

Surrey Minority Ethnic Forum LTD

2025

Report and Financial Statements

Company Registration No.
8350097 Registered Charity
No. 1153956



for the year ending the 31st March 2025.

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for the year ending the 31st March 2025

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Surrey Minority Ethnic Forum

ANNUAL REPORT OF THE TRUSTEES

for the year ending the 31st March 2025

Reference and Administration Details

Name of Charity	Surrey Minority Ethnic Forum Ltd
Charity registration number	1153956
Date Registered	25th September 2013
Company Registration No.	8350097
Date registered:	7th January 2013

Principal Address

Astolat
Coniers Way, New Inn Lane
Burpham
Guildford
Surrey
GU4 7HL

Names of Trustees/ Directors

Neelam Devesher MBE DL	Chair
Ajibha Judi Linney MBE	
Thomas Dunkley	Treasurer
Sunil Amar	
Hayet Shahrezaey	
David Munro	
Professor Aftab Ala	
Tekbahadur Gurung	
Elizabeth Tinsley	

Independent Examiner

The Accounting Crew Limited

This annual report is prepared to meet the requirements of the directors' report and accounts as required by company law.

Surrey Minority Ethnic Forum

ANNUAL REPORT OF THE TRUSTEES (cont'd)

Our Charitable Objective

To help black and minoritised ethnic communities of Surrey integrate socially and to help raise their voice on their needs and aspirations. As a race equality charity, SMEF aims to address inequity in all aspects of life including health, housing, employment, education and cultural services.

Our Impact

It is with great pride and heartfelt appreciation that I present the Chair's Report for 2024–2025. This year has been one of remarkable growth, resilience, and collaboration for the Surrey Minority Ethnic Forum (SMEF).

We continue to stand as a vital voice and advocate for Surrey's ethnically diverse communities.

Despite a challenging social and economic climate, SMEF has remained a beacon of support and connection—building bridges between communities and the health, social care, faith groups, and statutory systems that serve them. Our strong commitment to co-production, cultural competence, and leadership grounded in lived experience has strengthened Surrey's community fabric.

At the start of this year, the CEO and I agreed that her focus would be on strengthening organisational culture, improving project quality, enhancing fundraising, and building lasting partnerships across the county.

As a result, under the CEO's leadership, SMEF has made significant progress in creating a positive, supportive workplace culture prioritising staff wellbeing, development, and collaboration between staff, ambassadors, and trustees. Fundraising is embedded, empowering the staff teams to expand existing programmes and confidently introduce new initiatives.

We have adopted a full-cost recovery approach to budgeting for projects, ensuring that our fundraising targets are realistic and that we deliver high-quality programmes for the benefit of our communities, funders, and staff.

Services have improved through comprehensive reviews of processes, introducing new templates and feedback systems to help improve staff efficiency.

Cross-team collaboration has been nurtured through organisational meetings, team events, and focused communication strategies, creating a creative and open environment that enriches our company culture.

To amplify the voices of diverse and often underrepresented communities, we completed five targeted needs assessments with our communities, and reaching specific groups such as taxi drivers. We have been planning more assessments to take place in the next few months with LGBTQ+ individuals, older people in care homes, multigenerational families, young people online, and the Gypsy, Roma, and Traveller (GRT) communities.

These steps have brought greater stability to SMEF, enabling staff and managers to build on existing projects and launch exciting new programmes, as highlighted throughout this report.

Health and Wellbeing Programmes

Our health and wellbeing initiatives have grown impressively from 8 to 11 projects, securing nearly £450,000 in funding. These programmes offer culturally sensitive, trauma-informed support across Surrey, tackling critical health inequities.

- Baby Steps supported over 75 women facing multiple disadvantages, helping reduce social isolation and improve mental health.
- NHS Core20PLUS5 Community Connectors reached over 180 participants, delivering diabetes education, vaccination awareness, and health navigation to help prevent avoidable emergency visits.
- Mental Health Outreach engaged 90+ people to reduce stigma and barriers around mental health services.
- Spectrum Support Parent Champions trained 6 carers and supported 170+ families to improve autism awareness and access.
- Other projects included Healing Through Food (supporting cancer survivors), Speaking for Ourselves (peer-led research influencing service design), Smoke Free Research (improving cessation services for ethnic minority smokers), Marie Curie Life Café sessions on end-of-life care, Royal Surrey Hospital NIHR engagement events, and cultural awareness training delivered to nearly 300 professionals across health and social care.

