

Chinese View Arts Association Limited

Charity No: 518992

Company No: 2137427

Financial statements

- for the year ended -

31 March 1998

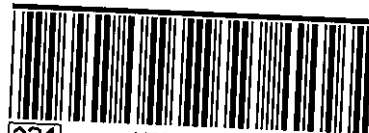
Bulcock & Co

Chartered Accountants

10 The Bull Ring

Northwich, Cheshire

CW9 5BS



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Chinese View Arts Association Limited

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for the year ended 31 March 1998

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Chinese View Arts Association Limited

Charity Information

TRUSTEES & DIRECTORS

Kevin Wong (Chair) - (resigned 8 September 1998)
Yvette Cox (Chair) - (appointed 8 September 1998)
Sarah Champion (appointed 25 November 1997)
Jacqui Fendall
Jasmine Hendry
Carol Kwong (resigned 25 November 1997)
Amie Tsang (resigned 25 November 1997)
Janis Wong (resigned 25 November 1997)

PRINCIPAL STAFF

Sarah Champion - Director
Yuen Fong Ling - Trainee Exhibitions Worker
Cloudy Chatten - Projects Manager

CHARITY OFFICES

Chinese Arts Centre
39-43 Edge Street
Manchester
M4 1HW

AUDITOR

Bulcock & Co
Chartered Accountants
10 The Bull Ring
Northwich
Cheshire
CW9 5BS

PRINCIPAL BANKERS

Royal Bank Of Scotland
38 Mosley Street
Manchester
M60 2BW

TREASURER

Jacqui Fendall

COMPANY SECRETARY

Sarah Champion (appointed 25 November 1997)

Chinese View Arts Association Limited

Report of the Trustees

The trustees submit their report and the audited financial statements for the year ended 31 March 1998.

This has been a successful year for the Charity with tangible progress being made in many areas. The commitment and enthusiasm of every member of the Charity and of our paid staff is deeply appreciated.

Trustees

The trustees of the Charity are named on page 1. Appointment of trustees is governed by the Articles of Association of the company.

Investment Powers

The Articles of Association allow the trustees to make and hold investments using the general funds of the charity, but no such investments are presently held.

Constitution, objects and policies

The trust acquired registered charitable status on 24 June 1987 as an incorporated charity limited by guarantee. All members have agreed to contribute a sum not exceeding £1 in the event of a winding up. There are five guarantors at the year end.

The objects of the charity are to promote and enhance Chinese Arts and culture within the United Kingdom and to develop the positive identity of people of Chinese descent.

The Chinese Arts Centre has four main aims which shape its policy decisions:

1. To promote a wide variety of artists of Chinese descent and their work in arts and cultural events.
2. To facilitate the wider community both to appreciate Chinese Arts and culture and to recognise and develop their own creative talents.
3. To promote Chinese arts and culture through education and training.
4. To work with successive generations of British Chinese people to re-define and shape Chinese culture in Britain, drawing on Chinese cultural heritage.

At the year end the charity employed 2 full-time staff together with several unpaid volunteer helpers for administrative and management duties.

Meetings

The trustees meet at bi-monthly intervals and the meetings are well attended and quorate.

At a time when funding is becoming more difficult for all charities, continuous efforts are needed to ensure that our services continue to be provided at the highest levels and to ensure adherence to the Charity's objects.

Chinese View Arts Association Limited

Report of the Trustees (Continued)

Post balance sheet events

On 31 August 1998, the Charity's premises were destroyed by fire with many of the Charity's assets, books and records etc. being lost. The Charity is continuing to operate from temporary premises nearby and it is hoped will return to its normal duties and responsibilities as soon as possible.

Commentary on the financial statements

The Chinese View Arts Association consolidated many of the changes which were initiated in the previous financial year. The move to Manchester's Northern Quarter was completed and within budget. Fund raising activities were successful with an increased turnover from previous years. The education work is seeing a considerable increase in income from previous years, a trend we hope to continue with the appointment of a Project Manager. Another positive development is the increased funding spread, with the Charity no longer heavily dependant on one principal source of income in the form of North West Arts Board.

Due to successful fund raising, the Charity was able to appoint a Projects Manager for thirty hours a week from November 1997 for eighteen months. This is financed in the main by a bid to North West Arts Board European Development Fund. The Charity has also been managing a trainee on the Woo Arts Traineeship Scheme. The trainee is based at the Charity's premises for one year from November 1997 and is acting as the Exhibitions Development Officer.

Statement of trustees' responsibilities

Company and charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its financial activities for that period and adequately distinguish any material special trust or other restricted fund of the charity. In preparing those financial statements the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) state whether the policies adopted are in accordance with the appropriate SORP on Accounting by Charities and the Accounting Regulations and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements; and
- (d) prepare the financial statements on a going concern basis unless it is appropriate to assume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity, and enable them to ensure that the financial statements comply with applicable Accounting Standards and Statements of Recommended Practice and the regulations made under s44 of the Charities Act 1993. 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.

