

MANCHESTER CHINESE CENTRE

COMPANY REGISTRATION NUMBER: 5641623
REGISTERED CHARITY NUMBER: 1114121

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2014

Community Accountancy Service Ltd.,
The Grange, Pilgrim Drive,
Beswick,
Manchester M11 3TQ

WEDNESDAY



A4H0WRU2

A48

30/09/2015

#326

COMPANIES HOUSE

MANCHESTER CHINESE CENTRE

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2014**

Pages	Index
1 - 2	Trustees Annual Report
3	Independent Examiner's Report
4	Statement of Financial Activities
5	Balance Sheet
6 - 9	Notes to the Accounts

REPORT OF THE TRUSTEES

The Trustees present their report for the year ended 31st December 2014.

COMPANY STATUS

The company was incorporated on 1st December 2005 by its Memorandum and Articles of Association, to be a company limited by guarantee. In the event of the company's winding up, all its members have agreed to contribute a sum not to exceed £10.

Company Registration No. 5641623.

The company was also accepted as a charity, Registration No. 1114121 on 9th May 2006.

TRUSTEES

The trustees (directors) who served during the year were:

Cindy Mei Ling Mok

Jenny Wong

Mrs Quyen Tran

Company Secretary

INDEPENDENT EXAMINERS

Community Accountancy Service Ltd

The Grange, Pilgrim Drive

Beswick, Manchester

M11 3TQ

BANKERS

The Cooperative Bank PLC

Balloon Street, Manchester

FINANCES & RESERVES

The attached statements show the current state of the Charity's finances, which the Directors are working hard to develop into a sustainable base.

Current free reserves are : £7,962

RISK ASSESSMENT

The Directors have reviewed the risks to which the company is exposed and systems have been established to manage those risks.

ACTIVITIES AND FUTURE PLANS

To develop links with China

Expanding Adult Education

Investing in the development of a freeschool

Expanding the Community Interpreting Service which could produce income to support our overheads.

ACTIVITIES AND FUTURE PLANS

The principal activities of the company are to offer a variety of educational benefits to Chinese children, including English and Chinese language skills and I.T.

A detailed report is given in the annual review which can be obtained from the charity's registered office.

PUBLIC BENEFIT

The charity provides an educational benefit to the public.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

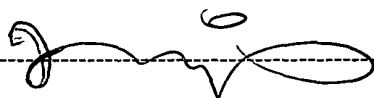
The trustees (who are also directors of the charity for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the trustees to prepare financial statements for each financial year (or other accounting period) which give a true and fair view of the state of affairs of the charitable company, and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 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;
- prepare accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records, that 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.

The Trustees report is prepared in accordance with the small companies regime under Part 15 of the Companies Act 2006.



Director
Mrs Jenny Wong

Registered Office:
67 Ardwick Green North
Ardwick
Manchester, M12 6FX

Date: 28th September 2015

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
MANCHESTER CHINESE CENTRE**

3

I report on the accounts of the company for the year ended 31st December 2014, which are set out on pages 4 to 9.

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. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

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(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, and except as disclosed below, 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.

The charity need to put in place systems to improve recording and evidence their controls over cash.



EL Anderson MA FCA CTA

Community Accountancy Service Ltd

The Grange, Pilgrim Drive,

Beswick, Manchester, M11 3TQ

Date: 28th September 2015

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2014**

				Year Ended 31.12.14	Year Ended 31.12.13
INCOMING RESOURCES	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £	Total Funds £
Incoming Resources from Generated Funds					
<i>Voluntary Income:</i>					
Donations		7,797	-	7,797	3,776
<i>Activities for Generating Funds:</i>					
Tuition & Exam Fees		63,945	-	63,945	49,142
Events & Workshops		7,325	-	7,325	8,664
Membership		1,730	-	1,730	2,060
Room Hire		4,081	-	4,081	8,632
Interpreting		23,852	-	23,852	-
Training		1,500	-	1,500	1,850
Childcare		10	-	10	-
Book Sales & Other Income		239	-	239	1,685
Bank Deposit Interest		8	-	8	18
Management & Use of Facilities		5,705	-	5,705	11,067
Incoming Resources from Charitable Activities					
Wuhan Project		13,500	-	13,500	300
Grants:					
Manchester University		-	1,000	1,000	-
MCC Homework Club		-	-	-	1,509
Lee Kai Hung Foundation		-	2,000	2,000	-
Garfield Weston Foundation		-	-	-	10,000
UKPACE		-	350	350	-
TOTAL INCOMING RESOURCES		129,692	3,350	133,042	98,703
Fundraising Costs	4	(100)	-	(100)	(835)
Charitable Expenditure	4	(64,289)	(3,350)	(67,639)	(52,476)
Support Costs	4	(43,835)	-	(43,835)	(42,710)
Governance Costs	4	(13,051)	-	(13,051)	(3,518)
TOTAL RESOURCES EXPENDED	4	(121,275)	(3,350)	(124,625)	(99,539)
NET MOVEMENT IN FUNDS		8,417	-	8,417	(836)
Reconciliation of Funds					
Total Funds Brought Forward		29,067	-	29,067	29,903
Transfers between Funds		-	-	-	-
TOTAL FUNDS CARRIED FORWARD	14	37,484	-	37,484	29,067

