

# MEDWAY AFRICAN AND CARIBBEAN ASSOCIATION

England & Wales · Charity number 1179545

## Details

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**Other names** MACA

**Status** Registered

**Legal form** CIO

**Registered** 2018-08-14

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** The Sunlight Development Centre  
105 Richmond Rd  
Gillingham  
Kent  
ME7 1LX

**Phone** 08448849502

**Email** [info@macacharity.org.uk](mailto:info@macacharity.org.uk)

**Website** [www.macacharity.org.uk](http://www.macacharity.org.uk)

## Activities

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**Objects:** THE CHARITY'S OBJECTS ("THE OBJECTS") ARE: TO ADVANCE ANY CHARITABLE PURPOSE FOR THE BENEFIT OF THE INHABITANTS OF KENT AND MEDWAY, IN PARTICULAR BUT NOT EXCLUSIVELY, PERSONS OF THE AFRICAN-CARIBBEAN COMMUNITY, IN PARTICULAR ADVANCING EDUCATION AND/OR ASSISTING IN THE PROVISION OF FACILITIES FOR RECREATION AND OTHER LEISURE-TIME ACTIVITIES IN THE INTERESTS OF SOCIAL WELFARE WITH THE OBJECT OF IMPROVING THE CONDITION OF LIFE OF THE SAID INHABITANTS.

**Activities:** We run a weekly drop in for senior citizens. We hold an annual young Black achievers awards. We develop and deliver projects that promote diversity and celebrate heritage and culture. We work with partners across statutory, voluntary, private sectors to achieve our objectives. We work with young people with regards to culture, arts and education.

## Classification

- **How:** Provides Services, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, Arts/culture/heritage/science, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin

## Geography

- Kent
- Medway

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£122,997	£95,491	-	-
2024-03-31	£101,428	£78,826	-	-
2023-03-31	£54,177	£75,493	-	-
2022-03-31	£141,000	£94,000	-	-
2021-03-31	£85,000	£76,000	-	-

## Trustees

Name	Role	Appointed
<b>Dr Carol Stewart</b>	Chair	2018-06-15
Amanda Halpin		2018-06-15
Andrew Leslie		2024-08-07
Lady Ima Ama Jane Brown		2023-07-31
PATRICIA COOPER		2018-06-15
Patricia Gayle		2018-06-15

**MEDWAY AFRICAN AND CARIBBEAN ASSOCIATION**

England & Wales - Charity number 1179545

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# Accounts

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## Trustees' Annual Report for the period

Year in Review: During 2024/25, MACA celebrated its 40th anniversary with community events, expanded youth engagement programmes, and strengthened partnerships with local organisations. The charity secured significant grant funding and maintained a strong financial position, ensuring continuity of services for seniors, young people, and the wider community.

**Charity name:** Medway African and Caribbean Association

**Charity registration number:** 1179545

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document.	Para 1.17	To advance any charitable purpose for the benefit of the inhabitants of Kent and Medway, in particular, but not exclusively, persons of the African-Caribbean community, in particular advancing education and/or assisting in the provision of facilities for recreation and other leisure-time activities in the interests of social welfare with the object of improving the condition of life for said inhabitants.
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	The main activities carried out during the year include the following: <ol style="list-style-type: none"><li>1. Senior citizens activities</li><li>2. Events, arts, heritage</li><li>3. Work with young people</li><li>4. Work with partners</li><li>5. Fundraising</li><li>6. Media</li><li>7. MACA development</li><li>8. Health and well being</li></ol>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit.	Para 1.18	The trustees of MACA can confirm that we had had due regard to the guidance issued by the Charity Commission on public benefit We further confirm that all the activities undertaken are for public benefit.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making.	Para 1.38	NA MACA does not make any grants.
Policy on social investment including program related investment.	Para 1.38	NA MACA does not make any social investments.

Contribution made by volunteers.	Para 1.38	Volunteers make up a substantial contribution to the work of MACA. All the trustees are volunteers, and all take part in the work of the charity. This includes applying for funding for the charity. Organising events and activities for the public. Attendance at partnership meetings. Volunteers also work alongside the senior citizens coordinator to plan and facilitate the weekly senior citizens group. In addition, young people worked with our youth coordinator to plan and develop activities for young people.
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>The 2024-2025 period was transformative for MACA, marked by significant growth, successful major events, and enhanced service delivery to vulnerable members of our community. We successfully celebrated 40 years of MACA with a Gala Night and Documentary, secured major long-term funding from the National Lottery Community Fund, and expanded our digital reach to over 4,000 subscribers and followers—an increase of 1,000 from the previous year.</p> <p>Our focus on Health and Wellbeing and Youth Development has resulted in tangible, life-improving outcomes, demonstrating MACA's vital role in championing race, culture, and diversity for all in Medway.</p> <p><b>Work with Senior Citizens</b></p> <p>Our services for senior citizens focused heavily on combating isolation and addressing critical health and social care inequalities.</p> <ul style="list-style-type: none"> <li>• <b>Growing Engagement:</b> Weekly drop-in sessions maintained strong and steady attendance, reaching in excess of 50 on Tuesdays in peak periods, offering a crucial social and recreational outlet.</li> <li>• <b>Advocacy Support:</b> We successfully secured funding and appointed a Seniors Advocate Officer to provide one-to-one</li> </ul>

independent advocacy, and work with local statutory organisations in signposting those with care and support needs to those services. This vital role successfully navigates complex NHS and social services systems for vulnerable members.

- **Community Safety:** We hosted a successful and well-received talk by **Kent Police** on fraud and scammers to enhance the safety and awareness of our senior members.

#### **Work with Young People**

We have significantly invested in the development, mental health, and historical awareness of our Young People United (YPU) members, while also expanding our infrastructure for long-term growth.

