# YAA ASANTEWAA ARTS AND COMMUNITY CENTRE COMPANY LIMITED BY GUARANTEE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010

Charity Number 295656



### SOBELL RHODES LLP

Chartered Accountants & Statutory Auditor
Monument House
215 Marsh Road
Pinner
Middlesex
HA5 5NE

### FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2010

CONTENTS	PAGES			
Trustees Annual Report	1 to 5			
Independent auditor's report to the members	6 to 7			
Statement of financial activities (incorporating the income and expenditure account)	8			
Balance sheet	9			
Notes to the financial statements	10 to 15			
The following pages do not form part of the financial statements				
Detailed statement of financial activities	17 to 20			

### TRUSTEES ANNUAL REPORT

### YEAR ENDED 31 MARCH 2010

The trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements of the charity for the year ended 31 March 2010

### REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name

Yaa Asantewaa Arts And Community Centre

Charity registration number

295656

Company registration number

1474940

Principal office

1 Chippenham Mews

London W9 2AN

Registered office

1 Chippenham Mews

London W9 2AN

#### THE TRUSTEES

The trustees who served the company during the period were as follows

Richard Gibson

Eddie Gonsalves

Ian Price

Philip Samuel

Dawit Smallmoney

Merle Blondell

Patricia Stephens

Alfred John

Andy Hoang

Aamasade Shepnekhi A

Junioi Shabazz Hermon West

Junioi Shabazz was appointed as a trustee on 28 January 2010 Hermon West was appointed as a trustee on 28 January 2010 lan Price retired as a trustee on 1 July 2009

Secretary

**Everton Counsell** 

Auditor

Sobell Rhodes LLP
Chartered Accountants

& Statutory Auditor Monument House

215 Marsh Road

Pinner Middlesex HA5 5NE

### TRUSTEES ANNUAL REPORT (continued)

### YEAR ENDED 31 MARCH 2010

### STRUCTURE, GOVERNANCE AND MANAGEMENT

Yaa Asantewaa Arts and Community Centre is registered as a company limited by guarantee and as a registered charity. Every member of the Charity undertakes to contribute to its assets in the event of it being wound up such amount, as may be required not exceeding £1

The working name of the Charity is "The Yaa" or "Yaa"

The Charity has no issued share capital or debentures, hence, there are no directors' interests requiring disclosure under the Companies Act

The Charity is managed by a management committee (which is the board of directors of the Charity for company law purposes and the board of trustees for charity law purposes)

The management committee is elected by the Charity's members at the Annual General Meeting and is headed by two joint chairpersons and the treasurer who are Richard T Gibson and Aamasade Shepnekhi - Joint chairpersons, Ian Price - Treasurei (Ian Price Resigned on 1 July 2009 and Hermon West was appointed as trasurer on 4 January 2010)

The management committee is responsible for the management of the Charity and directs the staff headed by the centre director

#### **OBJECTIVES AND ACTIVITIES**

The Charity was established in 1980 with the following objectives

To promote the benefit of those living or working in London and, in particular, in the City Of Westminster, by providing facilities for recreation and leisure time occupation with the objective of improving their conditions of life, and

To maintain and manage a community centre for activities in the furtherance of the objectives

#### MISSION STATEMENT

Yaa will initiate, support and implement local cultural and educational developments within the diverse ethnic minorities resident in Paddington, but more generally across Greater London. It will do this through a focused programme of arts activities including theatre-based performances, exhibitions, conferences youth groups and workshops. Yaa will continue to lever its significant experiences and leadership as a Combined Arts and Education Organisation in such project-based initiatives, by extending its outreach and partnership agreements with local schools networks and community associations.

### TRUSTEES ANNUAL REPORT (continued)

### YEAR ENDED 31 MARCH 2010

#### ACHTEVEMENTS AND PERFORMANCE

In pursuance of these objectives, the Charity carried out the following activities during the year

The Charity continued to manage the Yaa Asantewaa Arts Centre, with a view to promoting the arts of Africans world-wide, for the benefit of the local community and social events

The Charity presented in-house performances, ranging from Carnival Arts, exhibitions, dance and drama etc, as well as providing meeting, rehearsal and workshop space for community and social events

The Charity was the venue for many gatherings for community and statutory organisations

The Charity participated in a broad range of Carnival activities

The Charity delivers a monthly youth programme of arts and educational activities through the half term and other holidays including holiday projects and Youth Empowerment activities

After leading the Carnival Village project for the past few years, the Charity has now removed itself from the lead role. A separate Carnival Village Trust was set up during September 2008 and the Trust is separately registered with the Charity Commission. Yaa has no further ongoing legal or administrative responsibilities in respect of this project.

