

Company registration number: 03483867

Charity registration number: 1114101

Asian Elders' Resource Centre

(A company limited by guarantee)

Trustees' Report and Financial Statements

for the Year Ended 31 March 2020

Asian Elders' Resource Centre

Abridged Accounts for the Year Ended 31 March 2020

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Asian Elders' Resource Centre

Trustees' Report and Financial Statements for the Year Ended 31 March 2020

Company Information

Trustees	Chairperson	Mr Chandrakant Parmar
	Treasurer	Mr Shashikant Merchant
Company Secretary	Indira Tailor	
Centre Manager	Shabeen Rehman	
Registered Office	61 NORTHFIELD STREET BOLTON BL3 5JH	
Company Registration Number	03483867	
Charity Registration	9 May 2006	
Charity Number	1114101	
Independent Examiner	Zubair A Chaudhary Rain Gaskell Limited Chartered Certified Accountants 1024 Stockport road Manchester M19 3WX	
Bankers	Barclays Bank plc 1-5 Market Street Bolton BL1 1AX	

Asian Elders' Resource Centre

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2020.

Objectives and activities

Objects and aims

The principal activities of the company are to provide or assist in the provision of facilities for the recreation and leisure time occupation in the interests of social welfare for the inhabitants of Bolton and in particular older persons of Asian origin.

At Asian Elders' Resource Centre we provide preventative services and facilities for our members to get together for social interaction and also to participate in social, educational, health promotion and craft activities to encourage independence, healthy living and integration of communities.

Activities include trips and excursions, armchair aerobics, computer and sewing classes, swimming sessions, weekly shopping sessions, English language classes and bingo sessions which contribute towards achieving our objectives.

Objectives, strategies and activities

Our members are mainly local older Asian people and membership is open to all Bolton Communities. All our activities are targeted for our users to live an independent, active and healthy life. We have approximately 400 users and 40% of them are living on their own. All our activities are well attended.

The trustees are aware that loss of funding would affect the achievement of the charity's objectives.

Public benefit

Our comprehensive range of activities and services is our number one priority. We have developed our services over the years to meet the changing needs of older people with a focus on providing holistic prevention and exercise classes. We fully support adult learning and have regular ongoing Computer and English classes delivered in-house with trained staff.

We Provide:-

- Esol English Classes
- CT With Basic English
- Art & Craft
- Message & Holistic therapy
- Yoga
- Chair based exercise
- Local & abroad trips
- Advocacy work
- Empowerment
- Home visits (additional support)
- Transport facility
- Vegetarian Meal provision
- Interpretation and translation service
- Health checks
- Information sharing sessions with various topics
- Eye test (Optician) arranged through AERC
- Indoor games & Entertainment

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Asian Elders' Resource Centre

Trustees' Report

Structure, governance and management

Nature of governing document

The Memorandum and Articles of Association are the governing documents for Asian Elders' Resource Centre, both as a company and as a charity.

Recruitment and appointment of trustees

The directors of the company are also the charity trustees for the purpose of charity law. Under the company's articles of association they are referred to as the "Trustee Board". Trustees are elected for three years at Annual General Meeting. The criteria, eligibility criteria and restrictions for the elections are as per the Articles of Association of the company.

Our trustees are recruited through agreed procedure as stated in our Articles of Association. All relevant information is stated under the clause of "Management Committee".

Asian Elders' Resource Centre is a members organisation and we have no agreed clause to allow any external body to appoint trustees. The procedure to remove or for resignation of trustees, is stated in Article 40 of the Articles of Association.

We have no induction package and Committee Day targeted to explain our policies and procedures for newly appointed trustees. There is no specific training planned for trustees, however they are entitled to identify training to improve their performance.

Organisational structure

Asian Elders' Resource Centre is governed by its trustee board which is responsible for setting the strategic direction of the organisation and the policy of the charity.

The trustees carry the ultimate responsibility for the conduct of Asian Elders' Resource Centre and for ensuring that the charity satisfies its legal and contractual obligations.

The trustees meet several times during the year and delegate the day to day operations to senior management. The trustee board is independent from management.

Financial review

Policy on reserves

We have agreed a reserve policy to honour redundancies and other unexpected legal costs. Our target is to have six months running cost as a reserve and are working on the necessary resources to enable us to achieve our reserves policy in the future.

Principal funding sources

The trustees extend their gratitude to Bolton Metropolitan Borough Council who continued to support the operating capacity of the charity. Asian Elders' Resource Centre did not have any borrowings from either providers of funding or other sources at 31 March 2017.

Asian Elders' Resource Centre aims to continually improve access to its services.

We have ongoing consultations with our service users through monthly Service Users Forum meetings to seek members' views, opinions and criticism about our services.

Management committee members meet and review services quarterly through committee meetings. Committee is held annually where external consultants are invited to look at the services and management of the project. There are three trustees appointed at present and actively seeking to appoint at least one more trustee.

