



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From 01/04/2020**      **Period start date**   **To 31/03/2021**   **Period end date**

**Charity name: British Gurkha Nepalese Association**

**Charity registration number: 1166791**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>1. To promoting social inclusion for the benefit by working with people who are socially excluded to relieve the needs of such people and assist them to integrate into society.</p> <p>2. To relieving poverty among the socially and economically disadvantaged members of the community in the London Borough of Brent, in particular but not exclusively those from minority ethnic backgrounds, by sign posting them to the right donors as well as the provision of small grants of financial assistance where possible.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>To promoting social inclusion, prevent people from becoming socially excluded and help them to integrate into society; BGNA has been successfully organising, running or taking part in a number of activities during this reporting period namely, Virtual Yoga, Virtual wellbeing classes meetings, VJ Day, RBL Remembrance Day.</p> <p>Due Covid-19 restrictions the Association only manage to undertake limited activities. Since most of its members and beneficiaries are senior citizens, the Association needed to take careful consideration while organising events.</p> <p>However, during this period closely worked with local authorities, CVS Brent, The Yellow, Gurkha Welfare Advice Centre, Royal British Legion (Wembley &amp; Sudbury Branch), Air Training Corps, 78 (Wembley), Squadron and, other voluntary organisations and local communities.</p>

		Helping Gurkha veterans to complete forms, such as Gurkhas pensioner's life certificates, that they need to complete every year.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>BGNA Trustees are responsible for the general control and management of the administration of the Association. Trustees meet to discuss about the Association's business, ongoing projects and funding application periodically to ensure it is in line with the Association's document and the Charity Commission's guidance.</p> <p>BGNA trustees monitor its activities, and they deal with any issue as they arise. All newly appointed trustees and volunteers receive full induction as per BGNA handover/takeover procedures, which have been prepared in line with their post roles, and will be made aware of Guidance - CC3, PB1, PB2 &amp; PB3 etc.</p> <p>The Association seeks advice from CVS Brent, local authorities, other charity organisations and relevant expertise/departments as and when needed. Trustees meet from time to time to discuss about BGNA businesses in order to allocate resources carefully and mitigate any risks.</p>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>N/A</b>
Policy on social investment including program related investment	Para 1.38	<b>N/A</b>
Contribution made by volunteers	Para 1.38	<p>The Association needs volunteers from time to time to assist with its activities. The volunteers are recruited and managed according to BGNA policy. Volunteers are not paid staff, but the Association covers their travel, food, drink and PPE expenses whilst volunteering.</p> <p>If volunteers are involved with children and vulnerable adults, then the DBS check on them will be carried out.</p>
		<b>N/A</b>

Other		
-------	--	--

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<ul style="list-style-type: none"> <li>Virtual Yoga: One hour Sunday virtual morning yoga sessions were conducted since July 2020 where about 330 participated.</li> <li>Beneficiaries included residents living in Brent, members, and others.</li> <li>Online wellbeing classes were also carried out once a week since November 2020 where around 351 people attended.</li> <li>A representative (s) took part in the VJ Day and the Remembrance Day.</li> <li>Executive meetings took place from time to time manage the organisation</li> </ul>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>The following were planned and achieved:</p> <ul style="list-style-type: none"> <li>Virtual yoga sessions were planned and conducted.</li> <li>Wellbeing virtual classes were carried out.</li> </ul>
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	<b>N/A</b>
Other		<b>N/A</b>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>01/04/ 2020 – 31/03/2021</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>BGNA has developed a reserves policy in order to protect its finances and they are cautiously managed, and its activities are sustainable.</p> <p>Reserves usually exclude tangible fixed assets such as land, building and other assets held for the charity's use. It also excludes amounts designated for essential future spending.</p> <p>They also exclude funds, which have particular restrictions on how they can be used.</p> <p>BGNA puts some funds aside as a reserve fund to protect itself against drops in income or to take advantage of new opportunities. Trustees should consider for what purpose restricted funds are held and how they are being used in order to identify those resources that are freely available to spend.</p> <p>This policy will explain how reserves are used to manage uncertainty and if reserves are held to fund future purchases or activities, it will explain how and when the reserves will be spent.</p> <p>While applying for funding some donors require an applicant should contribute up to 30% towards cost of the purposed project. Hence, BGNA needs to put some funds aside.</p>
Amount of reserves held	Para 1.22	<p>Total BGNA Bank balance is £4,079.45 including the restricted fund as of 31 March 2021.</p> <p>Reserves amount was £1,223.84.</p> <p>Total Restricted funds held at the BGNA bank account is £2,111.73 as at 31/03/2021. This will not be spent on any other purposes than the restricted terms and conditions.</p> <p>Trustees will meet before accessing to the reserves or unrestricted funds to ensure that they are spent on the right agreed cause.</p>

Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Grants from the government at local council levels, public & private sectors. Corporate sponsorships, individual volunteer donors and membership.
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal risks facing the charity	Para 1.46	<b>N/A</b>
Other		<b>N/A</b>

## Structure, Governance and Management

Description of charity's trusts:		Charitable Trust
Type of governing document (trust deed, royal charter)	Para 1.25	Trust
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>Eligibility for trusteeship as per the BGNA constitution.</p> <p>The executive committee will nominate candidates for the trustees who have skills, experience and knowledge required for the Association. However, annual general meeting will elect suitable trustees for BGNA. If there is no AGM due at the time while a vacant post needs to be filled then trustees and the executives will appoint, select and agree on a new trustee.</p> <p>Th selection process will strictly be followed in line with its constitution.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees meet to discuss its activities, performances and for any new project proposal and funding application periodically. Trustees also monitor closely its activities. All newly appointed trustees and volunteers will receive induction.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>Executive Committee made up of:</p> <p>Then Executive Committed will be as below:</p> <p>Chairman, Vice Chairman, Secretary, Treasurer, Fund Raising Officers, Legal Adviser, Culture Coordinators, Event Coordinators, Media/Website Officers, Welfare Benefit Advice Officers, Membership Officers, Youth Engagement Officers, Ladies Coordinators, Health &amp; Wellbeing Coordinators, English/Nepali interpreters, Property Officers and Emergency Crisis Coordinators.</p>
Relationship with any related parties	Para 1.51	BGNA maintains relationship with the council, local authorities, CVS Brent, the Yellow, Wembley & Sudbury RBL branch, Welfare Advice Centre (Salisbury), Friends of Barham Library, local Volunteer Organisations, and Local Communities,
		<b>N/A</b>

Other		
-------	--	--

## Reference and Administrative details

Charity name	British Gurkha Nepalese Association
Other name the charity uses	N/A
Registered charity number	1166791
Charity's principal address	50 Lambert Walk Wembley Middlesex HA9 7TS

**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	Kamal Bahadur Rana		30/11/2019	
2	Santa Bahadur Gurung		26/12/2020	
3	Rukum Rana		27/11/2021	
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]



**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

**Additional information (optional)****Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

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

Chairman	-Santa Bahadur Gurung
Vice Chairman	-Kanya Gurung
Vice Chairman	-Hum Kumari Gurung
Secretary	-Dhan Kaji Gurung
Treasurer	-Basu Dev Bashyal

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

--

**Other optional information**

--

## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Santa Bahadur Gurung	Dhan Kaji Gurung
<b>Position (eg Secretary, Chair, etc)</b>	Chairman	Secretary
<b>Date</b>	/01/2022	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name		Charity No	
British Gurkha Nepalese Association		1166791	
Receipts and payments accounts			
For the period from	Period start date	To	Period end date
	01/04/2020		31/03/2021

CC16a

## Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Donation and Legacy	10	1,031	-	1,041	410
Charitable Activities	225	-	-	225	4,490
Grant For LIBOR Project	-	-	-	-	25,000
Membership	50	-	-	50	360
Sponsor	-	-	-	-	180
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>285</b>	<b>1,031</b>	<b>-</b>	<b>1,316</b>	<b>30,440</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>285</b>	<b>1,031</b>	<b>-</b>	<b>1,316</b>	<b>30,440</b>
<b>A3 Payments</b>					
Charitable Activities	124	1,031	-	1,155	4,036
LIBOR Project	-	2,055	-	2,055	24,599
IE Fees	400	-	-	400	695
Insurance	296	-	-	296	296
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>820</b>	<b>3,086</b>	<b>-</b>	<b>3,906</b>	<b>29,626</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>820</b>	<b>3,086</b>	<b>-</b>	<b>3,906</b>	<b>29,626</b>
<b>Net of receipts/(payments)</b>	<b>- 535</b>	<b>- 2,055</b>	<b>-</b>	<b>- 2,590</b>	<b>814</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>2,503</b>	<b>4,167</b>	<b>-</b>	<b>6,670</b>	<b>1,863</b>
<b>Cash funds this year end</b>	<b>1,968</b>	<b>2,112</b>	<b>-</b>	<b>4,080</b>	<b>2,677</b>

## 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>	Cash in Bank	1,968	2,112	-
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>1,968</b>	<b>2,112</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			

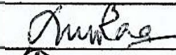

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<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 liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Mr Kamal Bahadur Rana	28/12/2021
	Mr Dilliraj Sunuwal	28/12/2021