



THE BRISTOL COMMONWEALTH SOCIETY
TRUSTEES' ANNUAL REPORT TO 31ST DECEMBER 2022
CHARITY INFORMATION

Charity Number: 1048637

Patron: Mrs Peaches Golding, OBE, Lord Lieutenant of Bristol

President: Professor Evelyn Welch, MBE, Vice-Chancellor University of Bristol

Chairman: Dr K Barnard

Vice Chairman: Mr C Serle

Treasurer: Ms J Purdy

Members of the Executive Committee:

Dr K Barnard
Mr M Barnard
Mr R Elms
Mrs J Kirk
Mr C Eddison-Cogan
Mr T Frewin
Ms J Purdy
Mr C Serle
Mr S Tshabalala

Address: Commonwealth House
14 Whiteladies Road
Clifton
Bristol
BS8 1PD

**Independent
Examiner:** CEK Accounts
Apartment 1, Bamburgh House
Bamburgh Road
Westerhope
Newcastle-Upon-Tyne NE5 5PZ

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TRUSTEES' ANNUAL REPORT
For the Year Ended 31st December 2022

INDEPENDENT EXAMINER'S REPORT TO THE
TRUSTEES OF THE BRISTOL COMMONWEALTH SOCIETY

We report on the accounts of the Society for the year ended 31 December 2022.

Respective responsibilities of trustees and examiner

The charity's trustees 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. 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

The 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 the course of 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 proper 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.

TRUSTEES' ANNUAL REPORT
For the Year Ended 31st December 2022

Ladies and Gentlemen

The Executive Committee has the honour to present the 27th Annual Report of the Bristol Commonwealth Society.

Reference and administrative information

The Bristol Commonwealth Society is a registered charity (No. 1048637). Its registered office is shown on the information sheet. The Trustees who served during the year are noted on the information sheet.

Objects, aims, and activities

The Society is a charity which exists to advance education and to promote within the United Kingdom and overseas the increase and spread of knowledge respecting the peoples and countries of the Commonwealth.

Structure, governance and management

Governing document

This is through a constitution adopted 4th March 2008 as amended April 2012.

Governing bodies

The Board of Trustees and Executive Committee is responsible for the overall governance of the charity.

Recruitment and training of trustees

The charity's trustees and committee members are appointed by the Board of Trustees after due consideration being given to eligibility, personal competence, specialist skills and local availability. New Trustees and committee members are inducted into the workings of the charity by the Board of Trustees.

Risk management

The Trustees and Executive Committee are responsible for the management of the risks faced by the Trust. A formal review of the charity's risk management processes is undertaken on an annual basis. The key controls used by the charity include:

- formal agendas for all committee and board activities
- detailed terms of reference for all committees
- comprehensive strategic planning, budgeting and management accounting
- established organisational structure and lines of reporting
- formal written policies
- clear authorisation and approval levels

Through the risk management processes established for the Trust, the Trustees are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that the system can only provide reasonable but not absolute assurance that major risks have been adequately managed.

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THE EXECUTIVE COMMITTEE

The Chair is pleased to report that the Society remains in a strong position whilst continuing to support a wide range of charitable initiatives and she would like to thank each of the Trustees for their commitment towards this end.

The Trustees extend their thanks to the Society's Chair Dr Barnard, Vice-Chair Mr Serle and Treasurer Ms Purdy for their expert guidance throughout the year.

The Chair and Trustees also express their gratitude to the Society's members for their contribution over many years.

Patron

The Executive extends its thanks to Mrs Peaches Golding, OBE, Lord Lieutenant of Bristol, for her highly valued patronage and dedication to the Society.

President

The Society is delighted to welcome Professor Evelyn Welch, MBE, Vice-Chancellor of the University of Bristol, as its new President. The Committee and members look forward to a long and valued association.

Accountants

The Committee wishes to thank Ms Kerby of CEK accounts for her diligence on the Society's behalf.

