



**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED**

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31st MARCH 2021

COMPANY NUMBER 03113148

CHARITY NUMBER 1051087

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COMPANY INFORMATION

Company Name

African Peoples Historical Monument Foundation (Black Cultural Archives) Limited.

Directors for year ended 31 March 2021 and at date of approval of this Statement

Olakunle Babarinde (Appointed Interim Co-Chair 9 May 2021, in role from 4 June 2021)

Jennie Baptiste (Resigned 14 January 2021)

Harneck Chilemba (Treasurer) (Appointed 25 June 2020)

Adam Crymble (Resigned 7 May 2021)

Katie Dash

Stafford Geohagen

Dawn Hill, CBE (Chair) (Resigned as Chair 28 January 2021)

Caroline Hussey-Bain

Sharmaine Lovegrove (Appointed Interim Chair 15 April 2021, maternity leave from 4 June 2021)

Harun Morrison

Rukayah Sarumi (Appointed Interim Co-Chair 9 May 2021, in role from 4 June 2021)

Ansel Wong, CBE (appointed as Chair 28 January 2021, resigned 15 April 2021)

Company Secretary

Olakunle Babarinde

Patrons

Dame Jocelyn Barrow, DBE died 9 April 2020

Idris Elba, OBE

Marie Garrison

Kwame Kwei-Armah, OBE

Sir Willard White, OM CBE

Sir Ken Olisa, OBE

Benjamin Zephaniah

Registered Address:

1 Windrush Square
Brixton
London, SW2 1EF

Bankers:

Lloyds TSB
Balham Branch
125 Balham High Road
London SW12 9AT

Auditors:

Knox Cropper LLP
Chartered Accountants
65 Leadenhall Street
London EC3A 2AD

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Management team

Executive Officer

Arike Oke

Managing Director

Senior Managers

Preeya Anand

Relationships Manager

Dr Hannah Ishmael

Collections and Research Manager

Hannah John

Securing the Future Project Manager

Dr Ayshah Johnston

Learning and Engagement Manager

Karis Morris-Brown

Workforce Development Manager



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Chair's Introduction

Since my earliest involvement with Black Cultural Archives (BCA) in the 1980s it has been a centre of education and the preservation of our communities' histories. I was part of the Board that brought our founding dream of establishing an 'Archive-museum' one step closer to reality when we opened 1 Windrush Square in the grade II* listed Raleigh Hall in the centre of Brixton in 2014. We've been developing our activities and mission since then and I am proud to have led the organisation as the chairman of the Board through challenges and success.

Black Cultural Archives (BCA) cemented its place in the national conversation on identity and history in 2020, a year that was filled with both challenge and opportunity. BCA's people were at the heart of its success both in surviving and in finding moments to thrive during the dual challenges of the pandemic and the shifting politics of race and representation. I have been part of the governance of BCA since its conception in the 1980s, and the Chair of the Board since 2012. I am now handing over the leadership of this iconic and essential institution to an incoming Chair, who I trust will continue to support and encourage the growth of BCA from achievement to achievement.

Our 2020 began in hope – with the opening of our second exhibition in the Stories of Black Leadership series (portraits by noted photographer Joy Gregory and sponsored by JP Morgan) at our Windrush Square venue. Only a few weeks after opening this celebratory exhibition the board and our managing director met to agree the details for the closure of 1 Windrush Square as a result of the first national Coronavirus lockdown. We were disappointed, to say the least, at having to close our home. Thanks to the efforts of the staff team we swiftly pivoted our programme online.

Suddenly a new world of opportunity was presented, as we held transatlantic panel discussions, launched our 10 year strategy consultation with our many stakeholders and community supporters, created a new digital exhibition space and hosted our first digital artists in residence. These are only a handful of the highlights of the digital remote programme that we created to share teaching and learning about Black history from our (actual) homes to our communities and audiences. Our Stories of Black Leadership exhibition transferred online, winning praise and attention from audiences as diverse as Harpers Bazaar (who featured it in their summer 2020 highlights) to local schools who used the online exhibition to set homework tasks.

The year was marked with tragedy as well as triumph in adversity. Our inestimable patron Dame Jocelyn Barrow passed in April. Our tightknit team lost friends and family to Covid. The pandemic's effects included an almost total wipeout of our income generating activity. Where we would earn over £100,000 in 2019 in trading activity, in 2020 we earned £5,000. We made the difficult decision to discontinue the café at Windrush Square, losing as a result some treasured team members.

The tragedy of others affected us too. The killing of George Floyd hit all of the BCA team and extended family hard. It was personal to us. On top of which the world's eyes seemed to turn to our charity for answers to today's social ills and for solutions to racism. Over the summer it seemed that BCA was

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everywhere – from CNN to the ITV evening news, from museum industry panels to running corporate training sessions. I am grateful to the staff team for taking up the challenge to work throughout the pandemic, remotely and safely, to use BCA's active voice in challenging inequality and racism. Our Managing Director visited Downing Street at the invitation of PM Boris Johnson, and we thus joined the Cross-Government Windrush Working Group. This group advised the Home Office on the implementation of the recommendations in Wendy William's Lessons Learned report, and achieved an increase in the value of compensation offered to people affected by the Home Office's hostile environment policy and subsequent Windrush Scandal. BCA formally left the group in spring 2021 after the government's publication of the much-derided Race Report. Our response to that report was unequivocal and can be read on our website.

BCA continues to be the leading non-government and heritage institutional voice for the Windrush Generation working with the community-based Windrush National Organisation (WNO). We continue to host the free legal surgeries for Windrush victims in accessing the Windrush Scheme (WS) and the Windrush Compensation Scheme (WCS) at our home at 1 Windrush Square. However, due to the pandemic and closure of our building for varying periods a telephone referral service for clients has been maintained with the partner legal firm Mckenzie Beute and Pope.

I'm proud to have served on BCA's board since the 1980s and its Chair since 2012. This year as planned I stepped down as Chair, having served for 8 years as Chair. I currently have remained on the board. An appointment was made to the Chair role but due to circumstances beyond our control the appointment could not continue. I am grateful to trustees Sharmaine Lovegrove, Rukayah Sarumi and Olakunle Babarinde for serving as Interim Chairs as we go into recruitment for the next leader of the board and three new Trustees.

Sharmaine Lovegrove is taking maternity leave to 2022. She lent her considerable commercial and bookselling expertise to BCA, as well as capably stepping into the Interim Chair role.

I must also take this opportunity to thank my Trustee colleagues who have resigned from the Board this year:

Dr Adam Crymble, an academic with a specialism in digital humanities who will maintain his academic relationships with our archives.

Jennie Baptiste, who advised on recruitment processes and gave hands-on assistance to our MD in dealing with staff records in line with GDPR requirements.

Black Cultural Archives is now in its 40th year, a major achievement, and is the leading organisation in the UK that collects, promotes, and celebrates the teaching of history of the African and Caribbean diasporic communities in the UK.

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We are from our grassroots beginnings increasingly now held in high esteem by our stakeholders at all levels in the community we represent, the arts and heritage sector, corporates and in government with a national and international focus. I personally thank our Managing Director, Arike Oke, for her role in showcasing BCA's culture and programming with such assured resilience, creativity and with an inclusive leadership style and tightknit team.

My good wishes to the Board of Trustees currently working through this next period of transitioning with a new Chair and towards Black Cultural Archives' role in maintaining African and Caribbean history and culture in the UK.



