



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 01	Month Sep	Year 2020		Day 01	Month Aug	Year 2021

## Section A Reference and administration details

Charity name

YOUR VOICE

Other names charity is known by

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Registered charity number (if any)

1154942

120 ELTON AVENUE

GREENFORD

MIDDLESEX

Postcode

UB6 0PR

### 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)
2	Alia Ahmad			
3	Bruna Mata			
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
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)

Volunteer - Noor Jhan Butt and Ornela Ruci – Chief Executive

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	<p>CIO voting members are Trustees only.</p> <p>Trustees set up a working group to develop a constitution and working group presents constitution to the committee.</p> <p>Trustees and working group provides amendments and comments forward. The Amendments are made to the constitution by the working group, once agreed the constitution is adopted. Trustees sign and date constitution.</p>
Trustee selection methods (eg. appointed by, elected by)	<p>Potential Trustees have been recruited through:-</p> <ul style="list-style-type: none"> <li>• Recommendation</li> <li>• Referral from a recruiting organisation such as Community Voluntary Sector.</li> <li>• Self-Referral</li> </ul> <p>Trustees are introduced to the Charity by the CEO and given an overview of the organisation from an operational perspective. They will receive a copy of the CIO governing document and latest charity trustee account and financial accounts.</p>

### 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.

N/ A

## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

Charity objects:-

Relieving the needs of people in West London, who are disadvantaged or vulnerable.

- 1) Providing community advice, information and support via development of Educational Employment Workshops for young people engaged with situations such as substance misuse/ anti-social behaviour and female victims of domestic violence.
- 2) Provide volunteer based roles for our service-users to develop and implement the skills they have learnt.

### 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)

No activities were undertaken for the public as the trustees and volunteers had other priorities to address/ manage the impact of COVID-19.

The charity has not been successful in securing funding from funders and therefore have been reviewing the option of closing down the charity in 2022.

### Additional details of objectives and activities (Optional information)

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

### Summary of the main achievements of the charity during the year

No activities were undertaken for the public as the trustees and volunteers had other priorities to address/ manage the impact of COVID-19.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Your Voice policy on reserves is to hold sufficient resources to continue the charitable activities of the charity should income and fundraising activities fall short. The Trustees considers that the group should hold a sum equivalent to quarterly bases.

	Current Year FY17-18	Reason(s) for change
Unrestricted Funds	0	
Restricted / Designated Funds:		
Telephone	£99	Reduced spend as decided to cancel both mobile phone contracts – due to no service being provided.

The trustees are reviewing the position of the charity and the financial impact of not being able to secure funding.

### Details of any funds materially in deficit

n/a

### 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.

## Section F Other optional information

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>NJButt</i>	
Full name(s)	Noor Jhan Butt	
Position (eg Secretary, Chair, etc)	Chief Executive	
Date	June 2022	



Your Voice	1154942	CC16a	
Receipts and payments accounts			
For the period from	01/09/2020		To

## Section A Receipts and payments

	Unrestrict ed funds	Restrict ed funds	Endowmen t funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Telecommunications	-	-	-	-	-
Training Room Hire	-	-	-	-	-
Marketing	-	-	-	-	-
Fundraising Events	-	-	-	-	-
PayPal	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	-	-	-	-	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	-	-	-	-
<b>A3 Payments</b>					
Rent	-	-	-	-	-
Fundraising events	-	-	-	-	-
Marketing	-	-	-	-	-
Telecommunications	99	-	-	99	-
DBS	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	99	-	-	99	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	99	-	-	99	-
<b>Net of receipts/(payments)</b>	- 99	-	-	- 99	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	- 99	-	-	- 99	-

## 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 £
<b>B1 Cash funds</b>	Moved forward from last year	732	-	-
	Fundraising funds generated this financial year	-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>732</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees  
CCXX R2 accounts (SS)

Signature

2

Print Name

Date of approval

23/06/2022

Aahmad	A Ahmad	01/06/2022