Further details of activities during the year are given in the Charity's Annual Report available from the registered office

### FINANCIAL REVIEW

Summary details of income resources and resources expended are shown on page 8 and supporting notes. The income for the year included core funding from Westminster City Council, Arts Council of England, and other funders detailed on page 11. Additional income was earned through activities and space hire presented at the centre.

All assets are held in support of the Charity's objects

The organisation has now completed a new five year Business Plan 2009 - 2014

### PLANS FOR FUTURE PERIODS

The Business Plan 2009-2014 is devised to assist Yaa's Trustees and Staff to deliver the organisation's mission in a planned and accountable manner. It provides investors with a clear understanding of our ambition and indicates the resources needed to deliver Yaa's aims and objectives. The five years of this plan cover an important transitional period in which Yaa as an organisation must undergo major growth and capacity building to enable it to take advantage of the significant capital investment opportunities afforded by Arts Council England and London Development Agency.

### TRUSTEES ANNUAL REPORT (continued)

### YEAR ENDED 31 MARCH 2010

#### **FIXED ASSETS**

Changes in fixed assets are set out in note eleven to the financial statements

#### RESERVES

It is the policy of the Charity to build the funds at a level which equates to approximately six months' expenditure. This has not been achieved. However, the committee hopes to achieve that in the next few years. The Charity's efforts were severely hampered this year due to unexpected delays in securing planning permission to refurbish Chippenham Mews. Consequently the Charity had to cover all associated building overhead costs for an additional six months which was not originally budgeted for

### RISK MANAGEMENT

The directors actively review the major risks which the Charity faces on a regular basis and believe that the policy of the Charity to build the funds to a level which equates to approximately six months expenditure combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The directors have also examined other operational and business risks faced by the Charity and confirm that they are establishing systems to mitigate the significant risks.

### RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of Yaa Asantewaa Arts and Community Centre 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 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 the financial statements 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 proper 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. The trustees 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.

### TRUSTEES ANNUAL REPORT (continued)

### YEAR ENDED 31 MARCH 2010

In so far as the trustees are aware

there is no relevant audit information of which the charitable company's auditor is unaware and

the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information

### SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

Registered office 1 Chippenham Mews London W9 2AN Signed by order of the trustees

EVERTON COUNSELL Company Secretary

14 December 2010

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF YAA ASANTEWAA ARTS AND COMMUNITY CENTRE

### YEAR ENDED 31 MARCH 2010

We have audited the financial statements of Yaa Asantewaa Arts and Community Centre for the year ended 31 March 2010 on pages 8 to 15, which have been prepared on the basis of the accounting policies set out on pages 10 to 11

This report is made solely to the company's members, as a body, in accordance with sections 495 and 496 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed

### RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITORS

The responsibilities of the trustees (who also act as directors of Yaa Asantewaa Arts and Community Centre for the purposes of company law) 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) and for being satisfied that the financial statements give a true and fair view are set out in the Statement of Responsibilities of the Trustees on page 4

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland)

We report to you our opinion as to whether the financial statements give a true and fair view, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and have been prepared in accordance with the Companies Act 2006. We also report to you whether in our opinion the information given in the Trustees Annual Report is consistent with those financial statements.