Chinese View Arts Association Limited

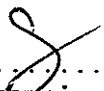
Report of the Trustees (Continued)

Auditors

A resolution appointing Bulcock & Co to act as auditors was passed and a resolution to re-appoint them will be proposed at the Annual General Meeting.

Approval

This report was approved by the trustees on 8 September 1998 and signed on their behalf.


.....
Sarah Champion
Company Secretary
21 September 1998

Chinese View Arts Association Limited

Auditor's Report to the Trustees

We have audited the financial statements on pages 6 to 12 which have been prepared under the historical cost convention and the accounting policies set out in note 1.

Respective responsibilities of the trustees and the auditors

As described on page 3 the charity's trustees are responsible for the preparation of the financial statements.

It is our responsibility to form an independent opinion, based on those statements and to report our opinion to you.

Basis of opinion

We conducted our audit under s43 of the Charities Act 1993 and in accordance with regulations made under s44 of that Act, and in accordance with auditing standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made in the preparation of the financial statements, and an assessment of whether the accounting policies are appropriate to the Charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the charitable company's state of affairs at 31 March 1998 and of its incoming resources and application of resources, in the year then ended and have been prepared in accordance with the Companies Act 1985.

BULCOCK & CO
Chartered Accountants and
Registered Auditors

Date: 21 September 1998

Bulcock & Co

10 The Bull Ring
Northwich
Cheshire
CW9 5BS

Chinese View Arts Association Limited

Balance Sheet at 31 March 1998

	Notes	£	1998 £	£	1997 £
FIXED ASSETS					
Tangible assets	7		-		481
CURRENT ASSETS					
Other debtors					
- Trade debtors		2,828		68	
- Grant receivable		-		551	
- Prepayments		-		190	
Cash at bank and in hand					
- Business account		382		1,000	
- Capital reserve		4,114		4,076	
- Petty cash		47		48	
			7,371		5,933
CURRENT LIABILITIES					
Creditors					
- Trade creditors and accruals		3,178		1,929	
- Wages		-		1,591	
- Taxation and social security		-		1,259	
			3,178		4,779
NET CURRENT ASSETS					
			4,193		1,154
			4,193		1,635
RESERVES					
Retained reserves	9		4,193		1,635

The trustees confirm that they have made available all relevant records and information for the purpose of preparing these financial statements.

The financial statements were approved by the trustees at the annual general meeting of the charity held on 8 September 1998 and signed on their behalf by:


Yvette Cox
Trustee


Sarah Champion
Company Secretary and Director

21 September 1998

The notes on pages 7 to 13 form part of these financial statements.

Chinese View Arts Association Limited

Statement of Financial Activities
for the year ended 31 March 1998

		Resricted Funds £	Unrest- ricted Funds £	Total £	1997 £
	Note				
INCOMING RESOURCES					
Donations and gifts		-	562	562	408
Education and workshops		-	10,072	10,072	3,760
Grants received	2	3,700	55,030	58,730	43,900
Investment income - bank interest		-	275	275	358
Trading income		-	738	738	2,953
Total income		<u>3,700</u>	<u>66,677</u>	<u>70,377</u>	<u>51,379</u>
RESOURCES EXPENDED					
Direct charitable expenditure on charitable objectives	3	2,720	65,099	67,819	101,014
Total expenditure		<u>2,720</u>	<u>65,099</u>	<u>67,819</u>	<u>101,014</u>
Net movement in funds for the year	5	980	1,578	2,558	(49,635)
Total funds brought forward		<u>220</u>	<u>1,415</u>	<u>1,635</u>	<u>51,270</u>
Total funds carried forward	9	<u>1,200</u>	<u>2,993</u>	<u>4,193</u>	<u>1,635</u>

There were no recognised gains or losses for 1998 or 1997 other than those included in the Statement of Financial Activities.

All of the Charity's operations are classed as continuing.

All of the Charity's income is derived from activities which are within its objects.

Chinese View Arts Association Limited

**Notes to the financial statements
for the year ended 31 March 1998**

1. ACCOUNTING POLICIES

BASIS OF ACCOUNTING

The financial statements are prepared under the historical cost convention and in accordance with applicable accounting standards and follow the recommendations in Statement of Recommended Practice: Accounting for Charities (SORP).

Continuation of the Charity's activities is dependant on sufficient funding being raised for future years. These accounts have been prepared on a going concern basis on the assumption that the necessary funding will be secured.

VOLUNTARY INCOME

Voluntary income is received by way of donations and gifts and are included in full in the Statement of Financial Activities as soon as they are received.

TRADING INCOME

Trading income in the Statement of Financial Activities comprises monies received for workshops, training courses run, the hire of facilities at the Chinese Arts Centre together with miscellaneous sales of materials.

REVENUE GRANTS

Revenue grants are shown in the Statement of Financial Activities in the year in which they are received.

INVESTMENT INCOME

Bank interest is included in the Statement of Financial Activities on receipt.

RESTRICTED FUNDS

Restricted funds are to be used for specified purposes as laid down by the donor. Expenditure which meets these criteria is identified to the fund, together with a fair allocation of management and support costs.