Dawn Hill CBE,
Chair of the Board of Trustees in this period

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Introduction from the Managing Director

The annual report highlights much of the progress and work we've undertaken in 2020 – 2021 against the five strategic aims of the organisation, set by the Board of Trustees in 2019. In May 2020 BCA launched our 2030 strategy. The strategy maps out the key strategic areas of focus for the subsequent 10 years at BCA:

- We are resilient, flexible and entrepreneurial
- We have an opinion and an active voice on relevant issues
- We make teaching, and learning about, Black history available to everyone
- Our national collections of African and Caribbean descent people's history are shared online, touring and in-person
- Our internationally respected workforce development programme supports Britain's heritage and culture industries.

The financial year was dominated by the global pandemic: we re-opened 1 Wind rush Square in between the first national lockdown and London entering Tier 4 (followed by the next national lockdown) but otherwise our venue – and the space from which we have previously concentrated much of our work – was closed to the public.

Our focus shifted to an agile response to the shifting demands of the 'new normal': we moved much of our programme online, we supported staff to work from home, we made use of the Job Retention Scheme and we were delighted to be supported by our friends, donors and various Covid support grants.

Our resolve to document, preserve and celebrate the histories of people of the African diaspora in the UK went hand in hand with the burst of activism we saw flourish in the wake of the murder of George Floyd. For us Black Lives Matter is always of central and immediate relevance. Despite the toll the focus on racism, and the effects of seeing or knowing of the existence of the footage of George Floyd being killed, took on the staff team they were still ready to find creative ways to deliver on BCA's mission.

The last year has shown that BCA and its team are resilient and adaptable, that we embrace change and can lead the way. The next year holds challenges for all charities, especially cultural organization operating in the area of Black history, but I am sure that the team and the Board will continue to thrive and grow.



Ariake Oke, Managing Director

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Trustees Report for the year ended March 2021

The trustees, who are also directors for the purposes of company law, present their report together with the financial statements for the year ended 31 March 2021. The annual report and financial statements have been drawn up in accordance with statutory requirements and applicable Accounting Standards and the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP FRS 102 second edition - effective from 1 January 2019).

Our objectives and activities

The Board of Trustees worked with the staff team and stakeholders of Black Cultural Archives (BCA) to create the new 10 year strategy, launched at an online 'townhall' event in May 2020, and supported by partners Niche on Demand.

The five strategic objectives for 2030 can be summarized as:

- Using our active voice
- Being resilient, flexible and entrepreneurial
- Our collections to be available online, touring and in person
- Teaching and Learning about Black History to be available to everyone
- Our internationally recognised workforce development programme to change the face of the UK cultural sector.

To underpin the 2030 strategy the BCA team have been working on a three year business plan, to be published in late 2021. The headline objectives for the business plan 2021-24 will be:

AIM 1: Developing 1 Windrush Square.

Our masterplan for 1 Windrush Square includes:

- Improving public access to the collections, including visitor flow and displaying more of the collections.
- Going beyond and developing the infrastructure for the income generation activities of 1 Windrush Square.
- Community use of 1 Windrush Square.

AIM 2: Centering the collections

From developing our Research Strategy, implementing a Digital Preservation Strategy to the improvement of access to the collections.

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We will also use collections access as a starting point to engaging with questions of the lack of diversity within the archives sector by providing an entry point into the sector through our reading room roles, moving the role away from volunteer provision to paid employment. This will also have the benefit of ensuring stability and consistent user experience for those who use the reading room.

AIM 3 : Consolidate the education offer

Competition among providers of Black British history educational resources is becoming greater. However, BCA can carve out a unique space within the current market due to the ownership of a unique archive, a strong voice and reputation, and visible brand connected to its iconic building, its history and its location.

AIM 4: Establish the BCA workforce development programme and accreditation

In 2020 BCA secured key investment for building on the workforce development and volunteer development work begun by Volunteer Manager Karis Morris-Brown. Esmee Fairbairn Foundation is the funder supporting this development work.

AIM 5: Understand our network and our supporters

BCA's genesis and survival is based in the support, goodwill, partnerships, pro bono and donations from the extended network of individuals, groups, and organisations who believe in BCA's purpose and potential.

Informing all of BCA's delivery of our activities are the organizational values, created by the staff team and agreed by the board in Q3 2020:

Educate, Radical, Dialogue, Leading, Challenging, and Supportive.

Educate:

we make sure that everyone we meet we help to learn more, and we make sure that we are always learning, too.

Radical:

We actively seek ways that we can make a positive change, and we don't accept that things can't be changed for the better.

Dialogue:

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We make sure that we have conversations, with our communities, our visitors and with each other.

Leading:

We are always looking at ways we can be leaders at work and support BCA to be a leader in its field.

Challenging:

We look at ways to stretch ourselves, and we speak out about injustice.

Supportive:

We act as a team, and we look for ways that we can support one another, our visitors and our peers.

April 2020 to March 2021 in Focus

Our active voice

The trustees are aware of their obligations under Section 19 of the Charities Act 2011 and have considered how the policies and practices of the charity provide benefit to the public.

The summer of 2020 saw Black Lives Matter (BLM) activism break into the mainstream of UK culture and conversations. Understanding that for many people this might be their first awakening to the issues the BLM conversations presented, and that for some the enthusiasm for activism may fade, BCA instituted a rapid response collecting initiative. This rapid response collecting (Document! Black Lives Matter) was entirely digital and online. It was an agile response to the restrictions on face to face interactions and travelling on traditional forms of collections development. An outcome of BCA's agile approach was that the team were consulted by the Museum of London and by the British Film Institute archive teams for advice on their BLM collecting processes.

In April 2020 BCA's Managing Director was invited to join the Home Office's Cross-Government Windrush Working Group (CGWWG). In this group she offered expert advice on the Home Office's implementation of Wendy William's Lessons Learned report (March 2020), including on culture change at the Home Office, the marketing of the Windrush schemes and the design of the compensation scheme.

In Q4 2020-21 the government's Commission into Race and Ethnic Disparities, on which some of the CGWWG colleagues were commissioners, released its report. The report was controversial in its use and interpretation of data, its approach, its presentation and its findings. BCA issued a response to the report that contextualised the problematics of the report and reframed the discourse by being measured yet unambiguous. BCA were pleased to support the commissioners during their research period,

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including hosting an evidence giving session. Our contribution was uncredited in the final report, but our response to the report stands as a legacy and a signpost of our independent and expert voice.

BCA's support of people affected by the Windrush Scandal continued, and via support from the Paul Hamlyn Foundation and cultural producer Patrick Vernon, BCA held an online conference on Windrush – the history, the scandal, commemorations, and the future – in September 2020. The conference was streamed to BCA's YouTube channel and included guest panelists with specialisms in the arts, politics and law.

BCA's Managing Director has represented BCA in this period by invitation on the following groups:

- Mayor of London's community advisory group for Africa in London,
- Mayor of London's community advisory group for the Remembrance of the Transatlantic Slave Trade,
- Mayor of London's Partner Board for the Commission into Diversity in the Public Realm,
- National Transatlantic Slave Trade Museums Working Group.

Resilience

BCA's approach of using cost control to protect its reserves was used to good effect in this pandemic year. The Managing Director sought out and secured a number of Covid-response grants. BCA received interest from individuals and organisations as the BLM awareness spread into the mainstream. We were able to combine the fundraising efforts of the team, our philosophy on cost control and the avenues of government support (including the Job Retention Scheme and the Cultural Recovery Fund) to protect the charity's reserves from depletion as well as managing to grow the reserves by a modest amount in this period.

We are aware that the outlook for the recovery of BCA's income generation is still restricted by Covid in the medium term, and we recognise that the funding we accessed during Covid and the BLM period is not likely to re-occur in the current financial year. We had the foresight to develop a resilience project (Securing the Future) to address the long term sustainability of BCA's business model and practices. This project was funded by the National Lottery Heritage Fund and will conclude in August 2021. The project has successfully contributed to the creation of a retail strategy, to a board skills audit, board and staff skills development and improved partner and donor relationships management.