In addition we report to you if, in our opinion, the charity has not kept adequate accounting records, if the charity's financial statements are not in agreement with the accounting records and returns, if we have not received all the information and explanations we require for our audit, or if certain disclosures of trustees' remuneration specified by law are not made

We read the Trustees Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it

### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF YAA ASANTEWAA ARTS AND COMMUNITY CENTRE (continued)

### YEAR ENDED 31 MARCH 2010

#### BASIS OF AUDIT OPINION

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) 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 by the trustees in the preparation of the financial statements, and 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 finand 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 state of the charity's affairs as at 31 March 2010 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice,
- the financial statements have been prepared in accordance with the Companies Act 2006, and
- the information given in the Trustees Annual Report is consistent with the financial statements

Since blodes

Monument House 215 Marsh Road Pinner Middlesex HA5 5NE

17/12/10

MICHELLE FISHER (Senior Statutory Auditor) For and on behalf of SOBELL RHODES LLP Chartered Accountants & Statutory Auditor

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

### YEAR ENDED 31 MARCH 2010

		Total Funds	
		2010	2009
	Note	£	£
INCOMING RESOURCES			
Incoming resources from generating funds	_	4=0=00	016 510
Voluntary income	2	173,790	215,710
Activities for generating funds	3	13,125	=
Investment income	4	8	843
TOTAL INCOMING RESOURCES		186,923	250,108
TOTAL INCOMENO INDUOTION			
RESOURCES EXPENDED			
Charitable activities	5/6	(180,109)	(287,499)
Governance costs	7	(3,494)	(3,816)
TOTAL RESOURCES EXPENDED		(183,603)	(291,315)
NET INCOMING/(OUTGOING) RESOURCES FOR THE		<del></del>	<del></del>
YEAR/NET INCOME/(EXPENDITURE) FOR THE YEAR	8	3,320	(41,207)
RECONCILIATION OF FUNDS		(0.0.4.10)	15.564
Total funds brought forward		(23,643)	17,564
TOTAL FUNDS CARRIED FORWARD		(20,323)	(23,643)

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared

All of the above amounts relate to continuing activities

The notes on pages 10 to 15 form part of these financial statements

### **BALANCE SHEET**

	31 M	ARCH 2010			
		2010		2009	
	Note	£	£	£	£
FIXED ASSETS					4 5 0 4 0
Tangible assets	10		11,244		15,048
CURRENT ASSETS					
Stocks	11	-		300	
Debtors	12	_		2,548	
Cash at bank and in hand		4,153		17,902	
		4,153		20,750	
CREDITORS: Amounts falling of	lue				
within one year	13	(35,720)		(59,442)	
				<del></del>	
NET CURRENT LIABILITIES			(31,567)		(38,692)
					<del></del>
TOTAL ASSETS LESS CURRE	NT LIABIL	ITIES	(20,323)		(23,644)
NET LIABILITIES			(20,323)		(23 644)
					<del></del>
FUNDS					
Restricted income funds	14		<del>-</del>		-
Unrestricted income funds	15		(20,323)		(23,644)
TOTAL FUNDS			(20,323)		(23,644)
					·

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

These financial statements were approved by the members of the committee on the 14th Dec. 'IQnd are signed on their behalf by

AAMASADE SHEPNEKHI Director

Company Registration Number 1474940

### NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2010

#### 1. ACCOUNTING POLICIES

#### Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable. United Kingdom accounting standards the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 2006.

#### Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small

### Incoming resources

All incoming resources are included in the statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy

Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

#### Interest receivable

Interest receivable is recognised in the accounts when it is received

### Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the management committee in the furtherance of the general objectives of the Charity and which have not been designated for other purposes

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

### NOTES TO THE FINANCIAL STATEMENTS

#### YEAR ENDED 31 MARCH 2010

#### 1. ACCOUNTING POLICIES (continued)

#### Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.

Overheads have been allocated on the basis of staff costs

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities

Support costs are those costs incurred directly in support of expenditure on the objectives of the Charity and include project management carried out at Headquarters

Management and administration costs are those incurred in connection with administration of the Charity and with constitutional and statutory requirements

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure

#### Fixed assets

All fixed assets are initially recorded at cost

### Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows

Freehold property - Evenly over 4 years
Furniture, fittings & equipment - Evenly over 5 years
Other fixed asset - Evenly over 5 years

#### Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items

### 2 VOLUNTARY INCOME

	Unrestricted	Total Funds	Total Funds
	Funds	2010	2009
	£	£	£
Grants receivable			
Arts Council - Operating costs	121,540	121,540	123,100
Westminster City Council	52,250	52,250	92,610
•			

### NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2010

### 3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Bai income	-	-	1,670
Box office	_	-	421
Subscriptions received	_	-	45
Premises hire	2,399	2,399	10,498
Carnival income	6,250	6,250	8,326
Carnival income costumes	2,025	2,025	_
Tours and trips	1,720	1,720	
Other direct income	731	731	12,595
	13,125	13,125	33,555
INVESTMENT INCOME			
	Unrestricted	Total Funds	Total Funds
	Funds	2010	2009
	£	£	£
Bank interest receivable	8	8	843

### 5. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

4.