- **Major Funding Secured:** We successfully secured a substantial **National Lottery Community Fund Grant (over £200k)** to support the development of YPU, projects, activities, and the overall strengthening of MACA's infrastructure.
- **New employees:** We recruited MACA's **first-ever employed Youth Coordinator and Youth Assistant, plus administrator** to support the Young People United (YPU) team and future projects.
- **Youth Voice and Mental Health:** Launched the **Young Adults Voice Project / YPU Talks** workshops, spreading awareness of youth mental health, fostering community cohesion, and equipping participants with self-help techniques.
- **Involvement and Outreach:** YPU members presented their heritage project at the Medway Creative Schools meeting and were invited to host a stall at the Medway Youth Council conference.

#### **MACA in the News**

While dedicated 'news' coverage is continuous, our communications and media efforts achieved significant milestones.

- **Digital Growth:** Our social media presence and mailing list expanded to **over 4,000** followers and subscribers, representing an **increase of 1,000** over the last year, drastically widening our communication reach.

- **Online Resources:** The **Black History Live website** was revamped and updated to host new educational and heritage resources created by young people.

**MACA in the Community**

MACA strengthened key partnerships and delivered high-impact community-focused initiatives.

- **Community Partnership Events:** Successfully completed the **'Men Empower project** in partnership with the Sunlight Centre and delivered a **Culture and Identity workshop** for Kings School Language and Culture Week.
- **Volunteer & Sponsorship Success:** Fundraising efforts were successfully supported by **over £11,000** in sponsorship (including a successful Big Give match-funding campaign) for the 40th Anniversary Gala.

**Arts, Heritage, and Well-being Projects**

This year saw the successful execution of major projects that celebrated heritage and promoted vital public health messaging.

- **40th Anniversary Gala Night:** A resounding success, the event celebrated four decades of MACA and involved the delivery of multiple workshops including Dance, Fashion, Filming, Public Speaking, and Stage Management. We had Richard Blackwood host the event, plus messages of congratulations from Beverley Knight, ITV Meridan and BBC South East today, plus the NHS and Kings School, MS Webb, Kent Fire and Rescue
- **Heritage Resource Creation:** The **Medway Heritage Fund project** ('Uncovering Histories, Medway Memories') was completed. This project, co-created by young people, produced a valuable educational resource on **Black British history in Medway**, which was then uploaded to the Black History Live website for public access.
- **Major Health Event:** The **June Well-being Event** was highly successful, with **over 100 people booked**. It featured stalls on blood and organ donation, collaborative activities run by **Public Health**, and workshops led by MACA dance tutors.

		<ul style="list-style-type: none"> <li>• <b>Ongoing Health Promotion:</b> Continued to host 'Walking with Friends' events and an 'Organ Donation event' at Jerk Cafe to raise awareness on the aims of the NHS Blood &amp; Organ Donation project.</li> </ul> <p><b>Events and Campaigning (Including work with the Police and the NHS)</b> MACA actively engaged in campaigning, partnership work, and events to tackle inequalities and promote community welfare.</p> <ul style="list-style-type: none"> <li>• <b>NHS Partnership and Health Education:</b> We maintained our strong partnership with the NHS, focusing on the <b>Blood and Organ Donation</b> project to raise public awareness and increase sign-ups. We also ensured health education was a core component of the large-scale June Well-being event in collaboration with <b>Public Health</b>.</li> <li>• <b>Police Engagement:</b> The visit from <b>Kent Police</b> to our senior citizens group focused on a key social challenge—fraud and scams—demonstrating active campaigning for community safety and security.</li> <li>• <b>Organisational Development:</b> The recently secured <b>National Lottery Community Fund</b> grant is being strategically used to <b>refresh our business plan</b> and <b>strengthen our infrastructure</b>, ensuring long-term sustainability and effectiveness in all our future events and campaigning efforts.</li> </ul>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

<p>Achievements against objectives set.</p>	<p>Para 1.41</p>	<p>We set the following objectives last year, which were:</p> <p><b>Objectives for 2024-25:</b></p> <ol style="list-style-type: none"> <li>1. increase longer term sustainable funding.</li> <li>2. Engage support to assist with funding and develop a funding strategy aligned with the business plan.</li> </ol> <p>We have been able to make significant progress towards our objectives set last year.</p> <p>We have been able to secure funding from the National Lottery community fund for 3 years, that has secured us some consultancy support to develop our</p>
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		<p>business plan, and strengthen our infrastructure. In addition secure the services of a bid writer to apply for funding and strengthen our funding strategy.</p> <p><b>Volunteer recruitment</b> We have managed to increase the number of volunteers, who have assisted with our activities throughout the year.</p> <p><b>Trustee recruitment</b> We did not recruit any new trustees , however we have co opted YPU representatives onto the board'</p> <p><b>Policy reviews</b></p> <p>MACA reviewed and revised policies on Whistleblowing, Safeguarding, code of conduct</p> <p><b>Objectives 2025/26</b></p> <ol style="list-style-type: none"> <li>1. Strengthen the infrastructure of MACA, which includes having in place staff to run MACA on a day-to-day basis, aligned with the business plan.</li> <li>2. Strengthen the working relationships between the board, project staff, young people and those who access MACA services.</li> <li>3. Succession planning for the board, to ensure that MACA is sustainable into the future.</li> <li>4. Have a costed business plan and financial /commercial strategy</li> </ol>
Performance of fundraising activities against objectives set.	Para 1.41	We have been successful in our fundraising activities for projects we have delivered as well as secured other income streams from donations and Medway lottery and donations.
Other		

Review of the charity's financial position at the end of the period	Para 1.21	<p>Balance carried forward (Closing balance 2023/24): £66,592.32</p> <table border="1" data-bbox="810 1915 1388 2085"> <thead> <tr> <th>Item</th> <th>Amount (£)</th> </tr> </thead> <tbody> <tr> <td>Total Income</td> <td>£122,998.06</td> </tr> <tr> <td>Total Expenditure</td> <td>£95,491.27</td> </tr> <tr> <td>Net Movement in Funds</td> <td>£27,587.56</td> </tr> </tbody> </table>	Item	Amount (£)	Total Income	£122,998.06	Total Expenditure	£95,491.27	Net Movement in Funds	£27,587.56
Item	Amount (£)									
Total Income	£122,998.06									
Total Expenditure	£95,491.27									
Net Movement in Funds	£27,587.56									

