



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 April 2023

To 31 March 2024

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	Progress continues in the sorting and recording i.e. cataloguing of the collection. The online archive has proved successful with the public. Indexing to the Glamorgan Archive data base continues at a slow pace. Whilst almost all of the collection has been digitised we continue to receive new contributions from the public, which needs to be digitised

		<p>and as we catalogue we unearth material that also needs to be digitised.</p> <p>Currently a focus on the oral history tapes, summarising and using, has shown the poor quality of sound on some of them. Methods to improve the sound and allow fuller public access are being sought.</p> <p>In fulfilling its duties to meet the public benefit we have developed productive partnerships. With Glamorgan Archives, Cardiff University school of journalism, and Cardiff Museum. We have recently developed a working partnership with the Royal British Legion and DARPL [Diversity and Anti Racist Professional Learning} an initiative from the Welsh government.</p> <p>We have conducted a series of visits to schools where we have presented information on the history of Tiger Bay and had productive discussions with the pupils and teachers.</p> <p>HCE were invited to the 25th anniversary celebrations of devolution held at the Senedd.</p> <p>We hosted a delegation from Birmingham, Alabama, USA.</p> <p>Conducted a “walk & talk” learning experience with a group of educationalists from New Zealand.</p> <p>Hosted a conference Black History from Local Perspectives where delegates came from across the UK.</p> <p>Used our archival material to give historical background to a Jazz festival held at the Wales Millennium Centre.</p>
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Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The Heritage & Cultural Exchange has regard to the guidance issued by the Charity Commission on public benefit by:</p> <ul style="list-style-type: none"> • Prioritising the protection and storage of archival materials to ensure future use. • Prioritising our work with schools and the development of teaching materials • Publicising the fact of their existence at local events and encouraging local participation

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 lot of time and energy. Our volunteers have been involved in a range of activities, including with

		other organisations, sharing their knowledge of Tiger Bay.
Other		Volunteers also play a vital role in supporting the reputation of HCE and spreading, via word of mouth, activities and events.

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>Projects during the year included</p> <p>Producing and exhibition for the Pier Head Building – a prestigious building in Cardiff Bay.</p> <p>Producing and publishing 5 podcasts.</p> <p>Organising and hosting visitors from the USA and New Zealand.</p> <p>Giving presentations to a range of organisations including, Manchester University, the University of Bangor</p> <p>Hosted a conference Black History from Local Perspectives where delegates came from across the UK.</p> <p>Used our archival material to give historical context and background to a range of events including TV programmes and a Jazz festival held at the Millennium Centre,</p> <p>Produced digital touchscreen kiosk display for Norwegian Church and Cardiff Harbour Authority featuring the history of Tiger Bay and the Docks.</p> <p>Visited all the local primary schools to talk/present to children.</p> <p>Represented HCE at various functions.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
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Performance of fundraising activities against objectives set	Para 1.41	<p>Fundraising has taken the form of applying for public sector grants. Fundraising continues to be problematic.</p> <p>We have been successful in being awarded some small grants but unsuccessful in other larger grant schemes.</p>
Investment performance against objectives	Para 1.41	N/A
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 and project funding from Cardiff University, Senedd Commission.
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	<p>A risk register is in place and monitored regularly. It lists 6 main risks:</p> <ul style="list-style-type: none"> • Work to complete organising and recording detailed information on collection not completed. • Lack of volunteers to undertake tasks needed. • Lack of digital skills and digital safety awareness amongst volunteers • Copyright issues • Loss or lack of focus <p>All are monitored and mitigating action instigated as needed</p>
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Foundation Constitution
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	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		none

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

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	Gaynor Antoinette Legall	Chair		
2	Trevor Godbold	Treasurer		
3	Chantelle Haughton			
4	Dr Linda Mitchell			
5	Rebecca Eversley			
6	Jeremy Grant Rees			
7	Susan Edwards			
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

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
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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

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)	Gaynor Legall	
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Full name(s)	Gaynor Legall	
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Position (eg Secretary, Chair, etc)	Chair	
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Date	12/3/2025
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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 2023

To

Period end date
31 March 2024

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 £
A1 Receipts					
Donations	160			160	35
Image Use					2,951
NLW	995			995	-
Cash Sales					1,250
HLF Grant		49,000		49,000	-
Univ Wales	3,110			3,110	20,765
Interest	1,154			1,154	17
Rugby		14,573		14,573	7,107
Cdf Bay Heritage screens	2,000			2,000	1,500
Sub total (Gross income for AR)	7,419	63,573		70,992	33,625
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	7,419	63,573	-	70,992	33,625
A3 Payments					
NLW	795			795	
Rent + Rates	5684	633		6317	6,753
Stationery	269	72		341	141
Website	157	40		197	235
Broadband	252	18		270	230
Software	98			98	
Accounting		100		100	
Misc	519			519	403
Bank Charges	77	65		142	144
Equipment	318	24		342	75,815
Repairs & Renewala	48			48	
Rugby Codebreakers		37112		37112	-
Consultants		7394		7394	-
Un Wales					9,660
Insurance	189			189	-
Sub total	8,406	45,458		53,864	93,381
A4 Asset and investment purchases, (see table)					
COMPUTER	488	485	-	973	
printer	-		-		
Audio					
Sub total	488	485	-	973	
Total payments	8,894	45,943	-	54,837	93,381
Net of receipts/(payments)	- 1,475	17,630	-	16,155	59,756
A5 Transfers between funds			-		-
A6 Cash funds last year end	12,517	29,197	-	41,714	101,470
Cash funds this year end	11,042	46,827	-	57,869	41,714

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	5,544		
	Unity Trust Bank - savings	5,498	46,827	
	Paypal	-		
		11,042	46,827	-
	Total cash funds	OK	OK	OK

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

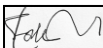
B2 Other monetary assets	Details	Unrestricted to nearest £	Restricted to nearest £	Restricted to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Cost (optional)
			-	-
			-	-
			-	-
			-	-
			-	-

B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Cost (optional)
	2 x Laptops	Unrestricted		470
	Brother MFC-J6930W	Restricted		200
	5 x Computers	Restricted		893
	Brother DCP-J572DW	Restricted		80
	Audio	Restricted		290
	2 x MacBooks	Restricted		2,722
	PC & monitor	Unrestricted	-	488
			-	-

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

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

Signature	Print Name	
	Trevor Godbold	Treasurer



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
The Heritage & Cultural Exchange

On accounts for the year ended

31 March 2024

Charity no
(if any) 1174349

Set out on pages

1,2

(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: M. A. Field

Date: 20 /02/2025

Name: M. A. Field

Relevant professional qualification(s) or body

B.A. COM

(if any):

Address:

4 Dulwich Gardens
Cardiff
CF5 1SE

Section B	Disclosure
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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.

None	
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