	Unrestricted	<b>Total Funds</b>	Total Funds
	Funds	2010	2009
	£	£	£
Bai trading expenditure	300	300	1,015
Capital Project Expenditure	_	_	4,404
Carnival, workshops youth & other projects	42,941	42,941	57,455
Support costs	136,868	136,868	224,625
	180,109	180,109	287,499

### 6. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Events, workshops & seminars £	costs £	Total Funds 2010 £	Total Funds 2009 £ 224,625
Charitable activities - support costs		136,868	136,868	1,015
Bai trading expenditure	300	_	300	•
Capital Project Expenditure Carnival, workshops youth & other	-	_	_	4,404
projects	42,941		42,941	57 455
	43,241	136,868	180,109	287 499

### NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2010

### 7. GOVERNANCE COSTS

Number of staff

	Audit fees	Unrestricted Funds £ 3,494	Total Funds 2010 £ 3,494	Total Funds 2009 £ 3.816
8	NET INCOMING/(OUTGOING) RESOURCE	ES FOR THE YEA	AR.	
	This is stated after charging	2010 £		2009 £
	Depreciation Auditors' fees	3,804 3,494		5,261 3,816
9.	STAFF COSTS AND EMOLUMENTS			
	Total staff costs were as follows:	2010		2009 £
	Wages and salaries Social security costs	$ \begin{array}{r} £\\ 94,174\\ \underline{9,664}\\ \underline{103,838} \end{array} $		106,010 10.204 116,214
	Particulars of employees.  The average number of employees during the equivalents, was as follows	ne year, calculated 2010 No	l on the basis	of full-time 2009

No employee received remuneration of more than £60,000 during the year (2009 - Nil)

### NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2010

### 10. TANGIBLE FIXED ASSETS

		Freehold property £	Furniture, Fittings & Equipment	Other Fixed Assets	Total £
	COST At 1 April 2009 and 31 March 2010	78,832	75,937	52,341	207,110
	DEPRECIATION At 1 April 2009 Charge for the year At 31 March 2010	77,929 452 78,381	66,858 2,340 69,198	47,275 1,012 48,287	192,062 3,804 195,866
	NET BOOK VALUE At 31 March 2010 At 31 March 2009	451 903	6,739 9.079	4,054 5 066	11,244 15,048
11.	STOCKS				
	Stock		2010 £ 		2009 £ 300
12	DEBTORS		2010		2009
	Other debtors Prepayments		£ - - -		£ 1,001 1,547 2,548
13	CREDITORS. Amounts falling due w	ithin one vea	r		
	Bank loans and overdrafts Trade creditors PAYE and social security Other creditors		2010 £ 362 35,358 35,720		2009 £ 4,510 5,363 11,093 38.476 59,442

### NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2010

### 14. RESTRICTED INCOME FUNDS

Balance at 1 Apr 2009 and at 31 Mar 2010 £

There have been no movements on restricted funds during the year ended 31 March 2010

### 15. UNRESTRICTED INCOME FUNDS

	Balance at	Incoming	Outgoing	Balance at	
	1 Apr 2009	resources	resources	31 Mar 2010	
	£	£	£	£	
General Funds	(23,643)	186,923	(183,603)	(20,323)	

### 16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Net current liabilities £	Total £
Unrestricted Income Funds	11,244	(31,567)	(20,323)
Total Funds	11,244	(31,567)	(20,323)

### 17. COMPANY LIMITED BY GUARANTEE

Yaa Asantewaa Arts and Community Centre is registered as a company limited by guarantee and as a registered charity. Every member of the Charity undertakes to contribute to its assets in the event of being wound up, such amount, as may be required not exceeding £1