		<table border="1" data-bbox="810 94 1385 165"> <tr> <td data-bbox="810 94 1098 165">Closing Bank Balance</td> <td data-bbox="1098 94 1385 165">£94,179.88</td> </tr> </table> <p data-bbox="810 237 1385 703">MACA ended the year in a strong financial position. Total income was £122,998.06, primarily from grant funding and community support, with expenditure of £95,491.27. This resulted in a net increase in funds of £27,587.56, bringing the closing bank balance to £94,179.88. The majority of income was from restricted grants supporting specific projects, alongside donations and event income. MACA continues to operate within its reserves policy, maintaining sufficient funds to ensure financial stability and continuity of services.</p>	Closing Bank Balance	£94,179.88
Closing Bank Balance	£94,179.88			
Statement explaining the policy for holding reserves stating why they are held.	Para 1.22	<p data-bbox="810 770 1385 1240">MACA's reserve policy is to maintain a minimum level of reserves equivalent to two months of its average annual expenditure, unrestricted funds, based on the average expenditure the previous 3 financial years. This is based on an assessment of the risks and uncertainties that MACA faces, such as fluctuations in income, changes in demand for services, unexpected costs, and legal obligations. MACA's reserve policy also considers the availability of other sources of funding, such as restricted funds, designated funds, and loans. This figure is reviewed annually.</p> <p data-bbox="810 1281 1088 1312"><u>Purpose of Reserves</u></p> <p data-bbox="810 1348 1311 1473">Reserves are essential for providing financial stability and flexibility to the organisation. The primary purposes of reserves within MACA are:</p> <ul data-bbox="810 1514 1385 2011" style="list-style-type: none"> <li>a. Financial Stability: To safeguard the organisation against unforeseen financial challenges, economic downturns, or unexpected expenses.</li> <li>b. Strategic Investments: To support the implementation of strategic initiatives and projects that align with MACA's mission and goals.</li> <li>c. Operational Continuity: To ensure the uninterrupted delivery of programs and services even in the face of funding fluctuations or short-term financial constraints.</li> </ul> <p data-bbox="810 2051 1056 2083"><u>Types of Reserves</u></p>		

		<p>MACA recognises the need for different types of reserves to address various financial needs. The following are the key categories:</p> <p>a. General Reserves: Unrestricted funds set aside to cover day-to-day operational expenses, mitigate financial risks, and address unforeseen circumstances.</p> <p>b. Designated Reserves: Set aside for specific purposes, such as capital projects, program expansion, or other strategic initiatives, as determined by the Board of Trustees.</p> <p>c. Restricted Reserves: Funds earmarked for a particular project or purpose, in accordance with donor restrictions or specific fundraising campaigns.</p>
Amount of reserves held	Para 1.22	£64,441.36
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	NA

#### **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 the funds received during the year derived from the following sources. Grants: this constituted over 80% of the income. The remaining income was from donations, and income from events.
Investment policy and objectives including any social investment policy adopted.	Para 1.46	NA
A description of the principal risks facing the charity	Para 1.46	MACA has developed its business plan and sustainability plan; we are working with partners to undertake a feasibility study to secure long term funding for our own building and our long-term objectives.
Other		

## Structure, Governance and Management

Description of charity's trusts:		NA
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO
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	Individuals who wish to be a trustee need to submit a written application, the form of which is available on the MACA website.  Applicants are then interviewed by existing trustee members which include the Chairperson, a board member, a representative of the senior citizens and young people's group.

### 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	Whistleblowing Code of Conduct Safeguarding
The charity's organisational structure and any wider network with which the charity works.	Para 1.51	MACA has a board of trustees who are all volunteers. We engage staff on a self-employed basis when we receive funding for specific projects. Our strategic partners include Medway Council, Chatham Historic Dockyard Trust, Mid Kent College, The University of Kent, Sunlight Development Trust, Public Health Medway, Kent Police Creative Medway,
Relationship with any related parties	Para 1.51	None
Other		

### Reference and Administrative details

Charity name	Medway African and Caribbean Association
Other name the charity uses	MACA
Registered charity number	1179545
Charity's principal address	CO The Sunlight Development Trust 105 Richmond Rd Gillingham Kent ME7 1LX

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Carol Stewart	Chairperson	2018-2025	MACA trustees
2	Patricia Gayle	Vice Chairperson	2018-2025	MACA trustees
3	Jane Brown	Treasurer	2023-2025	MACA trustees
7	Amanda Halpin	Trustee	2018-2025	MACA trustees
8	Wendell Henry	Trustee	2018-2025	MACA trustees
9	Patricia Cooper	Trustee	2018-2025	MACA trustees
10	Carol Valentine	Trustee	2020-2025	MACA Trustees
11	Andrew Leslie	Trustee	2024-2025	MACA Trustees

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

<b>Director name</b>		
NA		

Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	
NA		

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

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

**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

NA
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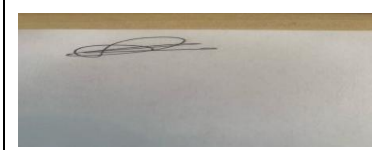
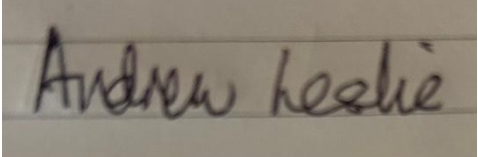
**Other optional information**

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**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>	Dr Carol Stewart	Andrew Leslie
<b>Position (e.g. Secretary, Chair, etc)</b>	Chairperson	Trustee

<b>Date</b>	3/12/2025
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3/12/2025



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Medway African and Caribbean Association