Asian Elders' Resource Centre

Trustees' Report

Relationships with related parties

Major risks and management of those risks

Major Risks

Asian Elders' Resource Centre has worked on a corporate risk management exercise. A risk management strategy and risk register were agreed by the trustee board. The trustees recognise that any major risks to which the charity is exposed need to be reviewed and systems put in place to mitigate those risks. To that end Asian Elders' Resource Centre is continually monitoring and managing its risk, reviewing the corporate risk register and ensuring action plans are in place to mitigate its key risks.

Included in external risks is that of loss of funding. Our funding is normally agreed six months prior to the expiry dates, but this is changing due to budget cuts by the Local Authority. The contract value for the Drop In Centre was £40,000 for 2018/19(2017/18: £50,000).

The contract value for 2019/2020 is £40,000.

The annual report was approved by the trustees of the charity on Dec 4, 2020 and signed on its behalf by:

Chandrakant

.....
Mr. Chandrakant Parmar
Chairperson

s.merhant

.....
Mr Shashikant Merchant
Treasurer

Asian Elders' Resource Centre

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Asian Elders Resource Centre for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company 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 charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on Dec 4, 2020 and signed on its behalf by:

Chandrakant

.....
Mr. Chandrakant Parmar
Chairperson

s.merhant

.....
Mr Shashikant Merchant
Treasurer
Trustee

Asian Elders' Resource Centre

Independent Examiner's Report to the trustees of Asian Elders' Resource Centre

I report on the accounts of the charity for the year ended 31 March 2020 which are set out on pages 3 to 5 .

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;
- 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 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 Charities

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.

Zubair A Chaudhary
Chartered Certified Accountants

1024 Stockport road
Manchester
M19 3WX

Date:.....

Asian Elders' Resource Centre

Statement of Financial Activities for the Year Ended 31 March 2020 (Including Income and Expenditure Account)

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Income Resources from:					
Generated Funds	3.1	14,579	-	14,579	12,583
Charitable Activities	3.2	178,774	12,275	191,049	114,771
		<hr/>	<hr/>	<hr/>	<hr/>
Total Incoming Resources		193,353	12,275	205,628	127,354
		<hr/>	<hr/>	<hr/>	<hr/>
Resources Expended on:					
Charitable Activities	4	207,957	3,802	211,759	157,459
Governance costs	5	1,600	-	1,600	1,680
		<hr/>	<hr/>	<hr/>	<hr/>
Total Resources Expended		209,557	3,802	213,359	159,139
		<hr/>	<hr/>	<hr/>	<hr/>
Net movement in funds		(16,204)	8,473	(7,731)	(31,785)
Reconciliation of funds					
Total funds brought forward		53,479	25,708	79,187	110,971
		<hr/>	<hr/>	<hr/>	<hr/>
Total funds carried forward	10	37,275	34,181	71,456	79,186
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Asian Elders Resource Centre

Balance Sheet as at 31 March 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	4	1,175	1,571
Current assets			
Debtors	5	-	-
Cash at bank and in hand		72,979	80,845
		72,979	80,845
Creditors: Amounts falling due within one year			
	6	2,698	3,230
		70,281	77,615
Net current assets			
		71,456	79,186
Net assets			
		71,456	79,186
Funds of the charity:			
Restricted funds		34,181	25,708
Unrestricted income funds			
Amenity Fund		39,344	39,344
General Fund		(2,069)	14,134
		37,275	53,478
Total funds			
		71,456	79,186

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020. The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2020.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the companies Act 2006 relating to small companies.

All of the company's members have consented to the preparation of an Abridged Balance Sheet in accordance with Section 444(2A) of the Companies Act 2006.

The financial statements on pages 3 to 5 were approved by the trustees, and authorised for issue on Dec. 4, 2020 and signed on their behalf by:

Chandrakant

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Mr. Chandrakant Parmar
Chairperson

s.merchant

.....
Mr Shashikant Merchant
Treasurer

Asian Elders Resource Centre

Notes to the Financial Statements for the Year Ended 31 March 2020

1 Charity status

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

2 Accounting policies

2.1 Accounting Conventions

The financial statements are prepared under historical cost convention.

The company consistently applied all relevant accounting standards and prepares its financial statements in accordance with the requirements of the Companies Act 2006 and The Statement of Recommended Practice (SORP) - "Accounting and Reporting by Charities" issued in March 2005 and revised in May 2008.

The company has taken advantage of the exemption in FRS 1 from the requirements to produce a cashflow statement because it is small.

2.2 Incoming Resources

Incoming Resources represent the total income receivable for the year of both grant income for the year of both grant income from local authority and related grant providers and of receipts for activities provided. Grant monies received in advance are treated as deferred income.

2.3 Direct Charitable Expenditure

Direct charitable expenditure is recorded as the liability is incurred. Expenditure on specific projects is recorded as project expenditure and is expenditure of restricted funds. Expenditure in respect of the general activities of the charity is expenditure of unrestricted funds.

2.4 Governance Costs

All compliance costs in respect of the constitutional and statutory requirements under the Companies Act 2011 are charged under this heading.