EXPENDITURE

All expenditure is included in the income and expenditure account. The value of purchase invoices received after the year end in respect of expenditure incurred before the year end has also been included in the income and expenditure account. Staff costs and overhead expenses are allocated to activities either directly when identifiable or on the basis of staff time spent on those activities.

Chinese View Arts Association Limited

Notes to the financial statements
for the year ended 31 March 1998

TANGIBLE FIXED ASSETS AND DEPRECIATION

Expenditure incurred to purchase an asset for use by the charity will consist mainly of expenditure on the purchase of fixed assets (such as buildings and equipment). Such capital expenditure is released to the income and expenditure account as the asset is used up or disposed of via an annual depreciation charge.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Plant and equipment 25% per annum straight line

2. GRANT INCOME

	1998 £	1997 £
North West Arts Board (Unrestricted)	48,280	40,250
Arts Council (Restricted)	-	550
Manchester City Council (Restricted)	3,700	3,100
E.R.D.F.	6,750	-
	<u>58,730</u>	<u>43,900</u>

The restricted income from Manchester City Council related to Workshop & Exhibition costs (£2700) and the Playscheme (£1000). Of the £2700 of Workshop and Exhibition costs, £1200 remained unspent at the year end and is included in trade creditors and accruals. The £1200 was spent after the year end.

Chinese View Arts Association Limited

Notes to the financial statements
for the year ended 31 March 1998

	1998 £	1997 £
3. DIRECT CHARITABLE EXPENSES		
Consultancy / Artists fees	17,594	15,247
Workshop costs (Restricted)	1,220	-
Wages & salaries	28,674	24,660
Staff training	188	299
Volunteers' expenses	2,330	77
Rent and rates	6,056	18,083
Insurance	348	647
Light and heat	963	822
Cleaning	312	408
Repairs and maintenance	785	543
Computer costs	396	-
Security	-	265
Printing, postage & stationery	1,376	2,469
Advertising	525	-
Marketing (Restricted)	1,500	-
Telephone	1,822	1,322
Photocopier costs	597	805
MCC Collection Fund	-	903
Travelling	431	992
Legal and professional	277	18
Audit & accountancy	881	940
Bank charges	-	280
General expenses	1,063	2,088
Depreciation	481	327
Loss on disposal of fixed assets	-	29,819
	<u>67,819</u>	<u>101,014</u>

4 TAXATION

The company is a registered charity and relief under s505 ICTA 1988 is claimed and no tax has been provided for.

5. NET MOVEMENT IN FUNDS FOR THE YEAR

The net movement in funds for the year is stated after charging:

	1998 £	1997 £
Depreciation of tangible fixed assets - for use by the charity	481	327
Audit fees	881	940
Loss on disposal of fixed assets	-	29,819
	<u></u>	<u></u>

Chinese View Arts Association Limited

Notes to the financial statements
for the year ended 31 March 1998

6. STAFF COSTS

No remuneration was paid to trustees in the year apart from the salary of £19799 paid to Sarah Champion in her role as Director.

Expenses were claimed by Sarah Champion, one of the trustees during the year and amounted to £141.75. These expenses related to reimbursement of travelling and other expenses incurred on behalf of the Charity.

In addition to the above amounts, volunteers expenses of £2330 were paid in respect of travelling and other expenses incurred on behalf of the Charity.

The staff costs were:

	1998	1997
	£	£
Wages & salaries	28,674	24,660

The average weekly number of staff employed by the charity during the year was as follows:

	1998	1997
Administrative	2	3

The number of employees whose emoluments for the year exceeded £40,000 was nil.

Chinese View Arts Association Limited

Notes to the financial statements
for the year ended 31 March 1998

7. TANGIBLE ASSETS FOR USE BY THE CHARITY

	Fixtures & fittings £	Total £
Cost		
At 1 April 1997	8,547	8,547
Additions	-	-
At 31 March 1998	8,547	8,547
Depreciation		
At 1 April 1997	8,065	8,065
Charge for year	482	482
At 31 March 1998	8,547	8,547
Net book value at 31 March 1998	-	-
Net book value at 31 March 1997	482	482

8. TRANSACTIONS WITH TRUSTEES

Apart from the remuneration and expenses paid to Sarah Champion (see note 6) there were no transactions between the Charity and any of the trustees during the year.

9. RESERVES

	Restricted Funds £	Unrestricted Funds £	Total £
Balances at 1 April 1997	220	1,415	1,635
Surplus in the year	980	1,578	2,558
Balances at 31 March 1998	1,200	2,993	4,193

The restricted funds brought forward of £220 related to unexpended balances of grants relating to the Playscheme, and were all expended this year.

The restricted funds carried forward related to unexpended grants received relating to Workshop & Exhibition expenses, which were expended in the next financial period.

Chinese View Arts Association Limited

Notes to the financial statements
for the year ended 31 March 1998

10. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted Funds	Unrestricted Funds	Total
	£	£	£
Fund balances at 31 March 1998	1,200	2,993	4,193
Represented by:			
Fixed assets	-	-	-
Current assets	1,200	6,171	7,371
Creditors due within 1 year		(3,178)	(3,178)
	1,200	2,993	4,193