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

The notes on pages 6 to 9 form part of these accounts

BALANCE SHEET AS AT 31 DECEMBER 2014

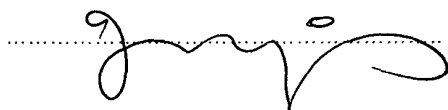
	Notes	2014 £	2013 £
FIXED ASSETS			
Tangible Fixed Assets	9	29,522	12,676
CURRENT ASSETS			
Stock	10	1,000	2,500
Debtors	11	10,092	6,278
Cash at Bank and in Hand		<u>30,285</u>	<u>29,265</u>
		41,377	38,043
LIABILITIES:			
Amounts falling due within one year	12	<u>(33,415)</u>	<u>(21,855)</u>
NET CURRENT ASSETS		7,962	16,188
		<u>37,484</u>	<u>28,864</u>
ACCUMULATED FUNDS			
Restricted	14	-	-
Unrestricted - General	14	<u>37,484</u>	<u>29,067</u>
		<u>37,484</u>	<u>29,067</u>

For the year in question the company was entitled to the exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required The company 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.

Approved on behalf of the Company's Board of Trustees:



Trustee Jenny Wong

Date: 28th September 2015

The notes on pages 6 to 9 form part of these accounts

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2014

1 ACCOUNTING POLICIES

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (April 2008), and with Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

Fund Accounting

Unrestricted funds are available for use at the discretion of the directors in furtherance of the general objectives of the company.

Designated funds are unrestricted funds earmarked by the Directors for particular purposes.

Restricted funds are subjected to the restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Incoming Resources

All incoming resources are included in the statement of financial activities when the organisation is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Fee, grant and investment income are reflected in the accounts when receivable. Grants which relate to a specified future period are deferred.

Donations, gifts and other income are reflected in the accounts when received.

In addition monies received for specific purposes are set aside as "restricted funds". General monies may be designated by the Directors for a particular use.

Resources Expended

All expenditure other than that capitalised has been recognised on an accruals basis as the liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

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

Charitable expenditure comprises those costs incurred by the company in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the company and include the accountancy fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis as set out in Note 4.

Fixed Assets

Fixed assets are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £500 are not capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, as follows:

Leasehold Improvements	5 years
Fixtures & Equipment	5 years
Computer Equipment	5 years

Pensions

The organisation does not operate a pension scheme.

2 NET MOVEMENT IN FUNDS

	2014 £	2013 £
Net movement in funds is stated after charging :		
Depreciation - owned assets	4,012	3,657
Independent Examiner's Fees	1,045	1,045

3 TAXATION

The organisation is exempt from income tax by reason of its charitable status. Income tax suffered on investment income is reclaimed in full. The organisation is registering for VAT.

4	TOTAL RESOURCES EXPENDED	Method of Allocation	Tutoring & Other Activities	Freeschool	Total 2014	Total 2013
			£	£	£	£
	Fundraising Costs		100	-	100	835
	Charitable Expenditure					
	Salaries & Freelance Tutors	Direct	28,977		28,977	32,778
	Travelling Expenses	Direct	2,916	2,638	5,554	305
	Volunteer Expenses	Direct	196		196	1,828
	Training & Conferences	Direct	615		615	18
	Teaching Materials	Direct	764		764	636
	Exam Fees	Direct	3,440		3,440	4,436
	CRB Checks & Work Permits	Direct	392		392	127
	Venue Hire	Direct	255	100	355	4,175
	Freelance Interpreters	Direct	14,086		14,086	-
	Publications & Subscriptions	Direct	230		230	168
	Workshops & Activities	Direct	4,224		4,224	6,838
	Wu Han Project	Direct	6,778		6,778	-
	Website & Advertising	Direct	735		735	151
	Hospitality	Direct	1,150	143	1,293	1,016
			64,758	2,881	67,639	52,476
	Support Costs					
	Rent & Business Tax	Direct	22,900		22,900	25,380
	Heat, Light & Water	Direct	1,485		1,485	2,702
	Telephone	Direct	1,260		1,260	959
	Cleaning	Direct	378		378	401
	Printing, Postage & Stationery	Direct	2,886	555	3,441	3,455
	Insurance	Direct	1,069		1,069	1,327
	Repairs, Renewals & Maintenance	Direct	1,549		1,549	2,503
	Computer & Internet Expenses	Direct	626	242	868	343
	Equipment Rental	Direct	-		-	272
	Minor Equipment	Direct	1,239		1,239	510
	Depreciation	Direct	4,012		4,012	3,657
	Irrecoverable VAT	Direct	3,590	1,270	4,860	(94)
	Penalties	Direct	-	375	375	-
	Sundry	Direct	75	324	399	1,295
			41,069	2,766	43,835	42,710
	Governance Costs					
	Book-keeping & Accountancy	Direct	1,045		1,045	1,045
	Legal & Professional Fees	Direct	563	11,423	11,986	2,467
	Bank Charges	Direct	20		20	6
			1,628	11,423	13,051	3,518
			107,555	17,070	124,625	99,539
5	INVESTMENT INCOME				Total 2014 £	Total 2013 £
	Bank Interest Receivable				8	18
6	STAFF COSTS				£	£
	Salaries				-	-
	Social Security Costs				-	-
	Freelance Tutors & Workers				28,977	32,778
	Freelance Interpreters				14,086	-
					43,063	32,778