1179545

## Receipts and payments accounts

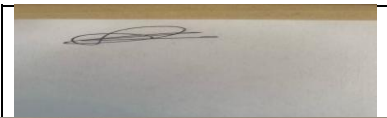
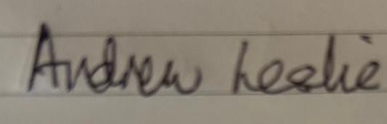
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For the period from	Period start date 01/04/2024	To	Period end date 31/03/2025
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### Section A Receipts and payments

	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>					
Arts Council England		3,000	-	3,000	27,000
National Lottery Community Fund		54,514		54,514	-
Kent Community Foundation seniors	-	12,674	-	12,674	-
Medway Council ( heritage )		9,093		9,093	200
donations /events.other grants	28,505		-	28,505	16,143
Senior citizens subscriptions	8,350		-	8,350	7,629
Philip And Connie Grant Seniors Restricted		6,000		6,000	7,500
YPU Income	861			861	-
<b>Sub total (Gross income for AR)</b>	-	-	-	-	-
	37,716	85,281	-	122,997	54,177
<b>A2 Asset and Investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	<b>37,716</b>	<b>85,281</b>	<b>-</b>	<b>122,997</b>	<b>54,177</b>
<b>A3 Payments</b>					
Senior Citizens	- 10,282	-	-	- 10,282	5,331
MACA Operational Costs	- 1,932		-	- 1,932	6,125
Other Project activities	- 6,670		-	- 6,670	-
events	- 15,233	-		- 15,233	12,674
Phillip and Connie/KCF		- 8,850		- 8,850	- 8,851
Youth projects: Medway Council, other grants and donations, ACE/National Lottery	-	- 52,524	-	- 52,524	- 16,886
<b>Sub total</b>	<b>- 34,117</b>	<b>- 61,374</b>	<b>-</b>	<b>- 95,491</b>	<b>- 1,607</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>- 34,117</b>	<b>- 61,374</b>	<b>-</b>	<b>- 95,491</b>	<b>- 1,607</b>
<b>Net of receipts/(payments)</b>	<b>3,599</b>	<b>23,907</b>	<b>-</b>	<b>27,506</b>	<b>55,784</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	<b>37,826</b>	<b>6,163</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>41,425</b>	<b>30,070</b>	<b>-</b>	<b>-</b>	<b>-</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>	Bank balance at 01/04/24	26,114	68,066	-
				-
		-		-
	<b>Total cash funds</b>	<b>£26,114.00</b>	<b>68,066</b>	<b>-</b>
(agree balances with receipts and payments account(s))				
<b>B2 Other monetary assets</b>	<b>Details</b>	<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
	None	0	-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
		0	-	-
	minibus	Children in Need		
	ICT equipment and resources	Children in Need		
	music equipment	Youth Music		
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
	None		-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Carol Stewart	03/12/2025	
		Andrew Leslie	03/12/2025	







**Section A**

**Independent Examiner's Report**

**Report to the trustees**

Charity Name  
Medway African and Caribbean Association

**On accounts for the year  
ended**

31/3/2025	<b>Charity no (if any)</b>	1179545
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**Set out on pages**

(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 31/03/2025 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**

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:** Brian Pusser

**Date:** 11/12/2025

**Name:** Brian Pusser

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

ICPA B010

<b>Address:</b>	24 Downsview
	Chatham
	Kent ME5 0AP

**Section B****Disclosure**

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.**

**MEDWAY AFRICAN AND CARIBBEAN ASSOCIATION**

England & Wales - Charity number 1179545

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# Accounts

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**Trustees' Annual Report for the period**

**From 1<sup>st</sup> April 2023 Period start date to 31<sup>st</sup> March 2024 Period end date**

**Charity name:** Medway African and Caribbean Association

**Charity registration number:** 1179545

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document.	Para 1.17	To advance any charitable purpose for the benefit of the inhabitants of Kent and Medway, in particular, but not exclusively, persons of the African-Caribbean community, in particular advancing education and/or assisting in the provision of facilities for recreation and other leisure-time activities in the interests of social welfare with the object of improving the condition of life for said inhabitants.
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	The main activities carried out during the year include the following: <ol style="list-style-type: none"><li>1. Senior citizens activities</li><li>2. Events, arts, heritage</li><li>3. Work with young people</li><li>4. Work with partners</li><li>5. Fundraising</li><li>6. Media</li><li>7. MACA development</li><li>8. Health and well being</li></ol>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit.	Para 1.18	The trustees of MACA can confirm that we had had due regard to the guidance issued by the Charity Commission on public benefit We further confirm that all the activities undertaken are for public benefit.

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making.	Para 1.38	NA MACA does not make any grants.
Policy on social investment including program related investment.	Para 1.38	NA MACA does not make any social investments.
Contribution made by volunteers.	Para 1.38	Volunteers make up a substantial contribution to the work of MACA.

		<p>All the trustees are volunteers, and all take part in the work of the charity.</p> <p>This includes applying for funding for the charity.</p> <p>Organising events and activities for the public.</p> <p>Attendance at partnership meetings</p> <p>Volunteers also work alongside the senior citizens coordinator to plan and facilitate the weekly senior citizens group.</p> <p>In addition, young people worked with our youth coordinator to plan and develop activities for young people.</p>
Other		

## Achievements and Performance

	SORP reference	
<p>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.</p>	Para 1.20	<p>This past year we increased our range of activities and undertook preparations for the MACA 40<sup>th</sup> anniversary. We have seen an increase in people attending our regular sessions and events, and more young people engaging in our activities.</p> <p>Our achievements for the year include the following:</p> <p style="text-align: center;"><b>1. Senior Citizens Activities</b></p> <p>The senior citizens programme continues to grow, with an increase in numbers attending the weekly drop-in and an expansion in the range of health and well-being activities.</p> <p>Some of the senior citizens took part in some oral history interviews as part of a production with "Icon Theatre" for their Ghost Ships production, they also supported young people from "Gulbenkian Theatre" who were working on a production of Windrush.</p> <p>Activities over the year included the annual trip to Margate, A visit to Canterbury and to see the Windrush play,</p> <p>visits from a range of speakers on health and well-being matters, as well as activities to help keep people active.</p> <p>MACA received funding to enable us to recruit an advocacy officer for a few months, supporting senior citizens with health and social care needs.</p> <p>There was a visit to Call the Midwife, paid for with grant funding from Phillip and Connie Foundation.</p>

Kent Police funded a dominoes tournament at the drop in which was enjoyed by all. The drop in continues to be coordinated by Marva Wilson-Harrison, who has continued to do the role as a volunteer when funding has ceased, Marva has also worked with the Chair to identify and apply for other sources of funding for activities.

