



Trustees' Annual Report for the period

| | | | | | | | | | |
|------|--|-------------------|----|------|----|--|-----------------|----|------|
| From | | Period start date | | | To | | Period end date | | |
| | | 01 | 04 | 2022 | | | 31 | 03 | 2023 |

Section A Reference and administration details

| | |
|------------------------------------|---|
| Charity name | Bury Asian Women's Centre |
| Other names charity is known by | BAWC |
| Registered charity number (if any) | 1078253 |
| Charity's principal address | 90 South Cross Street Bury Postcode BL9 0RS |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|-----------------|---------------------|-----------------------------------|---|
| 1 | Farzana Ali | Chairperson | | |
| 2 | Sadaf Adnan | Vice Chairperson | | |
| 3 | Shaista Parveen | Treasurer | | |
| 4 | Afzal Khan | Executive Committee | | |
| 5 | Naseem Farooq | Executive Committee | | |
| 6 | Nazia Mahmood | Executive Committee | | |
| 7 | Safeer Ahmad | Executive Committee | | |
| 8 | Zafar Iqbal | Executive Committee | | |
| 9 | | | | |
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| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

Ayesha Arif -Community Development Director

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Bury Asian Women's Centre adopted its constitution governing document on the 21st January 1999 when the charity was first formed. This was amended on the 5th October 1999 and further amended in 13th February 2008.

How the charity is constituted
(eg. trust, association, company)

Bury Asian Women's Centre became an incorporated Charity on 17th November 1999 and is registered with the Charity Commission under Registration No: 1078253.

Trustee selection methods
(eg. appointed by, elected by)

Any individual who has an interest in supporting and furthering the objects of the charity and wishes to be nominated to the board trustees, can self-nominate, but will need two sponsors who are usually volunteers or other trustees.

The trustees also actively seek to recruit interested people who can contribute to the skills required to manage the Charity and if successful members can be co-opted onto the board/committee. These co-opted members can then be sponsored and elected at each AGM.

The current trustees stand down at each AGM and have to seek re-election.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Charity Trustees for the purpose of charity law are known as members of the Executive Committee. All members of the Executive Committee give their time voluntarily and received no benefit from the charity.

All trustees have an induction meeting and are presented with an induction pack. The trustees attend at least one trustee training or planning day annually.

Bury Asian Women's Centre is managed by its Executive Committee, meeting two times a year. Day to day responsibility for the management of the charity, the provision of services and the supervision of staff, has been delegated to the Community Development Director.

Procedures are in place to ensure compliance with health and safety regulations within the premises occupied by the charity. Risk assessments are carried out under the Health and Safety Regulations to ensure the safety of staff at all times. Procedures are periodically reviewed to ensure they continue to meet the needs of the charity.

Section C Objectives and activities

Summary of the objects of the charity set out in its

The Objects of the Charity are:

"To further the advancement of Asian women in Bury in particular but not

governing document

| |
|---|
| exclusively by: 1) the advancement of their education and that of their families 2) the development health and social care facilities appropriate to their needs 3) the provision of advice and assistance which directly meets the needs of the beneficiaries". |
|---|

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

| |
|--|
| <p>The measures calculated show amazing progress for our service users. This report looks at the achievements of BAWC over the last year as a key provider of services to women in Bury. During this period, the charity was funded by the Big Lottery Fund's Reaching Communities program for its Empowering Women: Inspiring Communities project. The project's aim was for women to have improved health, better living environment, real choice for their future and a greater quality of life.</p> <ul style="list-style-type: none">• An independent advice service providing information, guidance, and support to women on a wide range of issues affecting them. This particularly targeted, but not exclusively, women from minority ethnic backgrounds. Issues addressed included education, housing concerns, welfare rights, legal matters, school selection appeals, health care, domestic abuse, asylum seeker status and relationships. <p>Picking out key statistics, we see that:</p> <ul style="list-style-type: none">• Overall satisfaction averaged 9.08 with 97.1% in the positive domain;• 94.4% reported opportunity to be involved with planning and delivering last year's activities with an average rating of 8.56;• 97.5% reported that the service provided by BAWC meet their needs and interests with an average rating of 8.99;• 97.5% reported that coming to BAWC had improved their self-esteem with an average rating of 8.96;• 97.5% reported that coming to BAWC had improved their ability to make positive choices about their life with an average rating of 8.91;• 97.5% reported that involvement in BAWC activities led to them living a healthier lifestyle with an average rating of 8.78. For those attending relevant courses:• 96.9% said that they helped improve their cooking or healthy living skills with an average rating of 9.21;• 97.5% said that they helped improve their English skills with an average rating of 9.27. <p>Average rating of mental health rose from 3.25 before accessing BAWC services to 8.86 after with those reporting positive mental health rising from 24.8% to 97.5%.</p> <p>Average rating of confidence rose from 3.44 before accessing BAWC services to 8.82 after with those reporting positive confidence rising from 23.6% to 98.1%.</p> <p>Average rating of healthy lifestyle rose from 3.74 before accessing BAWC services to 8.84 after with those reporting healthy lifestyle rising from 24.5% to 96.9%</p> |
|--|

Additional details of objectives and activities (Optional information)

Bury Asian Women's Centre has recruited 5 volunteers this year, who assist us on an ad-hoc basis and are of great assistance.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The project aimed to empower BME Women to be better able to learn, build confidence, skills and enter work.