Average number of employees - full time equivalent - 2

No employee earned £60,000 p.a. or more, and no director was paid any remuneration.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2014

7 CAPITAL COMMITMENTS

Contracted for but not provided

£ nil£ nil**8 TRUSTEES' REMUNERATION AND EXPENSES**

No remuneration, directly or indirectly out of the funds of the charity, was paid or payable during the period, to any trustee or to any persons known to be connected with any of them.

Apart from that shown below, no reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the period.

One trustee Mrs J. Wong (Fortress Property) was paid for £24,000 for rent of the premises for the year.

Salary £1,800

Phone Expenses £185

Travel Expenses £2,051

Prior to the Board's decision to continue interpreting services, this function was run by Mrs J. Wong.

Mrs J. Wong paid a contribution of £5,300 up to August 2014 towards the use of premises and equipment and made a personal donation of £1,000.

9 TANGIBLE FIXED ASSETS

	Leasehold Improvements	Computer Equipment	Fixtures & Equipment	Total
Cost	£	£	£	£
At 01.01.14	15,269	2,279	6,679	24,227
Additions	20,858	-	-	20,858
Disposals	-	-	-	-
At 31.12.14	36,127	2,279	6,679	45,085
Accumulated Depreciation				
At 01.01.14	5,614	1,865	4,072	11,551
Charge	2,848	378	786	4,012
Eliminated on Disposals	-	-	-	-
At 31.12.14	8,462	2,243	4,858	15,563
Net Book Value				
At 31.12.14	27,665	36	1,821	29,522
At 31.12.13	9,655	414	2,607	12,676

10 STOCK

	2014	2013
	£	£
Stock	1,000	2,500
	<u>1,000</u>	<u>2,500</u>

11 DEBTORS

	2014	2013
	£	£
Other Debtors	9,357	5,061
Prepayments	735	1,217
	<u>10,092</u>	<u>6,278</u>

12 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2014	2013
	£	£
Other Creditors	7,962	10,346
Other Taxes and Social Security Costs	16,284	9,517
Accruals	9,169	1,992
	<u>33,415</u>	<u>21,855</u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2014

13	CONTINGENT LIABILITIES	2014	2013
		£	£
	At 31 December	-	-

14	MOVEMENT IN FUNDS	Balance at 1.1.14	Incoming	Transfers	Outgoing	Balance at 31.12.14
		£	£	£	£	£
	RESTRICTED FUNDS					
	Manchester University	-	1,000		(1,000)	-
	Lee Kai Hung Foundation	-	2,000		(2,000)	-
	UKAPCE - Chinese School	-	350		(350)	-
		-	3,350	-	(3,350)	-
	UNRESTRICTED FUNDS					
	General	29,067	129,692	-	(121,275)	37,484
		29,067	129,692	-	(121,275)	37,484
	TOTAL FUNDS	29,067	133,042	-	(124,625)	37,484

Details re funds:

Manchester University - towards the digitization of Siyu Magazine
 Lee Kai Hung Foundation - scholarships for students to study in the UK

15	ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible Fixed Assets £	Net Current Assets £	Total £
	RESTRICTED FUNDS	-	-	-
	UNRESTRICTED FUNDS	29,522	7,962	37,484
		29,522	7,962	37,484

16 COMPANY STATUS

The charitable company is limited by guarantee and all members have agreed to contribute a sum not exceeding £10 in the event of a winding up.

17 GOING CONCERN

The company's main source of income is tuition and interpreting fees. The directors consider that it is appropriate to prepare the accounts on a going concern basis and, consequently the accounts do not include any adjustments that would be necessary if these sources of income should cease.

18 CONTROL OF THE COMPANY

The ultimate control of the company is shared between the directors named on Page 1.