COMMONWEALTH HOUSE

Health & Safety, Licensing and Events

Mrs Smith continues to identify maintenance concerns at Commonwealth House ensuring health and safety requirements are met for members, clients and tenants. She maintains an up to date Food Safety certificate, is DPS (licensee) for the premises, registered Fire Officer and acts as events co-ordinator, catering manager and administrator. She is pleased to report that the premises retain a five star hygiene rating.

Room Hire, Car Park & Office Rental

Venue hire has shown a marked increase since the Club Room's refurbishment in 2020 and the resulting income has almost covered the cost of those works.

Parking spaces let to a nearby business continue to generate an income of around £1,000 per month with minimal administration and no additional overheads for the Society.

Both the first and second floor offices of Commonwealth House remain let to commercial tenants at market rents.

Quick Financial Overview to 31st December 2022

Membership subscriptions for the year:	£1,185
Revenue received from the car park:	£14,822
Income from venue hire, catering and the bar:	£15,900
Rental income from the upper floor offices:	£26,400
The Society's investments at 31 st December 2022:	£103,041
Charitable donations made in 2022:	£4,250

Increased income from the car park and room hire has enabled the Society to donate more than ever to charitable projects as well as carrying out essential maintenance and upgrades to the premises.

Reserves policy

The Trustees believe the Society's level of reserves to be sufficient to meet its day to day requirements. As a matter of policy, each year the Trustees review the value of the reserves required to be held in investments, cash and cash equivalents not restricted to any particular purpose. The Committee considers the charity's exposure to the risk of any significant loss of income and to the risk of unforeseen expenditure, which cannot be mitigated by executive action, and the degree of the risk ascribed to each such event is assessed.

CHARITABLE OBJECTIVES AND ACTIVITIES 2022

BILLY CHIP

On 26th January the Society met with team members from Bristol based charity “Billy Chip” which provides food and warm drinks to the city’s many homeless and rough sleepers. Their vision, along with the charity’s unique donation platform, greatly impressed us and we were pleased to offer £500 towards their work.

The Billy Chip initiative offers a safe way for the public to give financial help to rough sleepers without the fear of it being misused on drugs or alcohol. The recipient can redeem the specially created token (pictured below) in participating shops and takeaways up to the value of £2.00. The scheme was invented by Billy Abernethy-Hope, a twenty year old ambulance driver from Bristol who having supported the homeless at Christmas was disheartened by the lack of help they received for the rest of the year. Sadly Billy died before his dream became a reality but his family set about launching Billy Chip in his memory and it is now widely used in Bristol and other cities.

The Society is delighted to announce that since our first meeting Billy Chip has been introduced to Australia and has received interest from other Commonwealth countries. Two of its team members have also been selected for the Queen’s Commonwealth Trust Award. Congratulations to this truly inspirational Bristol born charity.



Meghan Abernethy-Hope holds a Billy Chip

COMMONWEALTH DAY

Cathedral Service

In recognition of Her Majesty Queen Elizabeth's Platinum Jubilee, Bristol Cathedral held a special Commonwealth Day service in the presence of HRH Duke of Kent together with our Patron and faith and community leaders from across the city. The service was led by the Bishops of Bristol and Swindon.

The Cathedral particularly wanted musicians of Commonwealth heritage to play at the service and tasked BCS with finding suitable candidates. We were subsequently delighted to be introduced to the Johnny Kalsi Bhangra Drummers whom the Cathedral commissioned for the occasion. Johnny has connections to the Punjab and Kenya and is a prominent musician and composer who in 2013 curated the music for Her Majesty the Queen's Coronation Gala.

In 1991 he formed the Johnny Kalsi Dohl Foundation which raises money for a variety of charities and he is part of the Sikh Welfare Awareness Team helping those living below the poverty line regardless of faith or heritage. The Society is most grateful to Johnny for taking the time from his busy schedule to perform on Commonwealth Day and to Mr Mohindra Chowdhry of Punjabi Forum International for facilitating the introduction. The performance was sensational and everyone in the Cathedral was captivated by the exotic beat of Bhangra. The Society donated £550 towards the on-going work of the Johnny Kalsi Dohl Foundation and we hope to collaborate with him again in the future.