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The new business plan, which is created to underpin the 2030 strategy, is described above and goes alongside the 1 Windrush Square Masterplan. The Masterplan details the changes we will make to our home venue so that it can support and enrich our mission even more. We will be recruiting new staff roles in the second half of 2021 to support and deliver the business plan and the masterplan.

The next phase of BCA includes a focus on restarting our income generating activity post-Covid, including a new emphasis on retail. We have an improved surplus at the end of this period because of our careful financial management and the support of our community of donors, partners and grant funders. We welcomed a new Treasurer to the Board of Trustees: Harneck Chilemba. Harneck brings experience from the housing sector and has considerable knowledge of how to run a charity's finances. Harneck has updated the board's Audit and Risk sub committee's terms of reference and meeting schedule, and has overseen the strict controls on expenditure. His professional finance expertise supports the production of regular financial and risk reports for review by the Board of Trustees.

As we move into 2021-2022 there is no relaxation of controls and we expect to end the current period with our reserves intact, despite the impact of the pandemic.

Two sub-committees of the Board (Audit and Risk and the Development Board) are part of the current structure and report to Trustees. The Audit and Risk Committee members are trustees of the board. Meetings are attended by the Company Secretary and the Managing Director. The Development Board is on hiatus in the current period. It includes BCA stakeholders on a voluntary basis, and a trustee of the BCA attends the meetings. The Development Board has an independent chair.

Outside of the governance structure two committees of external volunteers provide support in their areas. These are:

- Archives Advisory Group, comprising volunteer expert members who give advice of aspects of archive management, collections development and access.
- Friends Committee, comprising volunteer members of BCA's individual giving membership scheme (the Friends Scheme), who lead on administration of the Friends Scheme.

Our collections: touring, online, and in person

We have continued to develop our collections throughout this period, despite the challenges presented by remote working and the national Covid lockdowns. Our primary collecting activity in the lockdown period was 'Document! Black Lives Matter', which is described above.

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We re-opened our venue and research library to in person visitors in between the national lockdowns. Researchers in this period included TV researchers working with Sir Steve McQueen, university students, artists and academics.

We were supported by Historic England to research our object collection and to create an online experience – 'Objects Revealed' – that gave the public and researchers the opportunity to explore the collections from home. Support from the City Bridge Trust and Bloomberg Philanthropies, as part of the London Community Funders' covid response and recovery grants, gave BCA the opportunity to share collections stories and exhibits online via the new digital spaces, bcaexhibits.org and the Bloomberg Connects app. The latter app placed BCA and its collections into the same digital arts space as the London Mithraeum, the Serpentine Gallery, the Guggenheim Museum and more. We created exhibits that explored the history of BCA, the oral history collections and the history of the 1981 Uprisings.

Our archives team developed into the Collections and Research team, with the return of Dr Hannah Ishmael from maternity leave and the retention of Rhoda Boateng as Collections Assistant. We were successful in a grant proposal to the Wellcome Trust to catalogue Melba Wilson's archive and related collections on Black mental health. This project began in April 2021. It includes further work with our Collaborative Doctoral Award student, Kariima Ali. Kariima is a PhD candidate at the University of Roehampton and is placed with BCA as part of a TECHNE funded doctoral research award.

Our archive collections were the foundation for the Black Future Month 2021 (aka October / Black History Month) commissions, supported by Arts Council England. As part of Black Futures Month we worked with three early career curators to present a video series (Re-imagining Care: the Black Womxn's Movement) and a digital residency series featuring five emerging practice Black artists. At least one of the artists, Rhea Dillon, went on to further develop the work they began in this residency.

A grant from Google's Tides Foundation is supporting our work to ensure that our digitised and born-digital collections are preserved and accessible. In winter 2020 we invested in new computer servers and cloud storage. We have been successful in joining the ArchivesSpace diversity partnership cohort. This opportunity gives BCA the scope to make leaps forward in how the public and researchers can find and search our collections online.

Teaching and learning about Black history

Our Learning and Collections Manager, Dr Ayshah Johnston, pivoted the BCA's educational public programme online and remote in response to the national lockdowns.

Adapting to the opportunities of the remote working circumstances, BCA's summer programme 2020 included a transatlantic series of panels, 'Bridging the Atlantic'. Fulbright scholar Daisha Brabham

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collaborated with BCA to produce online panel events on topics as broad as the Black history of fashion in the UK and the US, and Black feminism on both sides of the Atlantic.

Over the summer of 2020 BCA made an opportunity for young creatives to receive mentoring via the Windrush Waves programme. Mentors for the young people were photographer Joy Gregory, Poetic Unity and visual artist Linett Kamala. Linett Kamala's mentee Maya Campbell went on to included win two prestigious art awards (the 2021 New Contemporaries and the 2021 Mead Fellowship). They have agreed to continue their mentor relationship beyond the BCA project.

BCA experimented with online platforms including Zoom and streaming directly to our YouTube channel, gaining audiences from around the world. Highlights include interviews with Sir Steve McQueen, and the Hidden Figures series on the history of Black marketing made in collaboration with WARC.

Our school workshops re-started in autumn 2020 as online sessions for schools. We were supported by Historic England and the City Bridge Trust to work with teachers to map our workshops to the curriculum and to plan for new workshops and modes of delivery.

This year Dr Johnston coordinated and wrote the foreword to BCA's first full colour children's book, 'The Place For Me: Stories of the Windrush Generation' with Scholastic. The work for the book took place in the year ended March 2021, and the book was published in June 2021. It is now stocked in libraries and bookshops (and museum shops) across the UK and online.

Workforce development

BCA closed the financial year in March 2021 with the latest edition of the seminal careers events for people of colour, BCA Pathways. This was the second edition of the careers event, and the first online event (in line with Covid restrictions). The panellists were drawn from across UK culture, including the Executive Director of National Museums Liverpool, Laura Pye, and the Executive Director of Research and Collections at the National Archives, Dr Valerie Johnson. This event is a key plank in BCA's support of workforce development in the wider arts and heritage sector. We have been fortunate to retain and build on the support for this work by the Esmée Fairbairn Foundation (EFF). In this period EFF have supported a three-year workforce development project, 'Seeing Ourselves'. This project includes new partnerships to develop a holistic programme that addresses:

- Aspirations of primary schoolchildren
- Early career avenues to employment
- Meaningful work experience
- Board diversity development for the arts and heritage sector.

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BCA's volunteer workforce is vital to the sustainability of the organisation. The team has never been more important and continues to enrich the experience our visitors have when they visit 1 Windrush Square or through their presence at events. They complement work of the team and in some areas supplement the resource available to support our visitors to our exhibitions, reading room or enquire about our services, for example. Our 80+ volunteers are appointed through an interview process that seeks to match their development interests to the tasks available and undertake training to support them in their work. During the national lockdowns when our venue at 1 Windrush Square was closed to the public. Volunteer engagement was curtailed, but we still managed to offer some online opportunities to volunteers working with our archive collections.

By the end of the year in review BCA had entered a new service arrangement with the HR Dept, who are providing support to review, renew and deliver our HR policies, processes and procedures. This new relationship represents the commitment of the charity to the care and development of our own workers. Recognising that the team at BCA are the ones who deliver and interpret our charitable mission, in the year in review we have had a greater focus on staff wellbeing, professional development opportunities and other training.

In the year in review, BCA's Company Secretary Olakunle Babarinde has represented BCA on the following workforce development group:

School for Social Entrepreneurs National Lottery Heritage Fund: Heritage Trade Up Steering Group.

