



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **1 April 2021** To **31 March 2022**

Charity name: **The Heritage & Cultural Exchange**

Charity registration number: **1174349**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of the public in the history and heritage of Wales, in particular in the social, cultural and economic history of Cardiff docklands and the surrounding area in particular but not exclusively by providing an educational resource of historical material on the history and heritage of the area and creating opportunities for people to learn about the history and heritage of the area.
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>We have restarted sorting and recording the collection of photographs and other items relating to the locality so that it can be used as display material for exhibitions and we have continued to develop the online archive with public access. Digital versions of all the oral history recordings have now been completed.</p> <p>In fulfilling its duties to meet the public benefit we have developed productive partnerships. Key amongst them are the partnerships with Glamorgan Archives and Cardiff Museum.</p> <p>We also have a close working relationship with the Open University, who have generously made a significant donation. An OpenLearn course is in development</p> <p>HCE has been appointed as the lead charity for the Cardiff City Council initiative called the Rugby Code Breakers, which aims to install statues commemorating those men who moved from Wales because of discrimination to the north of England and became famous rugby league stars.</p> <p>Community involvement and giving back is an integral part of HCE's work.</p>

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Heritage & Cultural Exchange has regard to the guidance issued by the Charity Commission on public benefit by: <ul style="list-style-type: none"> <li>• Prioritising the protection and storage of archival materials to ensure future use.</li> <li>• Publicising the fact of their existence at local events and encouraging local participation</li> </ul>
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### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We are not in a position to make grants
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Volunteers play a critical role in the organisation. Trustees and members of the steering committee give a lots of time and energy.
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	

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The Covid-18 restriction impacted on the extent to which we were able to work on the collection but we have now restarted
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Satisfactory.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	At present, we are not in a position to hold reserves
Amount of reserves held	Para 1.22	0
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity is at present not in a position to generate all its own funding requirements and is reliant of grant income. A fundraising strategy has been developed for the future.

### 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	The majority of funding to date has come from National Lottery Heritage Fund. Support has also been received by way of donation from the Open University.
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 ( <i>trust deed, royal charter</i> )	Para 1.25	Foundation Constitution
How is the charity constituted? ( <i>e.g unincorporated association, CIO</i> )	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	Election to post by exiting trustees

### 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 Heritage & Cultural Exchange follow the guidance provided by the WCVA in terms of the recruitment and support needs of trustees.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	In addition to the Trustees, The Heritage & Cultural Exchange has a steering committee including individuals with expertise and knowledge in the areas relevant to The Heritage & Cultural Exchange.
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	The Heritage & Cultural Exchange
Other name the charity uses	Tiger Bay and the World
Registered charity number	1174349
Charity's principal address	Butetown Community Centre Loudoun Square Cardiff CF10 5JA



**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)**

**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

Signature(s)	Full name(s)	Position (eg Secretary, Chair, etc)
	Glynis Atkinson	CHAIR
	Trevor Gordon	TRUSTEE
Date <div></div>		





CHARITY COMMISSION  
FOR ENGLAND AND WALES

The Heritage & Cultural Exchange

1174349

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01 April 2021

To

Period end date  
31 March 2022

### 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 £
<b>A1 Receipts</b>					
Donations	3,044		-	3,044	4,090
Image Use	1,556	-	-	1,556	350
WMC Display	-	-	-	-	-
Cash Sales	-	-	-	-	-
HLF Grant	-	5,010	-	5,010	23,640
Misc	201	-	-	201	350
Interest	-	1	-	1	1
Rugby		94,230		94,230	1,554
Chartered Institute of Shipbrokers	-	-		-	-
<b>Sub total (Gross income for AR)</b>	<b>4,801</b>	<b>99,241</b>	<b>-</b>	<b>104,041</b>	<b>29,984</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total receipts</b>	<b>4,801</b>	<b>99,241</b>	<b>-</b>	<b>104,041</b>	<b>29,984</b>
<b>A3 Payments</b>					
Postage	-	-	-	-	-
Website	136	6	-	142	148
Stationery/Software	100	-	-	100	47
Misc	276	-	-	276	27
Bank Charges	72	72	-	144	108
Equipment	-	35	-	35	842
Braodband	70	105	-	175	34
Training Room Hire		0		-	-
Salary		0		-	5,400
Rent + Rates	3942	3411	-	7,353	7,653
Exhibition		8985		8,985	
Insurance	227	-	-	227	237
<b>Sub total</b>	<b>4,823</b>	<b>12,615</b>	<b>-</b>	<b>17,438</b>	<b>14,496</b>
<b>A4 Asset and investment purchases, (see table)</b>					
<b>Macbook &amp; accessories</b>			-		2,722
<b>printer</b>	-		-		
<b>Audio</b>					
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,722</b>
<b>Total payments</b>	<b>4,823</b>	<b>12,615</b>	<b>-</b>	<b>17,438</b>	<b>17,218</b>
<b>Net of receipts/(payments)</b>	<b>- 22</b>	<b>86,626</b>	<b>-</b>	<b>86,604</b>	<b>12,766</b>
<b>A5 Transfers between funds</b>	<b>- 657</b>	<b>657</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>4,853</b>	<b>10,012</b>	<b>-</b>	<b>14,865</b>	<b>2,099</b>
<b>Cash funds this year end</b>	<b>4,174</b>	<b>97,295</b>	<b>-</b>	<b>101,469</b>	<b>14,865</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 £
B1 Cash funds	Unity Trust Bank - current	4,173		-
	Unity Trust Bank - Rugby #		95,675	
	Unity Trust Bank - savings	-	1,620	-
	Paypal	1		
		4,174	97,295	-
<b>Total cash funds</b>		OK	OK	OK

(agree balances with receipts and payments account(s))


B2 Other monetary assets	Details	Unrestricted to nearest £	Restricted to nearest £	Endowment to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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 asset belongs	Cost (optional)	Current value (optional)
	2 x Laptops	Unrestricted	470	-
	Brother MFC-J6930W	Restricted	200	-
	3 x Computers	Restricted	408	-
	Brother DCP-J572DW	Restricted	80	-
	Audio	Restricted	290	-
	2 x MacBooks	Restricted	2,722	-
			-	-
			-	-

B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Trevor Godbold	31/12/2022



Section A

Independent Examiner's Report

Report to the trustees/ members of	Charity Name The Heritage & Cultural Exchange		
On accounts for the year ended	31 March 2022	Charity no (if any)	1174349
Set out on pages	1 and 2 of the receipts and payments accounts for the year ended 31 March 2022		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/02/2022

**Responsibilities and basis of report** As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

15 February 2023

Name:

Mohammed A. Field

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

B. A. Com

Address:

4 Dulwich Gardens, Cardiff, CF5 1SE

Only complete if the examiner needs to highlight 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.