2.5 Tangible Fixed Assets and Depreciation

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life as follows:-

Leasehold properties	-	Straight line over the life of the lease
Fixtures, fittings and equipment	-	25% - Reducing balance
Motor vehicles	-	25% - Reducing balance

Asian Elders Resource Centre

Notes to the Financial Statements for the Year Ended 31 March 2020

3 Incoming Resources from:

	Unrestricted funds General	Restricted funds General	Total 2020	Total 2019
Note	£	£	£	£
3.1 Generated Funds;				
Membership fees received	2,520	-	2,520	2,817
Fundraising events receipts	3,281	-	3,281	1,641
Sundry receipts	205	-	205	2,070
Hall hire receipts	8,573	-	8,573	6,055
	14,579	-	14,579	12,583
3.2 Charitable Activities;				
Bolton Metro - Drop in service grant	77,035	-	77,035	42,603
Meal and transport collections	7,740	-	7,740	12,502
Day-care collections	21,715	-	21,715	11,973
Tours and trips collections	57,624	-	57,624	19,276
Other grants received	14,660	-	14,660	5,495
Asian Carers Forum Project	-	12,275	12,275	22,922
	178,774	12,275	191,049	114,771

4 Cost of Charitable Activities

	Unrestricted funds General	Restricted funds General	Total 2020	Total 2019
Note	£	£	£	£
4.1 Direct Costs				
Frail and elderly activities	6,433	-	6,433	4,106
Meals and catering	9,122	-	9,122	9,800
Motor expenses	3,693	-	3,693	4,940
Tour costs	67,281	-	67,281	8,689
Wages and national insurance	67,382	-	67,382	63,821
Temporary staff and volunteers	3,062	-	3,062	846
Asian Carers Forum Project	-	3,802	3,802	14,785
	156,973	3,802	160,775	106,987
4.2 Support Costs	50,984	-	50,984	50,472
	207,957	3,802	211,759	157,459
TOTAL CHARITABLE ACTIVITIES	207,957	3,802	211,759	157,459

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Notes to the Financial Statements for the Year Ended 31 March 2020

4.2 Cost of Charitable Activities

	Unrestricted funds General	Restricted funds General	Total 2020	Total 2019
Note	£	£	£	£
4.2.1 Establishment Costs				
Rent	23,500	-	23,500	21,625
Heat and light	9,824	-	9,824	10,108
Water	3,312	-	3,312	3,620
Insurance	2,948	-	2,948	2,800
Cleaning	3,559	-	3,559	2,047
Repairs	428	-	428	758
	43,571	-	43,571	40,958
4.2.2 Administrative Costs				
Printing, stationery and advertising	2,259	-	2,259	2,671
Telephone and postage	1,380	-	1,380	2,658
Computer maintenance	2,104	-	2,104	70
Staff training	110	-	110	999
Refreshments	60	-	60	-
Subscriptions	236	-	236	180
Sundry expenses	146	-	146	2,068
	6,295	-	6,295	8,646
4.2.3 Professional and Financial Costs				
Professional fees	425	-	425	-
Translation fees	225	-	225	274
Bank charges	66	-	66	72
Bank interest	6	-	6	-
	722	-	722	346
4.2.4 Depreciation and Amortisation				
Fixtures and fittings	189	-	189	248
Motor vehicles	207	-	207	274
	396	-	396	522
Total Support Costs	50,984	-	50,984	50,472
5 Governance Costs				
Professional fees	1,600	-	1,600	1,680
	1,600	-	1,600	1,680

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Notes to the Financial Statements for the Year Ended 31 March 2020

3 Related Parties

Remuneration paid to trustees during the year 2020 £NIL 2019 £NIL

4 Tangible Fixed Assets

	Land and buildings £	Fixtures , fittings and equipment £	Motor vehicles £	Total £
Cost				
At 1 April 2019	103,328	43,339	59,200	205,867
At 31 March 2020	103,328	43,339	59,200	205,867
Depreciation				
At 1 April 2019	103,328	42,590	58,378	204,296
Charge for the year	-	189	207	396
At 31 March 2020	103,328	42,779	58,585	204,692
Net book value				
At 31 March 2020	-	560	615	1,175
At 31 March 2019	-	749	822	1,571

6 Creditors: amounts falling due within one year

	2020 £	2019 £
Other creditors	-	1,002
Accruals	1,600	1,500
Social security costs	945	542
Pension fund	153	186
	2,698	3,230

Asian Elders Resource Centre

Notes to the Financial Statements for the Year Ended 31 March 2020

10 Funds

	Balance at 1 April 2019 £	Incoming resources £	Balance at 31 March 2020 £
Unrestricted funds			
<i>General</i>			
Amenity Fund	39,344	-	39,344
General Fund	14,135	(16,204)	(2,069)
	53,479	(16,204)	37,275
Restricted funds			
Asian Carers Forum	25,708	8,473	34,181
Total funds	79,187	(7,731)	71,456