Together, these programmes directly supported over 1,000 individuals and indirectly reached up to 4,800 people.

The Trust Project

Dedicated to survivors of domestic abuse, the Trust Project provided support to sixty-nine survivors through monthly peer support groups and enhanced client services based on the 'Save Lives' framework. It also contributed to system-level advocacy to improve responsiveness across agencies.

This trauma-informed, survivor-led approach has generated considerable social value in public service cost savings across health, criminal justice, social care, and mental health sectors.

Surrey Faith Links

Surrey Faith Links (SFL) has played a key role in promoting interfaith dialogue, community cohesion, and social action in Surrey. In 2024–2025, SFL organised thirty events engaging over seven hundred participants, with an estimated indirect reach of over two thousand people through community conversations and social media.

- Faiths in Harmony, a unifying event with music and talks attended by over 80 people.
- Launch of the Jewish-Muslim Forum, fostering meaningful relationships amid challenging geopolitical times and coordinating community food donations.
- Community engagement pilots in Woking tackling hate crime, substance misuse, and safety in partnership with local authorities and emergency services.
- Environmental stewardship projects such as Horsell Common Conservation and the faith-led Branches of Hope eco-awareness initiative.
- Public events promoting peace, including the International Day of Peace, and faith awareness talks enhancing Equality, Diversity, and Inclusion (EDI) within council staff.

Surrey Minority Ethnic Forum

ANNUAL REPORT OF THE TRUSTEES (cont'd)

- Strategic development of the Surrey Interfaith Forum strategy and recruitment of new interfaith representatives.
- Delivery of EDI training and faith awareness sessions at various council events.

These efforts strengthen social cohesion, reduce community tensions, and contribute social value to public sector services through prevention and early intervention.

Membership and Capacity Building

SMEF's membership grew this year, welcoming four new full members and three associate members. Capacity-building support included assisting member groups with Charitable Incorporated Organisation (CIO) applications to enhance their sustainability and funding prospects.

Two member groups were shortlisted for the prestigious King's Award for Voluntary Service, a testament to SMEF's high standards of community impact. Grant funding workshops, delivered in partnership with the Community Foundation for Surrey, helped member groups secure over £18,000 in successful applications.

Our collaboration with Surrey Hills through the *Growing Together* project promoted ethnic minority community participation in Surrey's heritage and environmental initiatives.

Community Voice & Hate Crime Partnership

In response to the 2024 summer disturbances, SMEF engaged all eighty member groups to provide reassurance, counter misinformation, and promote *Operation Skylark*, encouraging community vigilance.

The Hate Crime Conference, attended by over eighty participants, featured powerful testimonies that galvanized collaboration among organisations tackling hate crime. The Hate Crime Scrutiny Panel expanded with five new volunteers, including four from the LGBTQIA+ community, strengthening community oversight of police case reviews.

SMEF led a needs-based assessment with taxi drivers to raise their concerns around hate crime and safety directly with Surrey Police and Surrey County Council. Ongoing partnerships through the Community Cohesion and Oak Review groups continue to embed SMEF's influence in hate crime strategies.

Importantly, these efforts have helped increase trust in Surrey Police, reflected in a rise in hate crime reporting—a vital step towards safer communities.

Engagement with Marginalised Communities

Recognising the historical marginalisation of Gypsy, Roma, Traveller (GRT) and LGBTQIA+ communities, SMEF has intensified outreach efforts to build trust, amplify voices, and identify unmet needs. Through partnerships and tailored engagement, we work to reduce isolation and ensure these communities receive appropriate support.

Community Events and Celebrations

Our community events have been vital in promoting unity and celebrating diversity.

- **Surrey Day** brought together diverse communities with music, dance, and cultural performances, attracting over 55 attendees and receiving positive feedback.
- The annual **SMEF Celebrations** event welcomed over 100 community members, fostering fellowship and raising awareness of local ethnic minority organisations.

Household Support Fund

Through the Household Support Fund, SMEF distributed £56,000 to 324 households from various ethnic backgrounds including African, South Asian, Latin American, and Eastern European communities. This financial assistance provided both practical relief and emotional support during difficult times and was deeply appreciated by recipients and partner organisations alike.

Communications and Outreach

SMEF saw consistent growth across communication platforms such as LinkedIn and Facebook, enhancing our visibility and engagement with both professional and community audiences. Improvements in communications planning, including detailed event checklists and mini communication strategies, have strengthened our ability to promote our work effectively.