Our supporters

The Cultural Recovery Fund was essential to the protection of BCA's reserves in this period, supporting essential costs such as salaries and utilities as well as supporting re-opening 1 Windrush Square costs. We are grateful to the following, and others mentioned throughout this report, for their additional support in this period to protect the charity from financial difficulty while also supporting our charitable mission and activities:

Apple
Arts Council England
Bates Wells
BlackRock
Bloomberg Philanthropies
Centre for Synchronous Leadership
City Bridge Trust
CO-RE
Deepmind (for the following financial year)
Direct Line Group
Edelman

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Futurecity
Google (Tides Foundation)
Helen Hayes, MP
Historic England
Hogan Lovells
Idris Elba, OBE
Joint Council for the Welfare of Immigrants (JCWI)
London Borough of Lambeth
Netflix
Niche on Demand
Dr Patrick Vernon, OBE
Paul Hamlyn Foundation
Power to Change fund
Reed Smith
Savannah Group
Warner Music Group Blavatnik Family Foundation Social Justice Fund (for the following financial year)
Wellcome Trust (for the following financial year)

And all of our supporters and donors who are too many to name but to whom we owe a great debt of gratitude.

Our volunteers and staff have been vital to delivering our charitable mission and activities this year. We thank them all.

We were also thankful to be supported by our local parliamentary representative, Helen Hayes MP, who has been an advocate for BCA within Westminster and across Government departments.

Financial Review

The charity's funds increased in the year by £286,302 which has resulted in total funds carried forward of £446,046, including unrestricted funds of £290,713.

BCA is an independent charity, relying on grant income and donations for the majority of its income. The year in review was the second year of a four year unrestricted revenue grant agreement with London Borough of Lambeth, which is confirmed to run from April 2019 to end of March 2023.

In this year we agreed a three year unrestricted revenue grant agreement with the new American foundation, Warner Music Group Blavatnik Family Foundation Social Justice Fund. This grant has its first disbursement in summer 2021.

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Policy on reserves

The Trustees have set a Reserves Policy which takes account of the current analysis of risk, day to day operational expenditure, the volatility of voluntary income and the maintenance of adequate levels of working capital. At the present time, Trustees consider that a minimum of twelve weeks' Unrestricted Expenditure is an appropriate level of Free Reserves cover for BCA to hold.

At 31 March 2021, twelve weeks' Unrestricted Expenditure amounted to £92,000 (2020: £125,000). As shown under Note 16 to the accounts, Free Reserves as at 31 March 2021 were £257,622 (2020: £140,000), representing 34 weeks (2020: 14 weeks) cover.

Remuneration

No staff member was paid more than £60,000 during the year.

With the exception of related party transactions below, no trustee received remuneration in this period.

Risk Management

The Trustees acknowledge the risks inherent in managing the charity and its business model. They are committed to managing risks, with a focus on those that pose a significant threat to BCA's business aims, reputation and financial strength.

The Trustees have created an Audit and Risk Committee (ARC), chaired by the Treasurer, which monitors the risks via the Risk Register. The Chair of the ARC works with the Managing Director to maintain and update the Risk Register, and to present the Register to meetings of the ARC for discussion and review. The Risk Register is a standing item on meetings of the full Board of Trustees.

There are currently 12 key risks on the Risk Register. The risks that are currently assessed as the Primary Risks and Uncertainties are:

- Financial
- Retention of staff

BCA operates in an environment in which its own income generation activity has been severely curtailed by the pandemic, and although we have secured donations and grants that have made up the income shortfall, these have been primarily secured by the efforts of key staff. The trustees recognise that the higher unsolicited donation levels of 2020 are unusual and prompted in part by the Black Lives Matter movement. This level of donations (2021: £188,251, 2020: £33,255) and grants (2021: £685,737, 2020: £491,830) may not be sustainable without further investment in fundraising capacity, or if staff involved in grant applications and relationships management leave the organisation.

The Board of Trustees has also recognised that changes at governance level this year could lead to instability in the operational staff team if not well managed. In the last quarter of this year the new Chair

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31st MARCH 2021**

of Board was not able to stay in post due to external factors. The trustees have created a set of mitigation measures, including using Interim Co-Chairs from the current trustees to bridge the organization through the recruitment of a new chair.

The other key risks listed in the Risk Register are:

Compliance with Charity regulations, Cashflow pain points, Reputation management, Maintenance of our listed building, Safeguarding vulnerable visitors, volunteers and audiences, Inability to develop the archive collections, External Economic (Brexit, post-pandemic recession), HR policies and procedures and Cyber Crime.

Covid 19

With the Covid19 pandemic taking hold towards the end of the preceding financial year, the organisation planned for a safe closure, considered measures needed to safeguard the collections, the building and staff team along with the serious future implications on its finances. The Trustees were fully appraised of measures under consideration to meet Government requirements to reduce transmission of the virus.

The impacts across the organisation were unprecedented, required expenditure and swift action to secure the premises, safeguard the collections whilst putting into place systems to enable staff to work from home. The charity made use of the Job Retention Scheme, Covid response grants, VAT relief and other measures to mitigate the financial and infrastructure impact of the pandemic.

The venue, 1 Windrush Square, was re-opened in autumn 2020, in between the national lockdowns. We drew on capital support from London Borough of Lambeth (re-purposing with permission a 2019 grant) and were grateful for support from Arts Council England for signage and PPE. With these two sources of funded support we could open 1 Windrush Square as a Covid-safe venue, with a covid-safe garden, a one way system, signage and social distanced room capacities among other risk assessed items. The income generation from room hires was stalled in this period as the room capacities were reduced by social distancing, and as the work from home advice from the government was still in force for our potential customers.

The Business Plan, which is to be published in autumn 2021, has been created to account for a slow recovery of BCA's income generating activity. Culture Recovery Fund support and our TNLHF Securing the Future project have both contributed to the creation of this plan by giving BCA access to expert advice, data analysis and benchmarking.

Public benefit

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2011 and that they have considered the Charity Commission's guidance on public benefit in shaping the Charity's objectives and planning future activities.

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31st MARCH 2021**

Structure, Governance and Management

Governing Document

African Peoples Historical Monument Foundation (Black Cultural Archives) Ltd is a company limited by guarantee, without share capital and governed by its Memorandum and Articles of Association dated 12th Oct 1995, as amended on 30 Jan 2017 and amended on 31 Jan 2019.

The company was registered as a charity with the Charity Commission on 28 Nov 1995. The Objects of the Charity are to “promote education in the United Kingdom”. Throughout this annual report the company is referred to as Black Cultural Archives or BCA.

BCA's purpose is to promote education in the United Kingdom, specifically by the operation of the African Peoples Historical Monument Foundation (Black Cultural Archives) and the Heritage Centre as a vehicle for stimulating awareness and understanding of the black presence in British history and contemporary society and to collect and preserve literature, artefacts, records and document accounts relating in any way to the roots and history of black people in Africa, the Caribbean, the United States of America, the United Kingdom and Europe.

Trustees (Directors & Members)

The trustees of BCA for the purposes of charity law are also its directors for the purposes of company law. The trustees are also the only members of the charitable company. Those trustees who served during the period of this review are listed on page 2.

Trustee Indemnity

Trustee indemnity insurance of **£1,000,000** (2020: £1,000,000) is in place through RSA Insurance Company at a cost of £1,493 (2020: £765).

Appointment of Trustees

Trustee appointments are made by the Board of Trustees after open competition. Trustees are given an induction to the Charity and its staff and operations by the Chair, Managing Director and the Board's secretariat.

