



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **1<sup>st</sup> April 2020** Period start date To **31<sup>st</sup> March 2021**  
Period end date

Charity name: **Bradford Refugee Forum**

Charity registration number: **1171078**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To support refugees and asylum seekers, and promote equality and diversity in Bradford</b>
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	<b>BRF have run a befriending scheme to provide support for refugees and asylum seekers, especially those who are new to Bradford. BRF have also arranged events and activities to aid and benefit refugees and asylum seekers.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The BRF trustees can confirm that they are conscious of the need to make decisions to ensure the best public benefit possible, in line with guidance issued by the Charity Commission.</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

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	<p><b>The lockdowns due to the pandemic have had a great impact on the work BRF were able to do in this period - however there has been some positive work despite of this. BRF were able to support refugee groups and communities by providing PPE, phone top up vouchers, and producing Wellbeing resources, which were distributed to over 200 individuals.</b></p> <p><b>BRF established some valuable partnerships in this period. BRF began working with six different sports organisations in this period, focusing on listening to their needs and providing for them. BRF also hosted a sports panel event to enable refugees' views to be heard. The style of this project received high praise from Sports England.</b></p> <p><b>BRF has initiated work with Hive Shipley to run art sessions for a group of refugees and asylum seekers, making provision so that people can participate online.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance	Para 1.41	

against objectives		
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>BRF's surplus income for this period is £9916.57.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>BRF has no policy on reserves at this time.</b>
Amount of reserves held	Para 1.22	<b>£2388.93 non-restricted reserves</b>
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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
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	<b>In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.</b>

### 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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Bradford Refugee Forum
Other name the charity uses	BRF
Registered charity number	1171078

Charity's principal address	Refugee Action 40 Piccadilly Bradford BD1 3NN

## 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	Carl White	Chair		
2	Julia Leech	Treasurer		
3	Wellington Moyo			
4	Alex Chipatiko			
5	Ghazwan Al Saedi			
6	Afsheen Kahn			
7	Furaha Mussanzi		1/4/20 - 9/8/20	
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## Corporate trustees - names of the directors at the date the report was approved

Director name		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	




## Funds held as custodian trustees on behalf of others

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

### 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)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Bradford Refugee Forum Income and Expenditure April 2020 - March 2021

<i>Balance brought forward</i>	4759.03
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### INCOME

<i>Description</i>	<i>Total</i>
Grants	18100
Regular Givers	1080
Donations	1000
HMRC Furlough scheme	2668.25
<b>Total</b>	<b>22848.25</b>

### EXPENDITURE

<i>Description</i>	<i>Total</i>
Salary and admin	8259.31
Activities	3451.46
Resources	315
Covid support (PPE and Phone vouchers)	625.91
Training	50
Virgin Money Giving sign up fee	180
Donation for Roben Mutwira	50
<b>Total</b>	<b>12931.68</b>

SURPLUS	9916.57
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