Johnny Kalsi Bhangra Drummers outside of Bristol Cathedral

Fly the Flag Ceremony

Prior to the Cathedral service, the Commonwealth Flag was raised on College Green by George Tsitati from Kenya. George, who was studying for a Master's Degree in Climate Change Science and Policy, was awarded a prestigious Commonwealth Scholarship in 2021 and was also selected as student representative for the University of Bristol at the COP 26 summit that year.

BCS was delighted to nominate him as flag raiser for this annual ceremony which was attended by the Lord Lieutenant, Mayor Marvin Rees and the Lord Mayor of Bristol along with community representatives and faith leaders.



George Tsitati from Kenya raises the Commonwealth flag in Bristol

BIG JUBILEE LUNCH 5th JUNE

To mark the Platinum Jubilee, Bristol Cathedral held an activity day on College Green featuring music, street theatre and food amongst many other attractions. The event, which was free to the public, brought together Bristol's diverse communities for a wonderful day of fun, unity and celebration. Throughout the day funds were raised on behalf of Heart of BS13, a charity addressing food poverty and social deprivation in Hartcliffe, where the City Farm is creating a space to learn about growing, cooking and sustainability.

Fruit and vegetables and beautiful cut flowers can be purchased directly from the farm or its website which helps to provide education and training opportunities for the community. The Society formed part of the event's planning Committee and also made a donation of £250.

WINDRUSH DAY

Nearly 100 people gathered at Commonwealth House to share an innovative evening of interactive art as part of a collaborative event between BCS and Bristol based charity Black Artists on the Move.

The immersive experience entitled “Looking Back in Anger, Looking Back in Pride” transported guests from the Caribbean to the early post war years of the UK through visual imagery, sound, music and the power of imagination. It was a compelling and sometimes uncomfortable exploration of the past and offered a view of social history through a different lens.

For many who attended it was also a celebration of their forebears’ achievements against unimaginable hardship and prejudice while for those who knew little about Windrush it was an epiphany.

Jamaican folk culture group Tan Teddy, poet Antoinette and singer Jessica Ncube gave evocative performances while our Patron was invited to share her own thoughts on Windrush.

The evening ended with a proud and moving rendition of “Redemption” and afterwards guests were encouraged to express their emotions by contributing to a collective collage. BCS sponsored this acclaimed event for £400.



Tan Teddy perform at Windrush Day, Commonwealth House 22nd June 2022

COMMONWEALTH SCHOLARS NETWORKING EVENT

On 17th June Professor Atenchong Talleh Nkobou, lecturer in International and Rural Development at the Royal Agricultural University of Cirencester, gave a talk to Commonwealth Scholars on the political economy of agrarian systems, land tenure and food security including human rights-based approaches to development.

The talk had been organised in conjunction with BCS by the Scholars Regional Co-ordinator, Frederick Omara from Uganda, who was himself studying agriculture at the Royal Cirencester University.

The event was very well received by the Scholars who had travelled from as far afield as Exeter to attend and afterwards they enjoyed lunch and networking opportunities with their fellow students from around the Commonwealth. The Society donated £200 towards the event.

GLOUCESTERSHIRE COUNTY CRICKET CLUB

BCS Sponsorship Scheme: Kay and Gina met with the Diversity and Community Engagement team at GCC which, since the appointment of their new Chair, has been keen to engage with young people from minority ethnic and under-privileged communities living in inner city areas. Many young people from this socio-economic group lack the opportunity to play cricket or attend matches and less still to pursue it professionally. This year we will be discussing a sponsorship framework with the Club to support this goal.