Fundraising practices and performance

We commit to our fundraising being legal, open, honest and respectful, meeting the standards set in the Fundraising Code of Practice. The charity is aware of the Charities (Protection and Social Investment) Act 2016 and the Trustees support the aims of this legislation. The majority of the charity's voluntary income comes from other charitable bodies. The charity undertakes very little direct fundraising activity

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
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FOR THE YEAR ENDED 31st MARCH 2021**

involving individual donors. The charity considers the origin of unsolicited donations and legacies. The charity does not share or purchase any donor data with or from third parties. In 2020/21 the charity did not receive any funds received due to the work of professional fundraisers. In 2020/21 the charity did not receive any complaints in relation to fundraising or raise any matter with regulators.

Statement of Directors Responsibilities

Company law requires the directors to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net expenditure of the charity for the year. In preparing those financial statements, the trustees are required to:

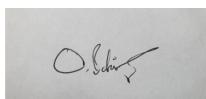
- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue to operate; and
- State whether applicable Accounting Standards have been followed subject to any material departures disclosed and explained in financial statements.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which enable them to ensure that the financial statements comply with the Companies Act 2006 and the provisions of the memorandum and articles of association. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for prevention and detection of fraud and other irregularities.

Statement of disclosure to the auditors

The directors confirm that they have taken appropriate steps to make themselves aware of any relevant audit information and to establish that the auditors are aware of such information. As far as the directors are aware, there is no relevant information which has not been disclosed to the auditors.

Approved by the Directors and signed on their behalf by:



Olakunle Babarinde
(Company Secretary & Interim Co-Chair)



Rukayah Sarumi
(Interim Co-Chair)

**INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF
AFRICAN PEOPLE'S HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED**

Opinion

We have audited the financial statements of the African People's Historical Monument Foundation (Black Cultural Archives) Limited) (the 'charitable company') for the year ended 31st March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of Cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2021 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information.

**INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF
AFRICAN PEOPLE'S HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED (continued)**

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal

**INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF
AFRICAN PEOPLE'S HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED (continued)**

control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- The Charitable Company is required to comply with both company law and charity law and, based on our knowledge of its activities, we identified that the legal requirement to accurately account for restricted funds was of key significance.
- We gained an understanding of how the charitable company complied with its legal and regulatory framework, including the requirement to properly account for restricted funds, through discussions with management and a review of the documented policies, procedures and controls.
- The audit team, which is experienced in the audit of charities, considered the charitable company's susceptibility to material misstatement and how fraud may occur. Our considerations included the risk of management override.
- Our approach was to check that all restricted income was properly identified and separately accounted for and to ensure that only valid and appropriate expenditure was charged to restricted funds. This included reviewing journal adjustments and unusual transactions.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

**INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF
AFRICAN PEOPLE'S HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED (continued)**

Use of our report

This report is made solely to the Charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Charity'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 Charity and the Charity's members as a body, for our audit work, for this report or for the opinion we have formed.

Knox Cropper LLP

Date: 21 December 2021

Simon Goodridge (Senior Statutory Auditor)

For and on behalf of Knox Cropper LLP

Chartered Accountants, Statutory Auditor

65 Leadenhall Street

London

EC3A 2AD

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
STATEMENT OF FINANCIAL ACTIVITIES
(incorporating the Income and Expenditure Account)
FOR THE YEAR ENDED 31st MARCH 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
Income and endowments from:					
Donations	3	509,183	364,805	873,988	570,627
Charitable activities	4	54,038	-	54,038	53,282
Other trading activities	5	7,515	-	7,515	132,246
Investment Income		49	-	49	22
TOTAL INCOME		570,785	364,805	935,590	756,177
Expenditure on:					
Raising Funds	7				
Fundraising Costs		4,691	-	4,691	1,463
Trading Costs		34,232	-	34,232	96,546
Charitable Activities	6	367,678	242,687	610,365	550,614
TOTAL EXPENDITURE	7	406,601	242,687	649,288	648,623
NET INCOME/(EXPENDITURE)		164,184	122,118	286,302	107,554
Gross transfers	15/16/ 17	(14,466)	14,466	-	-
NET MOVEMENT IN FUNDS		149,718	136,584	286,302	107,554
BALANCE BROUGHT FORWARD 1st APRIL 2020		140,995	18,749	159,744	52,190
BALANCE CARRIED FORWARD 31st MARCH 2021	15/16/ 17	£290,713	£155,333	£446,046	£159,744

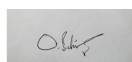
All amounts relate to continuing activities.

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
BALANCE SHEET
AS AT 31st MARCH 2021**

		2021	2020
	Notes	£	£
FIXED ASSETS			
Heritage Assets	11	25,028	25,028
Other Fixed Assets	12	67,000	11,256
		<u>92,028</u>	<u>36,284</u>
CURRENT ASSETS			
Stock		9,451	3,404
Debtors	13	24,033	22,276
Bank and Cash		555,678	140,849
		<u>589,162</u>	<u>166,529</u>
LIABILITIES			
Creditors: Amounts falling due within one year	14	<u>(235,144)</u>	<u>(43,069)</u>
NET CURRENT ASSETS		354,018	123,460
NET ASSETS		<u>£446,046</u>	<u>£159,744</u>
FUNDS			
Unrestricted	16	282,650	140,273
Designated	17	8,063	722
Restricted	15	155,333	18,749
TOTAL FUNDS		<u>£446,046</u>	<u>£159,744</u>

These accounts have been prepared in accordance with the provisions relating to companies subject to the Small Companies Regime within Part 15 of the Companies Act 2006.

The financial statements were approved by the Directors on 2021-12-20 2021.



Rukayah Sarumi

Olakunle Babarinde
(Company Secretary & Interim Co-Chair)

Rukayah Sarumi
(Interim Co-Chair)

Company registered number 3113148
Charity registered number 1051087

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31st MARCH 2021**

	2021 £	2020 £
OPERATING ACTIVITIES		
<i>Net income/(expenditure) for the reporting period</i>	286,302	107,554
<i>Depreciation charge</i>	4,754	721
<i>Investment income</i>	(49)	(22)
<i>(Increase)/decrease in debtors</i>	(1,757)	(2,466)
<i>Increase/(decrease) in creditors</i>	192,075	(64,604)
<i>(Increase)/decrease in stock</i>	(6,047)	(1,507)
Net cash provided by/(used in) operating activities	<u>475,278</u>	<u>39,676</u>
INVESTING ACTIVITIES		
Purchase of tangible fixed assets	(60,498)	(10,534)
Investment income	49	22
Net cash provided by/(used in) investing activities	<u>(60,449)</u>	<u>(10,512)</u>
Change in cash and cash equivalents in the reporting period	414,829	29,164
Cash and cash equivalents at the beginning of the reporting period	<u>140,849</u>	<u>111,685</u>
Cash and cash equivalents at the end of the reporting period	<u>555,678</u>	<u>140,849</u>

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**

1. ACCOUNTING

(a) Basis of Accounting

The financial statements are prepared under the historical cost convention with the exception of donated heritage assets which are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland (Charities SORP (FRS 102 second edition – effective from January 2019)), applicable UK accounting standards and the Companies Act 2006.

The charity is a public entity as defined by FRS102.

The principal accounting policies adopted in the preparation of the financial statements are set out below:

(b) Going Concern

As set out in note 2, the trustees have assessed whether the use of the going concern assumption is appropriate in preparing these financial statements. The trustees have made this assessment in respect to a period of one year from the date of approval of these financial statements.

The trustees of the charity have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern.

(c) Tangible Fixed Assets and Depreciation

All fixed asset additions whose costs exceed £500 are capitalised at historic cost. Provision is made for depreciation on tangible fixed assets, at rates calculated to write off the cost or valuation less estimated residual value of each asset over its expected useful life.