## **2. Events hosted and attended.**

During the period 2023-2024, we held the following events

Windrush 75<sup>th</sup> Anniversary Service, at St Barnabas Church Gillingham. Nearly 100 people attended.

Annual Young Black Achievers awards, at Kings School with a special Jaki Graham. We launched our NHS Blood and Organ donor campaign and Healthy Way programme. This project included a media campaign with videos made with volunteer blood donors, a social media campaign and poster campaign.

We attended the Press Launch for the Call the Midwife tour at the Chatham Historic Dockyard.

We attended and presented at the Creative Schools network.

We attended the NHS Kent and Medway AGM, as well as consultation events on the Health and well-being strategy.

The chair attended the National Black Police Association AGM in Cardiff and was nominated for community champion award. Attendance at this event was self-funded.

We continued work with the NHS Kent and Medway and Public health on addressing health inequalities, taking part in the Medway Food partnership.

We also had stalls at several local events including the Reed Partnership community event at Chatham Dockside Outlet, The Welcome to Medway event, City Hall event, as well as the signing of the Medway Civic charter.

We hosted our first African and Caribbean cultural market at the Corn Exchange in Rochester, we had 12 stalls, and good attendance, such was the popularity of the event we organised one for Easter 2024.

## **3. Work with young people**

Young people took part in the Annual Genfest event and hosted a dance workshop.

We had funding to deliver Mixed Martial Arts, Dance, Windrush workshops, and

commenced work with the University of Kent to explore Diversity in the curriculum. The youth programme has been delivered under the leadership of Ola Owolabi, with support from young people of Young People United. Ola has also continued working with the young people on a voluntary basis when funding has ceased and worked with the Chair and young people to identify and apply for funding.

We have had in kind support from Medway Council Youth Service, and Medway Council Culture team, also the Chatham Historic Dockyard and Mid Kent College. The Young people worked on several funding applications, and have also been working hard to reestablish themselves, and be more involved in MACA activities. They have taken on more leadership roles, including co-facilitating dance workshops, and taking part in media projects, and marketing.

#### **4. Work with partners**

MACA has continued to strengthen our relationships with local partners, including Medway Council, the chair and vice chair held quarterly meetings the Chief Executive of Medway Council, up until he retired. We have held meetings with the Chief Executive of the Chatham Historic Dockyard and the CDHT team, Medway Council Arts team, Public Health, Kent Police Kent Fire and Rescue and NHS Kent and Medway Chair, as well as regular support from the Leader of Medway Council, the Mayor and Deputy Mayor and local councillors from all political parties.

MACA is an active member of Creative Medway. We continue our work with schools, who have been experiencing incidents of racism.

MACA is a member of Kent Police Independent Police Advisory Group (IPAG) and over the past year has been supporting members who continue to experience racism.

The chair is also an Ambassador for the Chatham Historic Dockyard.

The chair was also elected as one of the 5 inspirational women in Medway as part of the Cut of her Cloth project, and members of the drop in contributed to a mural that is to be exhibited at a parade in July 2024.

		<p style="text-align: center;"><b>5 Fundraising</b></p> <p>We have a small number of regular donors, and we are also participating in Medway Lottery. Annual funds from Medway Lottery are in the region of £400 for the financial year.</p> <p>During the period of this report, we received a grant from the NHS Blood and Organ donation project to launch a Blood and Organ donation campaign, targeting African and Caribbean communities. We received funding from Phillip and Connie Foundation, Arts Council England, National Lottery Community Fund, Asda and Coop, as well as regular donations and income from events.</p> <p style="text-align: center;"><b>6 MACA in the news</b></p> <p>MACA continues to be a regular feature in the local media. BBC radio Kent, KM TV, ITV Meridian SE, BBC South East and Medway Messenger has regularly featured our work, and we have also sourced stories for them.</p> <p>ITV Meridian has covered stories about Windrush, as well as MACA events. The chair took part in BBC Points of View programme and takes part in regular interviews on a range of topics related to local and national issues, as well as MACA projects.</p> <p>The MACA website was refreshed during this period, with in kind support from Panoramic Design, who worked with the young people to refresh the design and content.</p> <p>Our social media followers have grown with nearly 3,000 followers across all of our social media and newsletter subscribers, having a regular media presence has helped to raise our profile, as well as regular social media engagement.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

<p>Achievements against objectives set.</p>	<p>Para 1.41</p>	<p>We set the following objectives last year of which most of them have been achieved.</p> <p><b>Business plan</b></p> <p>We are continuing to work towards developing a costed business plan, and look at long term sustainable funding opportunities, and services that we can charge for.</p> <p>We have applied for funding to help us further develop the business plan.</p>
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**Increase our fundraising activity:** We have been successful in receiving funding for several projects, to enable us to deliver key activities during the year.

These funds include

- Kent Community Foundation
- Medway Council Culture Team and Youth Service, (cash and in Kind)
- Public Health Medway
- Ideas Test
- University of Kent
- Kings School Rochester
- Mrs Baker Medway Theatre company
- CVS Medway
- Engaging Kent
- Arts Council England
- National Lottery Community Fund
- Kent Police
- Coop
- Phillip and Connie Foundation

We also receive in kind funding from

- The Chatham Historic Dockyard
- Medway Council Arts team and Youth service
- The University of Kent
- Public Health

**Objectives for 2024-25:**

1. increase longer term sustainable funding.
2. Engage support to assist with funding and develop a funding strategy aligned with the business plan.