GCC Jubilee Celebration: Last summer we donated £650 towards GCC's Jubilee celebration which was free to attend for under-represented and disadvantaged groups in Bristol. BCS also arranged musical entertainment from Bristol R & B band Private Joys, which played well past their schedule when heavy rain stopped play. We extend our special thanks to the band for going above and beyond!



Private Joys rocking Gloucestershire County Cricket Ground 3rd June 2022

PUNJABI FORUM INTERNATIONAL (PFI)

Punjabi Forum International is a charity representing the Sikh community in Bristol and BCS is very pleased to have forged close links with them. For several years Committee members have been honoured to attend its Remembrance Day services at Castle Park where PFI were instrumental in commissioning a dedicated Sikh war memorial, one of very few in the country. Donations to PFI help support the many charitable objectives undertaken by the Sikh community which is invested in giving back to society. BCS donates £100 annually to this charity.

ST PAULS CARNIVAL

In 2020 the Society was made a Friend of St Pauls Carnival and we continue to support this organisation which, though famous for its street festival, also offers valuable educational and outreach programmes across the City. Its Committee seeks to promote social cohesion and cultural understanding through talks, exhibitions and a variety of other experiences in schools and community centres as well as offering support to elders, many of whom are of the “Windrush Generation”.

Last year marked the 60th anniversary of Jamaican independence and instead of the familiar festival the Carnival team hosted smaller, accessible events in different parts of the city such as the Windrush Library where visitors heard historically crucial stories from that generation. There was also an Elders’ Brunch at the Malcolm X Centre and a community picnic in Portland Square where members of the public enjoyed traditional Caribbean food and music from local artists such as Rider Shafique and Da Fuchaman.

It was an amazing way to honour the local community and all those who have made Carnival possible over the last 54 years. The Society donates £500 annually to this Bristol based charity and continues to work closely with its Committee.



Levi Roots, Chairman of St Pauls Carnival

PAKISTAN FLOOD RELIEF APPEAL

The monsoon season of mid-June brought unprecedented flooding to Pakistan which intensified throughout the ensuing months submerging whole villages and killing at least 1,700 people. Huge areas of agricultural land were severely affected, with crops and livestock swept away bringing inevitable long term starvation and water borne diseases. The United Nations Secretary General called it a “climate catastrophe” and appealed to the global community to give five times more aid than usual for this stricken Commonwealth country. In response the Society donated £300 through the Disasters Emergency Committee (DEC) which brings together leading charities skilled at raising funds quickly and deploying the correct aid in life and death situations.

CACEFU KIDS MARCHING BAND

The CACEFU Kids Marching Band from the Zambezia school in Alto Molocue in Mozambique was the brain-child of former Bristol Commonwealth Scholar, David Muassua, who recognised the value of music to young people.

In 2018 his dream became a reality and the Band, which aims to empower students and give them the confidence to attain their full potential, was formed. The pioneering Zambezia School encourages students to access higher education not only in Mozambique but also the UK, Canada and Australia and its specialist team assists with university and scholarship applications.

The Society is very proud to sponsor this community led initiative which gives so much pleasure and pride to the students of Zambezia. Last year BCS donated £300 which will help towards much needed musical instruments and uniforms. The Band is always grateful for donations, no matter how small, and new and used instruments (particularly wind) are especially welcomed.



Cacefu Kids Marching Band, Mozambique Independence Day 25th June 2022

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COMMONWEALTH SCHOLARS WELCOME PARTY

On the 17th December BCS was delighted to welcome the new arrivals of South West Commonwealth Scholars and to meet their Regional Co-ordinator, Precious Ozemoya from Nigeria.

Twenty six Scholars attended the welcome party with one travelling all the way from Portsmouth. It was one of the coldest days of the year but the Scholars, who were certainly not used to sub-zero temperatures, soon warmed up with a very spicy stew!

After lunch the students enjoyed dancing to sounds from their respective home countries and each Scholar spoke of their personal journey to scholarship. Our Patron and Committee members were delighted to embrace the truly infectious fun. The Society donated £300 towards the occasion and will be hosting further Scholars' events for 2023.