Office Equipment (over three years)

Fixtures and Fittings (over three years)

Catering Equipment (over three years)

Assets under construction are not depreciated until the asset is brought into use.

(d) Funds

Unrestricted funds are donations and other incoming resources received or generated and can be used at the discretion of the directors for charitable purposes. Designated funds are unrestricted funds that have been set aside by Trustees to be used for a particular purpose. Restricted funds comprise funds received for specific programmes and activities, as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

(e) Charitable Expenditure

Charitable expenditure comprises direct expenditure attributable to the charitable objectives or activities. Where costs cannot be attributed, they have been apportioned to charitable objectives or activities, according to the time or resources applied to each (Note 7).

(f) Costs of Generating Funds

The costs of generating funds consist of costs incurred on events and activities and an apportionment of overhead and support costs (Note 7).

(g) Governance Costs

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit together with an apportionment of overhead and support costs (Note 7).

(h) Income

Revenue grants are credited to incoming resources on the earlier of when they are received or when they become receivable, unless they relate to a specified future period, in which case they are deferred.

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**

Capital grants for the purchase of fixed assets are credited to restricted incoming resources on the earlier of when they are received or become receivable. Depreciation on the related fixed assets is charged against the restricted fund. All other incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

(i) Heritage Assets

Heritage assets are stated at cost of acquisition or, where a reasonable valuation is available, at value, when they are donated.

(j) Benefits in Kind

Donated staff and services are brought into account at the value to the charity which equates to the cost to the provider.

2. GOING CONCERN

The trustees of the charity have assessed whether the use of the going concern assumption is appropriate in preparing these financial statements. The trustees have made this assessment in respect to a period of one year from the date of approval of these financial statements.

The trustees have concluded that, the charity having successfully contained the effects of the Covid-19 pandemic through continuing effective management action, the charity's cash flow position has been strengthened through fundraising efforts that have significantly increased the charity's profile and funding partnerships.

BCA's long-term viability is premised on its 2030 Vision which sets out the charity's strategies for delivering on its long-term Business Plan. This, together with the continuing support of its core funders, demonstrates that the charity will continue as a going concern. The trustees are, therefore, confident that the charity will have sufficient resources to meet its liabilities as they fall due.

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**

3. VOLUNTARY INCOME

	Unrestricted	Restricted	Total 2021	Total 2020
	£	£	£	£
London Borough of Lambeth				
Notional Rent	9,000	-	9,000	18,000
Revenue Grant	99,960	-	99,960	380,000
Windrush surgeries	-	-	-	9,649
Capital Grant	-	70,000	70,000	25,000
Other	28,783	-	28,783	2,785
Esmee Fairbairn Foundation	54,000	28,179	82,179	30,600
DCMS Culture Recovery Fund	-	81,000	81,000	-
National Lottery Heritage Fund	-	49,500	49,500	-
Paul Hamlyn Foundation	-	20,000	20,000	-
Heritage Lottery Fund				
Adamah Project	-	-	-	8,600
Historic England		13,400	13,400	-
Church Urban Foundation	-	-	-	24,846
Bloomberg	15,000	34,526	49,526	15,000
Arts Council England	-	30,000	30,000	-
Power To Change Community Fund	50,000	2,449	52,449	-
City Bridge Trust	-	29,000	29,000	-
The Funding Network	-	-	-	5,000
JCWI Windrush Funds	-	984	984	-
Sponsorship	8,549	-	8,549	30,000
General Donations	188,251	167	188,418	18,397
Job Retention Scheme	55,640	-	55,640	-
Other	-	5,600	5,600	2,750
	<u>£509,183</u>	<u>£364,805</u>	<u>£873,988</u>	<u>£570,627</u>

Included within the London Borough of Lambeth grant are the costs of providing rent free premises up until 30 September 2020.

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**

3. VOLUNTARY INCOME (continued)

	Unrestricted	Restricted	Total 2020	Total 2019
	£	£	£	£
London Borough of Lambeth				
Notional Rent	18,000	-	18,000	18,000
Revenue	380,000	-	380,000	463,750
Windrush surgeries	-	9,649	9,649	-
Capital	-	25,000	25,000	-
Other	-	2,785	2,785	2,909
Esme Fairbairn Foundation	-	30,600	30,600	6,120
Heritage Lottery Fund				
Adamah Project	-	8,600	8,600	-
Church Urban Foundation	-	24,846	24,846	-
Bloomberg	15,000	-	15,000	-
Arts Council England	-	-	-	11,700
Foyle Foundation	-	-	-	20,000
The Funding Network	-	5,000	5,000	
Sponsorship	30,000	-	30,000	16,946
General Donations	17,855	542	18,397	58,914
Other	-	2,750	2,750	30,000
	<u>£460,855</u>	<u>£109,772</u>	<u>£570,627</u>	<u>£628,339</u>

4. CHARITABLE ACTIVITIES

	Total 2021	Total 2020
	£	£
Workshops and Courses	35,175	24,075
Exhibitions and Collections	18,499	27,012
Other	364	2,195
	<u>£54,038</u>	<u>£53,282</u>

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**

5. OTHER TRADING ACTIVITIES

	Total 2021	Total 2020
	£	£
Café Income	-	43,985
Shop Income	1,001	28,928
Room Hire	6,514	59,333
	<u>£7,515</u>	<u>£132,246</u>

6. ANALYSIS OF CHARITABLE ACTIVITIES

	Undertaken Direct	Support Costs	2021	2020
	£	£	£	£
Windrush Square	251,932			
Other charitable activities	94,150			
	<u>346,082</u>	<u>267,283</u>	<u>£610,365</u>	<u>£550,614</u>

	Undertaken Direct	Support Costs	2020	2019
	£	£	£	£
Windrush Square	65,895			
Other charitable activities	117,638			
	<u>183,533</u>	<u>367,081</u>	<u>£550,614</u>	<u>£642,368</u>

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**

7. TOTAL EXPENDITURE

	Windrush Square	Learning	Collections	Fundraising	Trading	Governance	Support	2021
	£	£	£	£	£	£	£	£
DIRECTLY INCURRED								
Payroll Costs	72,926	40,839	43,756	-	16,193	-	133,021	306,735
Programme Costs	105,606	3,600	-	-	-	-	-	109,206
Trading	-	-	-	-	18,039	-	-	18,039
Office Costs	-	-	-	-	-	-	14,351	14,351
Building Operation	68,646	-	5,955	-	-	-	-	74,601
Marketing	-	-	-	-	-	-	40,329	40,329
IT Infrastructure	-	-	-	-	-	-	29,635	29,635
Finance and Legal	-	-	-	-	-	4,550	25,151	29,701
Other Costs	4,754	-	-	4,691	-	-	17,246	26,691
Total Resources Expended	£251,932	£44,439	£49,711	£4,691	£34,232	£4,550	£259,733	£649,288

Support costs represent the allocation of overhead costs which are not directly attributable to particular charitable activities (see Accounting Policy note 1e)

As a result of changes at the charity, the cost allocation model was reviewed at the start of the year and the new policy based on the current staffing and structure was applied for the current year. The figures for the prior year, as set out on the following page, have not been revised as they reflect the structure and staffing that was then in place.

