordshire. The event was attended by over 400 people drawn from among the members of KALA and guests. In line with KALA's tradition, the annual day consisted of a blend of programmes produced by in-house talent as well as invited external performers. The chief guest at the event was Professor V Madhusoodanan Nair, a poet who unfettered Malayalam poetry from the limits of letters and broke it into the world of sounds, Professor Madhusoodanan Nair is presently the foremost oral poet in Kerala. Mr. M G Rajamanickam, the former District Collector of Ernakulam District, Kerala and the winner of the Best Collector of Kerala Award, was our Guest of Honour. The annual day included a musical journey guided by the Karmic Version, the UK based Indian soft rock band. As a tribute to the chief guest, the in-house talent of KALA presented a selection of the poet's work transformed into music and dance. Following the tradition of presenting an ancient art form, KALA also presented Ottanthullal this year. Introduced in the 18th century, this temple art form is still preserved and performed across Kerala without much modification

KALA Literary Day was held on 24th November 2018 at Oakmere Community Centre, Potters Bar. This year's theme was 'Freedom' and the participants utilised the opportunity to present their pieces on exploring different aspects of the theme. There was a variety of items on offer – talks on books, short stories, recital of poetry, display of paintings, craft, etc. Mrs Anandavally Nair, a renowned author graced the occasion as our Chief Guest.

The Palm Leaf is the Charity's biannual in-house literary magazine, created with the objective of providing a canvas for the global Malayali community to share their fiction, nonfiction, poetry, illustrations and photography. The magazine helps to develop and foster the literary talents of its members and also gives its readers an opportunity to experience writings from respected Malayali authors they would not otherwise have access to. The contributors to the magazine ranged in age from 6 to 66. Two editions of the magazine were published in Mar 2018 and October 2018. Each edition of the Palm Leaf was published

online in order to reach the widest possible audience, and each copy will also be stored in the British Library for posterity.

The 2018 edition of 'The QUILL', the KALA Newsletter covered the customary topics with interesting reviews and personal accounts from KALA members about the past KALA events, details of forthcoming events and other in-house news. They also included photos of KALA events, recipes and news of the wider arts world.

The charity also runs a book club called "Nadumuttam". There was 1 meeting this year. The event this year was piggybacked with KALA Charity walk on 7<sup>th</sup> July 2018 and was primarily aimed at the new members of KALA. At this edition of Nadumuttam, Smaraka silakal by Late Dr Punathil Kunjabdulla was the chosen book. The even included a "Reading loud" session too.

#### Brief statement of the charity's policy on reserves

The Charity being relatively smaller in size, don't have yet a defined policy on reserves. However, the trustees take their responsibilities seriously and provide all the support and assistance to Charity's treasurer to maintain financial prudence throughout the year. In spite of Charity's activities being undertaken on a larger scale year-on-year, the trustees have also maintained a year-on-year increase in the reserves. At the end of 2018, the Charity has a reserve fund of £19,542.

#### Details of any funds materially in deficit

None

#### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The principal source of fund is through annual membership. The charity also received a contribution of £3,000 by Mr Ramachandran of Bristol Laboratories towards KALA Puraskaram , which is an award given to persons for their contributions in the field of arts . The charity also received a sponsorship of £1,500 by State Bank of India for the Annual Day.

The KALA charity fundraising also raised £22,165 to support the flood victims of Kerala, which was given to Kerala Chief Minister's Disaster Relief Fund to provide immediate relief to families and individuals distressed by the worst flood in 100 years that caused havoc in Kerala.

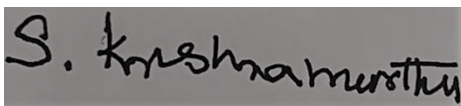
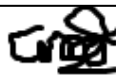
*Note: The fundraising at KALA Charity Walk was through the sponsorship of Parity for Disability, a UK based Charity which directly received the funds from the donors*

## Section F

## Other optional information

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees  
TAR

<b>Signature(s)</b>		
<b>Full name(s)</b>	Santha Krishnamurthy	Mony Kochupillai
<b>Position (eg Secretary, Chair, etc.)</b>	President	Secretary
<b>Date</b>	15/01/2018	

**KERALA ARTS and LITERARY ASSOCIATION ( Reg no.1144122)**

**Receipts and Payments Accounts**

1st January 2018 to 31st December 2018

	<u>2018</u>	<u>2017</u>
<b><u>Receipts</u></b>		
Membership Fee	8985.00	8760.00
Members & Guests Annual Day Passes 2018	8855.20	8405.70
Sponsorship	4500.00	5500.00
Gift Aid	0.00	1440.64
Charity donations for Kerala Flood	22164.82	0.00
Refund - Hall		300.00
<b>Total Receipts</b>	<b><u>44505.02</u></b>	<b><u>24406.34</u></b>
<b><u>Payments</u></b>		
Accountant fees	600.00	1200.00
AGM expenses	2167.47	2736.79
Summer Walk	32.53	47.30
KALA Cricket expenses	40.46	250.78
KALA Annual day expenses	14627.79	13743.53
KALA Literary day expenses	806.50	867.77
KALA Palmleaf	780.86	619.77
KALA Website	0.00	395.58
Insurance	394.28	368.99
Charity Contributions to Kerala Flood	22262.92	1430.16
Purchases	0.00	564.20
<b>Total Payments</b>	<b><u>41712.81</u></b>	<b><u>22224.87</u></b>
<b>Net of Receipts/(Payments)</b>	<b><u>2792.21</u></b>	<b><u>2181.47</u></b>
<b>Cash funds last year end b/f</b>	<b>16749.80</b>	<b>14568.33</b>
<b>Cash funds this year end c/f</b>	<b><u>19542.01</u></b>	<b><u>16749.80</u></b>

*R Nair*

**Renuka Nair**

Treasurer

*28/01/2019*

Date

We have reviewed these accounts and can confirm they are in agreement with the underlying records and supporting invoices

*Sebastian & Daughters*

Chartered Certified Accountants, Registered Auditors

17 Neals Corner, 2 Bath Road

Hounslow, Middlesex

TW3 3HJ

*12/02/2019*

Date

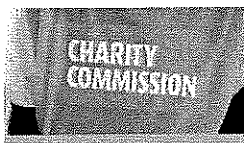
**SEBASTIAN & DAUGHTERS**

Chartered Certified Accountants  
Registered Auditors

17 Neals Corner, 2 Bath Road  
Hounslow, Middlesex TW3 3HJ

**TEL: 020 3490 9263**





# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

KERALA ARTS AND LITERARY ASSOCIATION (KALA)

On accounts for the year  
ended

DECEMBER 2018

Charity no  
(if any) 1144122

Set out on pages

(remember to include the page numbers of additional sheets)

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's 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.

It is my responsibility to:

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

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with 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 the 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 (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date: 12/02/2019

Name:

Sebastian Machukattu Devasia

**Relevant professional  
qualification(s) or body  
(if any):**

Association of Chartered Certified Accountants

Address:

17 NEALS CORNER, BATH ROAD, HOUNSLOW  
MIDDLESEX  
TW3 3HJ

**SEBASTIAN & DAUGHTERS**  
Chartered Certified Accountants  
Registered Auditors  
14 Neals Corner, 2 Bath Road  
Hounslow, Middlesex TW3 3HJ  
TEL: 020 3490 9263

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.