Organisational Development

This year, we improved operational efficiency and governance by moving the AGM online for greater accessibility and advancing the implementation of Salesforce to streamline data and relationship management.

Looking Ahead

With a total fundraising achievement approaching £607k—SMEF is well-positioned to build on this year's successes.

Our continued focus on organisational development, strategic partnerships, and community-led initiatives will ensure that SMEF remains a powerful, trusted voice for Surrey's ethnically diverse communities.

I extend my deepest thanks to SMEF's staff, volunteers, trustees, partners, and especially the communities who entrust us to represent and support them. Your dedication and collaboration are the foundation of everything we achieve together.

As Chair, I am inspired daily by the passion and resilience of the people and communities we serve. Together, we are shaping a Surrey where inclusion is lived every day, and all our communities and localities can thrive.

Thank you for your ongoing support and commitment to this vital work.

Surrey Minority Ethnic Forum

ANNUAL REPORT OF THE TRUSTEES (cont'd)

Financial review

The past year saw a continued scale up in activity for SMEF, we have investment from both our existing and new funders and now have a range of longer term grants which secures SMEF's sustainability in the medium term.

During 24/25 SMEF received 49% more income which is indicative of the focus in strengthening organizational culture, improving project quality, enhancing fundraising, and building lasting partnerships across the county. Following the embedding of the new CEO, SMEF feels confident it can continue to diversify its income streams to increase income received in future years.

Reserves are needed to bridge the gap between the spending and receiving of income to cover unplanned expenditure, and also to provide opportunities for investment in new activities. Our reserves policy gives the ideal range for reserves of between 3 and 12 months operating costs. As at the end of March 2024 this range was £120k-£480k based on the year's performance and so the closing balance of £460k which is within this range.

SMEF has an excellent track record and reputation for high quality delivery and has extensive reach into the minority ethnic communities living and working in the county. We continue to have funding applications in the pipeline and we have received positive feedback.

My Trustee Board, CEO and I are extremely confident that SMEF can further diversify its funding streams to increase income it receives in future year.

Structure, Governance and Management

The Charity is constituted as a Company limited by Guarantee and is therefore governed by its Memorandum & Articles of Association.

The Directors of the Company are also Trustees of the Charity.

Eligibility for membership of the Charity and membership of the Board of Trustees is governed by the Memorandum & Articles of Association.

There are no restrictions on the operation of the Charity or on its investment powers, other than those imposed by general Charity law.

Trustees are appointed in consultation with the members of SMEF, and given a formal induction by the Chair of the Board.

Statement of responsibilities of the Trustees

The Charities and the Companies Acts require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:-

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- 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 charitable company will not continue on that basis.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with both charity and company law. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are also responsible for the contents of the Trustees' report, and the responsibility of the independent examiner in relation to the Trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.



Neelam Deveshwar DL
Chair
Surrey Minority Ethnic Forum

Surrey Minority Ethnic Forum



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name

Surrey Minority Ethnic Forum LTD

On accounts for the year ended

31st March 2025

Charity no
(if any)

1153956

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

08/10/2025

Name:

Rowan Keyte

Relevant professional qualification(s) or body

Certified Public Accountants Association

IER

1

Oct 2018

Surrey Minority Ethnic Forum

(if any):

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Address:

Office Suite 3, Shrieves Walk

Stratford upon Avon

CV37 6GJ

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

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Surrey Minority Ethnic Forum

Statement of Financial Activities for the year ending the 31st March 2025 including the Income and Expenditure account

	Notes	Unrestricted Funds £	Restricted Funds £	2025 Total £	Unrestricted Funds £	Restricted Funds £	2024 Total £
Income from:							
Charitable activities		31,582	575,668	607,250	177	405,735	405,912
Donations				-	915		915
Total		<u>31,582</u>	<u>575,668</u>	<u>607,250</u>	<u>1,092</u>	<u>405,735</u>	<u>406,827</u>
Expenditure on:							
Charitable Activities							
Community engagement and events	2	14,505	465,564	480,069	11,441	546,798	558,240
Total		<u>14,505</u>	<u>465,564</u>	<u>480,069</u>	<u>11,441</u>	<u>546,798</u>	<u>558,240</u>
Net Income/(Expenditure)		17,077	110,104	127,181	(10,349)	- 141,063	(151,412)
Transfers between funds		(15,545)	15,545	-	-	-	-
Total Funds brought forward at the 1st April		131,876	201,347	333,223	142,225	342,410	484,635
Total Funds carried forward at the 31st March	5	<u>133,408</u>	<u>326,996</u>	<u>460,404</u>	<u>131,876</u>	<u>201,347</u>	<u>333,223</u>