It looked to do this through building a range of skills with women to give them improved life chances and ability to make positive decisions on the direction they wish their life to take.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Executive Committee has examined the charities need for reserves in light of the main risks to the organisation. The Charity needs reserves to protect its current activities, and to ensure that it continues to operate on a going concern basis. In view of the level of commitment needed to provide reasonable assurance to beneficiaries of the continuation of the charitable services they Depend on; the optimum level of unrestricted reserves would be between 3- and 6-months running costs including salaries. Bury Asian Women's Centre needs to develop a Reserves Policy, which will be reviewed annually. In the interim, Trustees are seeking to generate additional income in order to maintain adequate reserves in the light of potentially reduced level of funding in the future.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

As at 31st March 2023 the charity had a spend of £4100.

It has also been successful in securing funding from Bury Council Small Grants Fund, Bury MBC and Reaching Communities National lottery.

The charity's assets are held for the objects of the charity.

Section F

Other optional information

Our plans for the future remain ambitious and necessarily focus on ensuring the financial sustainability and security of Bury Asian Women's Centre whilst continually reviewing our activity programme to make sure it meets the needs of our members. Reaching out to those women who may not currently use the Centre is also a key objective of the Charity.

Statement of Trustees' Responsibilities:

The trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that period.

In preparing these 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 the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees 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 Charities Act 1993. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Section G

Declaration

The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

| | | |
|-------------------------------------|-------------|--|
| Signature(s) | | |
| Full name(s) | Farzana Ali | |
| Position (eg Secretary, Chair, etc) | Chair | |
| Date | 16/01/2022 | |



| | | | | | |
|--------------------------------|-------------------|----|---------|-----------------|-------|
| Bury Asian Women's Centre | | | 1078253 | | CC16a |
| | | | | | |
| Receipts and payments accounts | | | | | |
| For the period from | Period start date | To | | Period end date | |
| | 01/04/2022 | | | 31/03/2023 | |
| | | | | | |

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|--|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Lottery Funding | - | 34,371 | - | 34,371 | 51,442 |
| Miscellaneous donations/grants | - | 9,953 | - | 9,953 | 22,340 |
| Sundry Income | - | - | - | - | 145 |
| Sub total | - | 44,324 | - | 44,324 | 73,927 |
| Total receipts | - | 44,324 | - | 44,324 | 73,927 |
| A3 Payments | | | | | |
| Salaries | - | 25,780 | - | 25,780 | 32,168 |
| Activities | - | 2,030 | - | 2,030 | 561 |
| Tutors | - | 2,978 | - | 2,978 | 4,064 |
| Postages, printing and stationery | - | 72 | - | 72 | 172 |
| Insurance | - | 645 | - | 645 | 638 |
| Telephone and internet | - | 1,528 | - | 1,528 | 1,131 |
| Planning costs | - | - | - | - | 819 |
| Food etc | - | 1,898 | - | 1,898 | 2,504 |
| Payroll costs | - | 120 | - | 120 | 120 |
| Accountancy | - | 450 | - | 450 | 450 |
| Repairs and maintenance | - | 3,370 | - | 3,370 | 20,607 |
| Donation | - | 2,000 | - | 2,000 | - |
| Equipment expensed | - | - | - | - | 2,515 |
| Website and software costs | - | 332 | - | 332 | 329 |
| Cleaning and welfare | - | 50 | - | 50 | - |
| Motor and travel | - | 1,005 | - | 1,005 | 1,643 |
| Sundry expenses | - | 980 | - | 980 | 2,271 |
| Consultancy re bid | - | 2,500 | - | 2,500 | 2,000 |
| Premises utilities | - | 2,696 | - | 2,696 | 1,074 |
| Sub total | - | 48,434 | - | 48,434 | 73,066 |
| A4 Asset and investment purchases, etc. | - | - | - | - | - |
| Total payments | - | 48,434 | - | 48,434 | 73,066 |
| Net of receipts/(payments) | - | 4,110 | - | 4,110 | 861 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | - | 79,595 | - | 79,595 | 78,734 |
| Cash funds this year end | - | 75,485 | - | 75,485 | 79,595 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|--|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | Bank account | - | 75,485 | - |
| | Cash account | - | - | - |
| | Credit cards | - | - | - |
| | Total cash funds | | - | 75,485 |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| | | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| | Details | | | |
| B2 Other monetary assets | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | | | |
| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| B3 Investment assets | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | | |
| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| B4 Assets retained for the charity's own use | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | | |
| | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| B5 Liabilities | Accountancy 2022 | restricted | 450 | |
| | Accountancy 2023 | restricted | 450 | |
| | | | - | |
| | | | - | |
| | | | - | |
| Signed by one or two trustees on behalf of all the trustees | Signature | | Print Name | Date of approval |
| | | | | |
| | | | | |



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

BURY ASIAN WOMEN'S CENTRE

**On accounts for the year
ended**

31 MARCH 2023

**Charity no
(if any)**

1078253

Set out on pages

On the attached pages

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement**

My examination was carried out in accordance with 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent
examiner's statement**

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

Signed:

Date:

Name:

S J McDonald B.Sc., ICPA

**Relevant professional
qualification(s) or body
(if any):**

Independent Certified Practising Accountants

| | |
|----------|------------------------------------|
| Address: | Station Chambers, 36 Bolton Street |
| | Bury, Lancs |
| | BL9 0LL |

| | |
|-----------|------------|
| Section B | Disclosure |
|-----------|------------|

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

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|----------------|
| None to report |
|----------------|