**Volunteer recruitment**

We have managed to increase the number of volunteers, who have assisted with our activities throughout the year, and commenced a recruitment process for new trustees.

We have developed a new volunteer recruitment pack.

**Trustee recruitment**

We also recruited 2 new trustees; however, one has since resigned in 2024.

MACA reviewed and revised policies on safeguarding, financial controls, equality and diversity, risk assessments, GDPR, Reserves.

		<p><b>Objectives 2024/25</b></p> <p>Strengthen the infrastructure of MACA, which includes having in place staff to run MACA on a day-to-day basis, aligned with the business plan.</p> <p>Strengthen the working relationships between the board, project staff, young people and those who access MACA services.</p> <p>Succession planning for the board, to ensure that MACA is sustainable into the future.</p>
Performance of fundraising activities against objectives set.	Para 1.41	We have been successful in our fundraising activities for projects we have delivered as well as secured other income streams from donations and Medway lottery and donations.
Other		<p>We have made progress in strengthening and growing the skills of the board.</p> <p>We have increased engagement with schools, strategic partners, our offer to senior citizens and young people despite limited resources.</p> <p>We have increased our visibility online and in the media.</p>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Balance carried forward. Closing balance 2022/23 £43,988.06</p> <p>Income £101,428</p> <p>Expenditure £78,826</p> <p>Closing balance 30/3/2024 £66,592.32</p> <p>The income for 2023-24 was a significant increase compared to 2022-23, the increase was mainly from grants received, we also saw an increase in payments for senior citizens although it should be noted that a lot of this income was to cover the costs of specific activities such as Margate and the Christmas meal, where there was no cost to MACA as fees covered the costs. We received income for the MACA market, which was used to cover the costs.</p>
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		<p>There has been an increase in the number of small donations and grants unrestricted during the financial year.</p> <p>We previously banked with Barclays and now bank with Lloyds.</p> <p>We also have an online market place with Sum up which enables us to sell tickets for events and we have access to a card reader so we can take online payments at events.</p>
<p>Statement explaining the policy for holding reserves stating why they are held.</p>	<p>Para 1.22</p>	<p>MACA's reserve policy is to maintain a minimum level of reserves equivalent to two months of its average annual expenditure, unrestricted funds, based on the average expenditure the previous 3 financial years. This is based on an assessment of the risks and uncertainties that MACA faces, such as fluctuations in income, changes in demand for services, unexpected costs, and legal obligations. MACA's reserve policy also considers the availability of other sources of funding, such as restricted funds, designated funds, and loans. This figure is reviewed annually.</p> <p><u>Purpose of Reserves</u></p> <p>Reserves are essential for providing financial stability and flexibility to the organization. The primary purposes of reserves within MACA are:</p> <ul style="list-style-type: none"> <li>a. Financial Stability: To safeguard the organization against unforeseen financial challenges, economic downturns, or unexpected expenses.</li> <li>b. Strategic Investments: To support the implementation of strategic initiatives and projects that align with MACA's mission and goals.</li> <li>c. Operational Continuity: To ensure the uninterrupted delivery of programs and services even in the face of funding fluctuations or short-term financial constraints.</li> </ul> <p><u>Types of Reserves</u></p> <p>MACA recognises the need for different types of reserves to address various financial needs. The following are the key categories:</p> <ul style="list-style-type: none"> <li>a. General Reserves: Unrestricted funds set aside to cover day-to-day operational</li> </ul>

		<p>expenses, mitigate financial risks, and address unforeseen circumstances.</p> <p>b. Designated Reserves: Set aside for specific purposes, such as capital projects, program expansion, or other strategic initiatives, as determined by the Board of Trustees.</p> <p>c. Restricted Reserves: Funds earmarked for a particular project or purpose, in accordance with donor restrictions or specific fundraising campaigns.</p>
Amount of reserves held	Para 1.22	£66592.32
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	NA

### 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	<p>The majority of the funds received during the year derived from the following sources. Grants: this constituted over 80% of the income.</p> <p>The remaining income was from donations, and income from events.</p>
Investment policy and objectives including any social investment policy adopted.	Para 1.46	NA
A description of the principal risks facing the charity	Para 1.46	MACA has developed its business plan and sustainability plan; we are working with partners to undertake a feasibility study to secure long term funding for our own building and our long-term objectives.
Other		

### Structure, Governance and Management

Description of charity's trusts:		NA
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO

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	Individuals who wish to be a trustee need to submit a written application, the form of which is available on the MACA website.  Applicants are then interviewed by existing trustee members which include the Chairperson, a board member, a representative of the senior citizens and young people's group.
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### 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	Safeguarding policy Data protection policy Privacy policy Trustee recruitment pack Financial controls procedure Reserves policy
The charity's organisational structure and any wider network with which the charity works.	Para 1.51	MACA has a board of trustees who are all volunteers. We engage staff on a self-employed basis when we receive funding for specific projects. Our strategic partners include Medway Council, Chatham Historic Dockyard Trust, Mid Kent College, The University of Kent, Medway CVS, Public Health Medway, Kent Police.
Relationship with any related parties	Para 1.51	None
Other		

### Reference and Administrative details

Charity name	Medway African and Caribbean Association
Other name the charity uses	MACA
Registered charity number	1179545
Charity's principal address	CO The Sunlight Development Trust 105 Richmond Rd Gillingham Kent ME7 1LX

### 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	Carol Stewart	Chairperson	2018-2023	MACA trustees
2	Patricia Gayle	Vice Chairperson	2018-2023	MACA trustees

3	Jane Brown	Treasurer	2023-2024	MACA trustees
7	Amanda Halpin	Trustee	2018-2023	MACA trustees
8	Wendell Henry	Trustee	2018-2023	MACA trustees
9	Patricia Cooper	Trustee	2018-2023	MACA trustees
10	Carol Valentine	Trustee	2020-2023	MACA Trustees
11	Michelle Mclarren	Trustee	2023-2024	MACA Trustees