Surrey Minority Ethnic Forum

Balance Sheet at 31st March 2025

	Notes	2025 £	2024 £
Current Assets			
Debtors	6	6,496	11,147
Cash at bank and in hand		<u>479,947</u>	<u>360,000</u>
		<u>486,443</u>	<u>371,146</u>
Liabilities			
Creditors: Amounts falling due within one year	7	18,429	37,924
Creditors: Amounts held on behalf of members	11	<u>7,610</u>	<u>-</u>
Net Current assets		<u>460,404</u>	<u>333,223</u>
Total Assets less Current Liabilities		<u>460,404</u>	<u>333,223</u>
Total Net Assets		<u>460,404</u>	<u>333,223</u>
The funds of the charity:			
Unrestricted Funds		133,408	131,876
Restricted Funds		<u>326,996</u>	<u>201,347</u>
Total Funds	5	<u>460,404</u>	<u>333,223</u>

The directors are satisfied that for the financial year ended 31st March 2024 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006 and under section 144 of the Charities Act 2011.

Under section 145 of the Charities Act 2011 the accounts have been examined by an independent examiner, whose report appears on page 5.

The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect of accounting records and for the preparation of accounts.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008, revised July 2014).

The financial statements were approved by the Board of Trustees on 28 Nov 2023 and

were signed on its behalf by:



Thomas Dunkley (Co-Treasurer)

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Surrey Minority Ethnic Forum

Notes to the Financial Statements for the year ending the 31st March 2025

1. Accounting Policies

Basis of Preparation

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE), effective April 2008, revised July 2014, and all other applicable accounting standards, as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales (revised July 2014). The accounts have been prepared in accordance with the provisions of the Charity (Accounts and Reports) Regulations 2008 and the Companies Act 2006.

Cash flow exemption

Exemption has been taken from preparing a cash flow statement on the grounds that the Charity qualifies as a small company.

Fund Accounting

Restricted Funds is money received which has been earmarked for a specific purpose by the donor or which has been raised by the charity for particular purposes. This includes both specific costs of delivering the work, and a proportion of the overheads costs, which are general administration and office management expenses related to the charity as a whole.

Unrestricted Funds is money available for any purpose agreed by the trustees within the general objectives of the charity and which have not been designated for any other purpose.

Income

All incoming resources are included in the Statement of Financial Activities where the Charity is entitled to the income and the amount can be quantified with reasonable accuracy.

Expenditure

All expenditure is accounted for on an accruals basis; which means the date the expense relates to, rather than when the payment was made.

Measurement of Financial Assets & Liabilities

All debtors, creditors and financial instruments are measured at amortised cost; which means, the original value less any amounts paid.

Pension

SMEF operates an auto-enrolment pension scheme with Nest. This benefit is extended to all employees who wish to join. The scheme commenced during 2017/18 in line with our staging date.

Taxation

The charity does not incur any corporation tax on its charitable activities.

VAT

The charity does not have any income subject to VAT.

Reserves policy

Unrestricted reserves are regularly reviewed by the trustees to ensure they are sufficient to meet existing commitments and cover any expenses already committed or in the event that the Charity is wound up.

2. Analysis of expenditure on charitable activities

			2025	2024
	Unrestricted	Restricted	Total	Total
Direct expenditure (note 3)	(36,460)	465,433	428,973	496,802
Support costs (office and admin costs)	44,770	131	44,902	48,396
Governance (note 4)	6,195	-	6,195	13,041
Community engagement and events	14,505	465,564	480,069	558,240

Of the total expenditure in 2024/25 £465,564 was restricted funds and £14,505 was unrestricted funds

Surrey Minority Ethnic Forum

Notes to the Financial Statements for the year ending the 31st March 2025

			2025	2024
3. Analysis of direct expenditure	Unrestricted	Restricted	Total	Total
Staff costs (note 8)	79,536	266,648	346,184	414,801
Facilitators fees/expenses		4,603	4,603	1,668
Meeting costs		2,541	2,541	27,151
Grants	300	66,120	66,420	50,650
Management Expenses	- 117,053	117,053	-	-
Other	756	8,468	9,224	2,532
	- 36,460	465,433	428,973	496,802