PROCLAMATION OF KING CHARLES

On 11th September our Chair represented the Society at a Proclamation ceremony for the new King which took place outside of City Hall. The Proclamation was read by the High Sheriff from the City's historic Proclamation carriage and the ceremony was opened by our Patron.

TURNING POINT

The Society was approached by a not for profit organisation called Sweet Patootee which produces documentary films and performance art based on heritage history. Their Artistic Director was seeking contributors and a space for their latest work entitled "Turning Point" which explores the neglected history of the British ruled Caribbean during the 1920's.

The performance which features professional actors and community participants includes the real experiences of black women and men told through archive imagery, text and rare folk songs.

BCS was delighted to facilitate introductions and share its contacts within the Bristol Caribbean community which helped to enable the exhibition. Turning Point began in November 2022 and is at Bristol Museum until 29th May with free entry.

FOOD BANK

Commonwealth House continued to act as a collection hub for various food banks in the city although the Society is now requesting clothing or monetary donations only due to lack of suitable food storage. We began the initiative during the early days of the pandemic which significantly affected those already on or below the poverty line. Since then energy and food costs have considerably increased and the need for food banks has not diminished. The Society will continue to offer what help it can.

COMMUNITY GROUPS AND OTHER CHARITIES

Throughout the year the Society offered free room hire to other charities and community groups including African Voices Forum, Black Artists on the Move, Bristol Beira Link, Beyond the Fringe Theatre Group and Frank Water as well a number of residents' associations.

BCS is delighted to offer complimentary or discounted use of its facilities to community and charitable organisations and we invite those with similar values to get in touch.

WEBSITE

Last year the Society launched a new website which better reflects the Society's image and objectives. We would like to thank Carolyn Anderson of Media Tube for designing the site at a discounted rate.

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Statement of Trustees' Responsibilities and Governance

The Trustees are responsible for their annual report and the presentation of the accounts for each financial year which give a true and fair view of the incoming resources and application of those resources to the charity during the year and of the state of affairs at the end of the financial year. In preparing these accounts the Trustees are required to:

- ensure that suitable accounting policies are established and applied consistently
- make judgements and estimates which are reasonable and prudent
- state whether the applicable accounting standards and statement of recommended accounting practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees have overall responsibility for ensuring that the charity has appropriate systems and controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Charities Act 1993 (amended 2006).

They are also responsible for safeguarding the assets of the charity and for their proper application as required by charity law, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- the charity is operating efficiently and effectively
- all assets are safeguarded against unauthorised use or disposition and are properly applied
- proper records are maintained and financial information used within the charity, or for publication, is reliable
- the charity complies with relevant laws and regulations.

Internal controls over all forms of commitment and expenditure continue to be refined to improve efficiency. Processes are in place to ensure that performance is monitored and that appropriate management information is prepared and reviewed regularly by both the Executive management and the Board of Trustees.

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss. They include:

- an annual budget approved by the trustees
- regular consideration by the trustees of financial results, variances from budgets, non- financial performance indicators and benchmarking reviews
- delegation of day to day management authority and segregation of duties; and identification and management of risks

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities. Approved by the Trustees and signed on their behalf:-