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

<b>Director name</b>		
NA		

Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	
NA		

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

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

**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

NA
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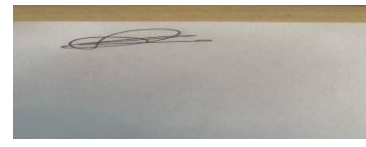

**Other optional information**

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**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>	Dr Carol Stewart	Trish Gayle
<b>Position (e.g. Secretary, Chair, etc)</b>	Chairperson	Vice Chairperson

<b>Date</b>	22/1/2025
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**Receipts and payments accounts**

CC16a

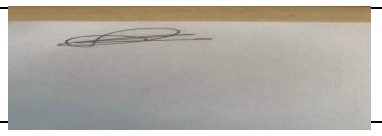

<b>For the period from</b>	Period start date 01/04/2023	<b>To</b>	Period end date 31/03/2024
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**Section A Receipts and payments**

	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>					
Arts Council England (restricted)		27,000	-	27,000	-
Active Kent					4,853
Youth Music					2,837
Kent Community Foundation Young People ( Restricted)	-	7,000	-	7,000	10,000
Kent Community Foundation Jubilee grant					10,000
Medway Council Childrens services ( restricted)		200		200	-
National Lottery Awards for All ( Restricted)	-	10,000	-	10,000	-
Medway Council arts Grants		2,100	-	2,100	2,000
Senior citizens subscriptions	7,629		-	7,629	4,665
Donations, other grants and event receipts	15,671			15,565	13,582
Philip And Connie Phillips Grant Seniors Restricted		7,500		7,500	-
Paramount Sticks And Stones Restricted		1,000		1,000	-
Rush Musical Restricted To Pay Costs		578		578	-
Sport England					6,240
NHS Blood and organ project/healthy way Restricted	-	22,750	-	22,750	-
<b>Sub total (Gross income for AR)</b>	-	-	-	-	-
	<b>23,301</b>	<b>78,128</b>	<b>-</b>	<b>101,322</b>	<b>54,177</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>23,301</b>	<b>78,128</b>	<b>-</b>	<b>101,428</b>	<b>54,177</b>
<b>A3 Payments</b>					
Active Kent/Sport England	-	7,065	-	7,065	-
Kent Community Foundation (Youth )	-	350	-	350	-
Senior Citizens	5,331			5,331	
MACA Operational Costs	6,125			6,125	2,757
NHS BT Blood and Organ project /Healthy Way		19,467		19,467	
project activites and events	12,674			12,674	21,121
National lottery and Arts Council		16,886		16,886	
Phillip and Connie Seniors		7,804		7,804	
Sticks and Stones		3,124		3,124	
<b>Sub total</b>	<b>24,130</b>	<b>54,696</b>	<b>-</b>	<b>78,826</b>	<b>23,878</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
CCXX R1 accounts (SS) <b>Sub total</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>22/01/2025 -</b>

<b>Total payments</b>	<b>- 24,130</b>	<b>- 54,696</b>	<b>-</b>	<b>- 78,826</b>	<b>- 23,878</b>
<b>Net of receipts/(payments)</b>	<b>- 829</b>	<b>23,432</b>	<b>-</b>	<b>22,603</b>	<b>78,055</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	37,826	6,163	-	-	-
<b>Cash funds this year end</b>	<b>36,997</b>	<b>29,595</b>	<b>-</b>	<b>-</b>	<b>-</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>	Bank balance at 01/04/24	36,997	29,595	-
				-
		-		-
	<b>Total cash funds</b>	<b>£36,890.00</b>	<b>29,595</b>	<b>-</b>
(agree balances with receipts and payments account(s))				
<b>B2 Other monetary assets</b>	<b>Details</b>	<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
	None	0	-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
		0	-	-
	minibus	Children in Need		
	ICT equipment and resources	Children in Need		
	music equipment	Youth Music		
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
	None		-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Carol Stewart	22/01/2025	
		Patricia Gayle	<b>22/01/2025</b>	

Funds carried forward from  
22/23 plus other grants and  
income  
Used surplus from other  
unrestricted funds )  
Had funds carried forward from  
Phillip and Connie grant 21-  
22)

Used some of the Medway  
Council grant







**Section A Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Medway African and Caribbean Association

**On accounts for the year  
ended**

31 <sup>st</sup> March 2024	<b>Charity no (if any)</b>	1179545
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**Set out on pages**

(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:** *B R Pusser*

**Date:** 13/01/2025

**Name:** B R Pusser

**Relevant professional  
qualification(s) or body**

ICPA 010 BRP

(if any):

Address:

**Section B**

**Disclosure**

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.**

**MEDWAY AFRICAN AND CARIBBEAN ASSOCIATION**

England & Wales - Charity number 1179545

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# Accounts

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**Trustees' Annual Report for the period**

**From 30<sup>th</sup> July 2022 Period start date to 30<sup>th</sup> July 2023 Period end date**

**Charity name:** Medway African and Caribbean Association

**Charity registration number:** 1179545

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance any charitable purpose for the benefit of the inhabitants of Kent and Medway, in particular, but not exclusively, persons of the African-Caribbean community, in particular advancing education and/or assisting in the provision of facilities for recreation and other leisure-time activities in the interests of social welfare with the object of improving the condition of life for said inhabitants.
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	The main activities carried out during the year included the following: <ol style="list-style-type: none"><li>1. Senior citizens activities</li><li>2. Events, arts, heritage</li><li>3. Work with young people</li><li>4. Work with partners</li><li>5. Fundraising</li><li>6. Media</li><li>7. MACA development</li><li>8. Health and well-being</li></ol>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees of MACA can confirm that MACA have had due regard to the guidance issued by the Charity Commission on public benefit. It can be further confirmed that all the activities undertaken are for public benefit and charitable purposes.

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making.	Para 1.38	N/A MACA does not make any grants.