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**

7. TOTAL EXPENDITURE (continued)

	Windrush Square	Learning	Collections	Fundraising	Trading	Governance	2020	2019
	£	£	£	£	£	£	£	£
DIRECTLY INCURRED								
Payroll Costs	-	27,706	62,765	-	38,890	-	129,361	151,264
Archive and Collections	37,371	-	24,914	-	-	-	62,285	54,105
Trading	-	-	-	-	57,656	-	57,656	36,168
Other Staff Costs	1,608	-	-	-	-	-	1,608	8,099
Programme Costs	3,381	2,253	-	-	-	-	5,634	16,232
Fundraising	-	-	-	1,463	-	-	1,463	13,169
Marketing	17,753	-	-	-	-	-	17,753	10,659
IT Infrastructure	5,782	-	-	-	-	-	5,782	25,057
	65,895	29,959	87,679	1,463	96,546	-	281,542	314,753
SUPPORT COSTS								
Staff Costs	145,944	570	1,138	-	-	-	147,652	151,806
Other Costs	156,372	19,767	39,535	-	-	-	215,674	252,784
Finance and Legal	-	-	-	-	-	535	535	6,035
Audit	-	-	-	-	-	3,220	3,220	5,400
	302,316	20,337	40,673	-	-	3,755	367,081	416,025
Total Resources Expended	£368,211	£50,296	£128,352	£1,463	£96,546	£3,755	£648,623	£730,778

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**

8. STAFF COSTS

	2021	2020
	£	£
Salaries and wages	287,112	258,250
Social security costs	13,164	10,589
Employer pension contributions	4,984	4,951
Other costs	1,475	-
Total staff costs	<u>£306,735</u>	<u>£273,790</u>

The average number of staff employed during the year was 12 (2020: 15).

Key management personnel consisted of two employees: the Managing Director and the Commercial and Visitor Experience Manager.

Total emoluments paid to key management personnel during the year amounted to £75,450 (2020: £80,500).

No employee earned more than £60,000 during the period. No Director received any remuneration during the year (2020: £ Nil).

No directors were reimbursed travel and subsistence expenses during the year (2020: £nil).

9. TAXATION

The African Peoples Historical Monument Foundation (Black Cultural Archives) Ltd is a registered charity and is potentially exempt from taxation in respect of income and capital gains within the categories covered by Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied exclusively to charitable purposes.

10. INCOMING RESOURCES

Net incoming resources for the period are stated after charging:

	Total 2021	Total 2020
	£	£
Auditors' remuneration (excluding VAT)		
Audit	3,950	3,800
Other services	900	500
Depreciation	<u>4,754</u>	<u>721</u>

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**

11. HERITAGE ASSETS

	£
Balance at 1st April 2020	25,028
Balance at 31st March 2021	£25,028

Heritage assets represent private papers from individuals and collections from organisations which lead to a greater understanding of the contribution made to Britain by Black people of African descent. They are held at the charity's premises in Brixton. Significant work has been undertaken by the charity during the year, in maintaining these archives and making them available.

12. FIXED ASSETS

	Office Equipment	Fixtures and Fittings	Catering Equipment	Assets under construction	Total
	£	£	£	£	£
Cost:					
At 1st April 2020	233,092	66,484	2,164	10,534	312,274
Additions	12,095	-	-	48,403	60,498
At 31st March 2021	245,187	66,484	2,164	58,937	372,772
Depreciation:					
At 1st April 2020	233,092	66,484	1,442	-	301,018
Charge for the year	4,032	-	722	-	4,754
At 31st March 2021	237,124	66,484	2,164	-	305,772
Net Book Value at 31st March 2021	£8,063	£-	£-	£58,937	£67,000
Net Book Value at 31st March 2020	£-	£-	£722	£10,534	£722

13. DEBTORS

	2021	2020
	£	£
Other debtors	24,033	22,276
	£24,033	£22,276

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**

14. CREDITORS

	2021	2020
	£	£
Other tax and social security	3,495	484
Other creditors and Accruals	49,492	28,119
Deferred income	182,157	14,466
	<hr/> £235,144 <hr/>	<hr/> £43,069 <hr/>
 Deferred income	 2021	 2020
	£	£
Balance at 1 April	14,466	30,600
Amount released from previous years	(14,466)	(30,600)
Amount deferred in the year: grant income	182,157	14,466
Balance at 31 March	<hr/> £182,157 <hr/>	<hr/> £14,466 <hr/>

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**

15. RESTRICTED FUNDS

	1st April 2020 b/f	Income	Expenditure	Transfers	31st March 2021 c/f
	£	£	£	£	£
Arts Council England	-	30,000	(16,406)	-	13,594
Bloomberg	-	34,526	(32,226)	-	2,300
City Bridge Trust	-	29,000	(5,428)	-	23,572
London Borough of Lambeth					
- Capital grant	10,534	70,000	-	14,466	95,000
DCMS - Cultural Recovery Fund	-	81,000	(81,000)	-	-
Esmee Fairbairn Foundation	8,215	28,179	(30,409)	-	5,985
National Lottery Heritage Fund	-	49,500	(42,456)	-	7,044
Historic England	-	13,400	(13,400)	-	-
JCWI	-	984	(984)	-	-
Paul Hamlyn Foundation	-	20,000	(12,660)	-	7,340
Other restricted donations	-	8,216	(7,718)	-	498
	£18,749	£364,805	£(242,687)	£14,466	£155,333

DESCRIPTION OF RESTRICTED FUNDS

Arts Council England

We received funds from Arts Council England to support Covid safe preparations to re-open the building and to support digital artist residencies.

Bloomberg

We received two grants from Bloomberg in this period. One grant was to enable the creation of digital resources for the Bloomberg Connects application – this work crosses financial years as the national lockdowns restricted access to the heritage collections held in 1 Windrush Square.

The second grant was a Covid recovery support grant via the London Community Response Fund (Wave 2). This was a companion grant to the funds received from City Bridge Trust under the same scheme.

City Bridge Trust

We received two grants (Wave 2, for which funds from Bloomberg were received, Wave 3) via the London Community Response Fund for Covid recovery activities, including setting up remote working for staff and enabling digital programming.

London Borough of Lambeth: Capital Grant

In addition to an unrestricted revenue, capital grants were received in the period.

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**

15. RESTRICTED FUNDS (continued)

DCMS - Culture Recovery Fund

This DCMS fund was received to sustain the reserves of the charity through the pandemic period. The funds received in this period were Round 1 CRF. All funds were spent in this year. We were also successful in securing Round 2 CRF support in the first quarter of 2021-22.

Esmee Fairbairn Foundation

We received both restricted and unrestricted grants from the Esmee Fairbairn Foundation this year. Our restricted grant, 'Seeing Ourselves', is a 36 month project focused on workforce development in the arts and heritage sector. The funds for the next 12 months are released annually but not in sync with our financial year, thus funds released within a financial year are not fully spent within that year.

National Lottery Heritage Fund

Funding was received for a resilience project which included new project staff, staff training and a root and branch review of processes and business planning. The project was named 'Securing the Future of Black British History'. The project end date agreed with the funder is autumn 2022 and so not all funds were spent in the year under review.

Historic England

This grant was received to support the Covid recovery of BCA, including creating new remote visitor experiences and researching and photographing the heritage collections. The pandemic impact meant that the research and photographing of the objects was delayed.

Joint Council for the Welfare of Immigrants (JCWI)

A grant to support the hosting of Windrush Compensation Scheme legal advice surgeries at 1 Windrush Square.

Paul Hamlyn Foundation

We received a grant to develop a podcast series and online conference covering the history of the Windrush scandal and its present day impact.