4. Governance costs			2025	2024
Staff costs			5,740	11,958
Independent Examiner's Report			420	360
Annual return			35	723
			6,195	13,041

5. Funds

These represent specific grants from supporters towards various programmes undertaken by Surrey Minority Ethnic Forum. The amounts carried forward

	Balance 1.4.2024 £	Income £	Expenditure £	Transfer between funds	Balance 31.3.2025 £
Unrestricted Funds	131,876	31,582	14,505	15,545	133,408
Restricted Funds					
Office of the Police & Crime Commissioner for Surrey - Active Communities	40,174		-	40,174 -	0
Community Foundation - Being Ourselves/MWG/Diwali	886		-	886 -	0
Community Foundation - Capacity Building	37,717			37,717	0
UK Community Foundations - BAME Infrastructure Fund	51,420		51,140	280 -	0
Mixed Funding - Health & Race	49,558	299,964	161,211		188,311
The National Lottery - Many Hands	24,650	110,749	10,289		125,110
Independent Mental Health Network - Mental Health Survey	9,979		9,979		0
Surrey County Council - Household Support	- 7,759	70,000	70,000 -	7,759 -	0
Liase Project	2,016		5,493 -	3,477 -	0
Office of the Police & Crime Commissioner for Surrey - SMEF Trust Project	46,742	50,186	72,009		24,919
Surrey County Council - Surrey Faith Links	- 10,728	38,799	39,415	-	11,344
Let's Create	- 1,246		-	1,246	-
Perinatal Equity	40,058		40,058		0
	201,347	575,668	465,564 -	15,545	326,996
Total Funds	333,223	607,250	480,069	-	460,404

Surrey Minority Ethnic Forum

Notes to the Financial Statements for the year ending the 31st March 2025

Comparative information for the movement in funds in the previous year is as follows:

	Balance 1.4.2023 £	Income £	Expenditure £	Transfer between funds	Balance 31.3.2024 £
Unrestricted Funds	142,225	1,092	11,441	-	131,876
Restricted Funds					
Office of the Police & Crime Commissioner for Surrey - Active Communities	-	-	40,174	-	40,174
Community Foundation - Being Ourselves/MWG/Diwali -	914	12,750	12,722	-	886
Community Foundation - Capacity Building	22,028	27,038	11,348		37,717
UK Community Foundations - BAME Infrastructure Fund	36,059	80,000	64,639		51,420
Mixed Funding - Health & Race	114,971	12,030	77,443		49,558
The National Lottery - Many Hands	70,162	-	45,512		24,650
Independent Mental Health Network - Mental Health Survey	20,128	38,400	48,549		9,979
Surrey County Council - Household Support	-	5,709	62,050	-	7,759
Liase Project	-	29,241	27,225		2,016
Office of the Police & Crime Commissioner for Surrey - SMEF Trust Project	11,708	94,476	59,441		46,742
Surrey County Council - Surrey Faith Links	-	2,434	47,094	-	10,728
Let's Create	-	1,246		-	1,246
Perinatal Equity	77,657	13,000	50,599		40,058
	342,410	405,735	546,798	-	201,347
Total Funds	484,635	406,827	558,240	-	333,223

Notes to the Financial Statements for the year ending the 31st March 2025

6. Debtors

	2025	2024
Debtors	6,496	11,147
	6,496	11,147

7. Creditors - amounts falling due within one year

	2025	2024
Deferred Income		24,601
Creditors	17,974	12,950
Accruals	455	373
	18,429	37,924

8. Staff costs

	2025	2024
Salaries	314,916	381,202
Employers Pension	15,235	18,429
Employers NI	21,773	27,129
	351,924	426,760

The average Head count in the year
No employees received emoluments of more than £60,000

11.9 **15.2**

9. Trustee remuneration

	2025	2024
Reimbursement of trustee travel costs (2025: 3 people)	2,192	1,533
	2,192	1,533

10. Related party declaration and conflict of interest

There were no related party transactions to declare during the financial year 24/25

11. Amounts held on behalf of members

SMEF supports its members in many ways, one of which has been holding cash on behalf of members who do not have a designated bank account for their group, allowing them to access funding from donors they would otherwise not be eligible for.

	2025	2024
Camberley Nepali Society	7,610	-
	7,610	-