..... Dated
DR KAY BARNARD, CHAIR

THE BRISTOL COMMONWEALTH SOCIETY ACCOUNTS TO 31ST DECEMBER 2022

INCOME & EXPENDITURE ACCOUNT AS AT	31.12.2022	31.12.2021
INCOME	£	£
Membership Subscriptions	1,185	1,421
Donations	0.00	980
Rents Received & Tenants Contributions	26,400	26,400
Rents - Car Parking	14,822	13,090
Room Hire	13,414	2,614
Functions & Catering Income	2,487	2,169
Dividends & Interest Receivable	112	2
Gift Aid	1,086	1,086
Coronavirus Covid 19 Grants	0.00	16,942
	59,506	64,704
LESS: OVERHEADS		
Purchases	8,561	4,432
Staff Salaries & Book-Keeping	21,300	19,034
Office & General Administration	3,164	6,934
Upkeep of Premises	20,246	18,312
Functions & Catering Costs	0	0
Charitable Expenditure & Donations	4,250	1030
Equipment Hire	0	0
Insurances	2,891	-8,289
Sundry Expenses & Retirement Gift	0	0
Accountancy	1,145	1,320
Legal & Professional	360	180
Commission	460	643
Bank Charges	73	91
	62,450	43,687
NET PROFIT(LOSS) before Depreciation and Investments FOR THE YEAR	(2,944)	21,017
DEPRECIATION FOR THE YEAR		
Depreciation	(3,560)	(5,910)
MOVEMENT IN VALUATION OF INVESTMENTS		
Surplus (Loss) on Valuation of investments	(10,655)	(1,275)
NET SURPLUS (DEFICIT) FOR THE YEAR	(17,159)	13,832

THE BRISTOL COMMONWEALTH SOCIETY ACCOUNTS TO 31ST DECEMBER 2022

		31.12.2022	31.12.2021
	NOTES	£	£
FIXED ASSETS	3		
Tangible Assets		361,200	364,760
INVESTMENTS	4		
Unit Trust Portfolio		103,041	113,696
		464,241	478,456
CURRENT ASSETS			
Stock		0	400
Debtors & Prepayments		0	0
Cash at bank and in Hand		38,624	60,288
		38,624	60,688
CURRENT LIABILITIES			
Amounts falling due after more than one year		10,000	10,000
Sundry Creditors & Accruals			5,288
		10,000	15,288
NET CURRENT ASSETS		492,865	523,856
CAPITAL & RESERVES			
Unrestricted Funds	5	492,865	523,856
Approved by the Executive Committee on			
K Barnard - Chairperson			

The notes on Pages 17 to 18 form part of these Accounts

THE BRISTOL COMMONWEALTH SOCIETY ACCOUNTS TO 31ST DECEMBER 2022

3	TANGIBLE FIXED ASSETS	Computer	Furniture &	Freehold	
		Equipment	Fittings	Property	Total
		£	£	£	£
	COST				
	At 01 January 2022	5,787	82,251	346,956	434,994
	Additions				
	Disposal				
	At 31 December 2022	5,787	82,251	346,956	434,994
	DEPRECIATION				
	At 01 January 2022	5,495	64,739		70,234
	Charge for the year	58	3,502		3,560
	Disposals				
	At 31 December 2022	5,553	68,241	0	73,794
	NET BOOK VALUE				
	At 31 December 2022	234	14,010	346,956	361,200
	At 31 December 2021	292	17,512	346,956	364,760
4	INVESTMENTS			31.12.2022	31.12.2021
				£	£
	Investments			103,041	113,696

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

The investments were valued on the 31 December 2022 and the surplus on revaluation has been credited with reserves, with opening and closing market value of investments reconciled as follows:

	£
Balance at 01 January 2022	113,696
Dividends and interest income received in year	0
Cash drawdown in year and prior year adjustments	0
Movement in valuation of investments	(10,655)
Balance at 31 December 2022	103,041

THE BRISTOL COMMONWEALTH SOCIETY ACCOUNTS TO 31ST DECEMBER 2022

			31.12.2022		31.12.2021
5	RESERVES		£		£
	Balance as 01 January 2022		510,024		482,786
	General surplus (deficit) for the year		(6,504)		18,589
	Movement in valuation in investments		(10,655)		8,649
	Balance at 31 December 2022		492,865		510,024
6	STAFF COSTS				
	Salaries and other Costs		21,300		19,034
7	CHARITABLE EXPENDITURE & DONATIONS				
	During the year the Society expended the following		4,250		1,030
	Amounts on charitable works and student subsidies				
	Other Donations				90