	1st April 2019 b/f	Income	Expenditure	Transfers	31st March 2020 c/f
	£	£	£	£	£
HLF Adamah Project	8,975	8,600	(17,575)	-	-
Esmee Fairbairn	8,615	30,600	(31,000)	-	8,215
London Borough of Lambeth					
- Capital grant	-	10,534	-	-	10,534
- Windrush Scheme	-	26,900	(26,900)	-	-
Church Urban Foundation	-	24,846	(24,846)	-	-
The Funding Network	-	5,000	(5,000)	-	-
JCWI	-	2,000	(2,000)	-	-
Other restricted donations	-	1,292	(1,292)	-	-
	£17,590	£109,772	£(108,613)	-	£18,749

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**

15. RESTRICTED FUNDS (continued)

DESCRIPTION OF RESTRICTED FUNDS

HLF Adamah Project

Support was received for the project which includes: preservation/conservation of family papers; creation of a display; delivering talks/workshops related to the papers and display; and appointment of a project manager to oversee/deliver the project.

London Borough of Lambeth

Restricted funding from the Council in the year comprised a capital grant and support for the Windrush Compensation Scheme legal advice surgeries hosted at 1 Windrush Square.

Church Urban Foundation

Funds received as a grant to deliver an exhibition, digitisation and learning programme on the history of the Windrush generation. Grant made by the HM Gov Ministry of Housing, Communities and Local Government, funds administered by the Church Urban Foundation.

The Funding Network

A grant to support the hosting of Windrush Compensation Scheme legal advice surgeries at 1 Windrush Square.

16. UNRESTRICTED FUNDS

	1st April 2020 b/f	Income	Expenditure	Transfers	31st March 2021 c/f
Unrestricted Funds	£140,273	£570,785	£(406,601)	£(21,807)	£282,650
	1st April 2019 b/f	Income	Expenditure	Transfers	31st March 2020 c/f
Unrestricted Funds	£33,157	£646,405	£(540,010)	£721	£140,273

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**

17. DESIGNATED FUNDS

	1st April 2020 b/f	Income	Expenditure	Transfers	31st March 2021 c/f
	£	£	£	£	£
Capital Fund	722	-	-	7,341	8,063
	£722	£-	£-	£7,341	£8,063

The capital fund represents total fixed assets purchased with restricted grant funding.

	1st April 2019 b/f	Income	Expenditure	Transfers	31st March 2020 c/f
	£	£	£	£	£
Capital Fund	1,443	-	-	(721)	722
	£1,443	£-	£-	£(721)	£722

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2021
	£	£	£	£
Fixed Assets	25,028	8,063	58,937	92,028
Current Assets	492,766	-	96,396	589,162
Liabilities	(235,144)	-	-	(235,144)
	£282,650	£8,063	£155,333	£446,046

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2020
	£	£	£	£
Fixed Assets	25,028	722	10,534	36,284
Current Assets	158,314	-	8,215	166,529
Liabilities	(43,069)	-	-	(43,069)
	£140,273	£722	£18,749	£159,744

**AFRICAN PEOPLES HISTORICAL MONUMENT FOUNDATION
(BLACK CULTURAL ARCHIVES) LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021**

19. LEASEHOLD PREMISES

The charity has agreed terms with the London Borough of Lambeth for the award of a 99 year lease at a peppercorn rent on premises in Brixton.

20. RELATED PARTY TRANSACTIONS

There were no related party transactions in the year.

21. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds	Restricted Funds	2020 Total
	£	£	£
Income and endowments from:			
Donations	460,855	109,772	570,627
Charitable activities	53,282	-	53,282
Other trading activities	132,246	-	132,246
Investment Income	22	-	22
TOTAL INCOME	<u>646,405</u>	<u>109,772</u>	<u>756,177</u>
Expenditure on:			
Raising Funds			
Fundraising Costs	1,463	-	1,463
Trading Costs	96,546	-	96,546
Charitable Activities	442,001	108,613	550,614
TOTAL EXPENDITURE	<u>540,010</u>	<u>108,613</u>	<u>648,623</u>
NET INCOME/(EXPENDITURE)	106,395	1,159	107,554
Gross Transfers	-	-	-
NET MOVEMENT IN FUNDS	<u>106,395</u>	<u>1,159</u>	<u>107,554</u>
BALANCE BROUGHT FORWARD 1st APRIL 2019	<u>34,600</u>	<u>17,590</u>	<u>52,190</u>
BALANCE CARRIED FORWARD 31st MARCH 2020	<u>£140,995</u>	<u>£18,749</u>	<u>£159,744</u>

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SW2 1EF**

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**Knox Cropper LLP
Chartered Accountants
65 Leadenhall Street
London EC3A 2AD**

Dear Sirs

We confirm, to the best of our knowledge and belief, and having made appropriate enquiries of other trustees and officials of the charitable company, the following representations given to you in connection with your audit of the charitable company's financial statements for the year ended 31st March 2021.

1. GENERAL

We acknowledge as trustees our responsibility under the Companies Act for preparing financial statements which give a true and fair view and for making accurate representations to you. We also acknowledge our responsibility for the design and implementation of internal controls to prevent and detect error and fraud.

2. RECORDS

All the accounting records have been made available to you for the purpose of your audit and all the transactions undertaken by the charitable company have been properly reflected in the accounting records. All other records and related information, including minutes of trustees' meetings, have been made available to you. We confirm that, so far as each director is aware, there is no relevant audit information of which you have not been made aware.

3. GOING CONCERN

We believe that the charitable company's financial statements should be prepared on a going concern basis because the trustees are of the opinion that adequate sources of finance will be forthcoming to allow the Charitable company to continue in operation. In making this statement, the trustees have considered projections to September 2022.

4. LAW AND REGULATIONS

We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which the charitable company conducts its operations. The charitable company has complied with all aspects of contractual and other agreements that could have a material effect on the financial statements in the event of non-compliance. There has been no communication

Charity no. 1051087 Company no. 3113148

with Regulatory Authorities during the year or subsequently concerning non-compliance with financial and regulatory matters.

5. INTERNAL CONTROL

There have been no irregularities or allegations thereof involving trustees, management or employees who have a significant role in internal control or others that could have a material effect on the financial statements.

6. POST-BALANCE SHEET EVENTS

There have been no events since the balance sheet date which necessitate revision of the figures included in the financial statements or inclusion of a note thereto. Should further material events occur, which may necessitate revision of the figures included in the financial statements or inclusion of a note thereto, we will advise you accordingly.

7. CONTINGENT LIABILITIES

We are not aware of any litigation pending at 31st March 2021 or other matters giving rise to potential liabilities which are material in value and where an adverse outcome is probable.

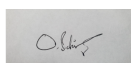
8. LOANS AND ARRANGEMENTS

The Charitable company has not had, nor entered into at any time during the year, any arrangement, transaction or agreement to provide credit facilities for trustees nor to guarantee or provide security for such matters except as disclosed in the financial statements. No remuneration or reimbursement for expenses was paid to the trustees except as disclosed in the financial statements.

9. TRANSACTIONS WITH RELATED PARTIES

We confirm that we have disclosed to you all related party transactions relevant to the charitable company and that we are not aware of further related party matters that require disclosure, other than those already disclosed in the financial statements.

Yours faithfully



Rukayah Saruui

2021-12-20

.....
Signed on behalf of the Board of Trustees

.....
Date

Signature Certificate

Document Ref.: SEVNM-MJ8FA-ECV9X-UVVPY

Document signed by:

	Olakunle Babarinde Verified E-mail: rindegp@gmail.com IP: 94.194.252.183 Date: 20 Dec 2021 16:53:46 UTC	 
	Rukayah Sarumi Verified E-mail: rukayahsarumi@gmail.com IP: 66.159.216.150 Date: 20 Dec 2021 17:09:55 UTC	 
	Simon Goodridge Verified E-mail: simon.goodridge@knoxcropper.com IP: 109.151.70.53 Date: 21 Dec 2021 10:04:39 UTC	 

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21 Dec 2021 10:04:39 UTC

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