Policy on social investment including program related investment.	Para 1.38	N/A MACA does not make any social investments
Contribution made by volunteers.	Para 1.38	Volunteers make up a substantial contribution to the work of MACA. All of the trustees are volunteers, and all take part in the work of the charity. This includes applying for funding for the charity. Organising events and activities for the public Attendance at partnership meetings Volunteers also plan and facilitate the weekly senior citizens group, in addition young people worked with MACA youth coordinator to develop activities for young people.
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>This past year saw a marked growth in MACA activities, and an increase in people attending regular sessions and events. MACA achievements for the year included the following:</p> <p><b>1. senior citizens activities</b></p> <p>The senior citizens programme continues to grow, with an increase in numbers attending the weekly drop-in. In addition to this, the project coordinator developed additional activities to promote well-being on additional days, these included trips to places of interest, exercise classes and weekly provision of meals at the drop-in centre. MACA received continued funding to run the hypertension heroes to carry out blood pressure checks on the elders. MACA also received extra funding which enabled the hosting of extra drop-in sessions.</p> <p>MACA collaborated with organisations such as Bright Shadow to organise arts events. Legal advice sessions, on wills and probate were held.</p> <p>MACA sadly lost a number of its elders between July 2022 and July 23, and offered support in attending funerals. Supporting was also offered family members of the deceased.</p>

A number of the senior citizens continue to have health challenges, and one of MACA's priorities was to increase the range of activities to promote health and well-being. There is a nurse who visits often and helps with health checks and health advice. Public Health works in great partnership with MACA, facilitating activities at the drop ins.

Kent Police and Kent Fire and rescue are also regular visitors to the drop ins.

Other activities included:-

- An African Dance weekly programme.
- Guest Musician reminiscing session
- Afternoon Tea visit in Maidstone.
- Visit to Glassbox Theatre
- Annual Trip to Hastings and Margate
- A Talk about Care in the Home or Social Care Homes
- A Talk from National Alzheimer and Dementia Society
  
- 75<sup>th</sup> Windrush Anniversary Celebrity Cricket Match was held in Milton Keynes
  
- Call The Midwife Tour with a Sandwich Tea at the Chatham Dockyard.

## **2. Events hosted and attended.**

During the period 2022/2023 MACA held the following events:-

- Windrush 75<sup>th</sup> anniversary service, at St Barnabas Church Gillingham, nearly 100 attended.
- Annual Young Black Achievers awards, with over 50 awards presented, we received a donation from Kings School, Rochester at the event.
- Launched our NHS Blood and Organ donor campaign.
- Attended the Press Launch for the Call the Midwife tour at the Chatham Historic Dockyard
- Attended and presented at the Creative Schools network offering guidance on diversifying the curriculum.
- Attended Creative Medway Congress, and have been an active member of Creative Medway
- Ran focus groups on Diabetes and COPD

- The chair presented awards at the BBC Make a Difference Awards
- MACA was one of the finalists for Pride of Medway

### **3. Work with young people**

The Youth coordinator worked with the young people to complete the Youth Music project and organise an Album launch held at Rochester Cathedral.

Young people took part in the annual Genfest event and hosted a dance workshop.

One of the young people was featured in the Matilda Movie shown on Netflix, and MACA organised a visit to the cinema to watch it.

Young people performed at Rochester Christmas market, MACA had funding to deliver Futsal, Dance, martial arts programmes.

The youth programme is delivered under the leadership of Ola Owolabi, with support from Yeni Fadiya, Sage Walsh, Shylo Malone, Uchan Hatari, Harper Martial arts.

MACA have had in-kind support from Medway Council Youth Service, and Medway Council Culture team, the Chatham Historic Dockyard and Mid Kent College

One of the young people prepared and hosted a talk at Chatham Library on Sarah Fornes Bonetta, which was very well received.

### **4. Work with partners**

MACA has continued to strengthen relationships with local partners, including Medway Council, the chair and vice chair held regular quarterly meetings with the retired Chief Executive of Medway Council.. MACA also held meetings with the Chief Executive of the Chatham Historic Dockyard and the CDHT Team, Medway Council Arts Team, Public Health, Kent Police, Kent Fire and Rescue Services and NHS Kent and Medway Chair, as well as regular support from the Leader of Medway Council, the Mayor and Deputy Mayor and local councillors from all political parties.

MACA is an active member of Creative Medway. Work with schools experiencing incidents of racism is on-going.

		<p>MACA has also been supporting Medway Culture Club in the development of a cultural programme for young people, one of the trustees is a volunteer.</p> <p>MACA is a member of Kent Police IPAG and over the past year has been supporting members who continue to experience racism.</p> <p>The chair is also an Ambassador for the Chatham Historic Dockyard. The chair was also elected as one of the 5 inspirational women in Medway as part of the Cut of her Cloth project, and work is underway to produce artwork, music about the women chosen.</p> <p style="text-align: center;"><b>5. Fundraising</b></p> <p>We have small number of regular donors, and we are also participating in Medway Lottery. Annual funds from Medway Lottery are in the region of <b>£400</b> for the financial year. We made several funding applications, and received <b>£43,790</b> in grants, and small funds over the financial year, over <b>£5,000</b> in donations from individuals, events and funds raised by other organisations such as Kings School. During the period of this report, we received a grant from the NHS Blood and Organ donation project to launch a Blood and Organ donation campaign, targeting African and Caribbean communities. We have made applications to apply for a fundraiser to assist us in strengthening our fundraising strategy and priority bids.</p> <p style="text-align: center;"><b>6 MACA in the news</b></p> <p>MACA continues to be a regular feature in the local media. BBC radio Kent, KM TV, ITV Meridian SE, BBC South East and Medway Messenger has regularly featured its work, and MACA have also sourced stories for them.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

<p>Achievements against objectives set.</p>	<p>Para 1.41</p>	<p>MACA set the following objectives last year of which most of them have been achieved.</p> <p><b>Business plan</b></p>
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		<p><b>Increase our fundraising activity:</b>  MACA have been successful in receiving funding for several projects, to enable us to deliver key activities during the year.</p> <p>These funds include</p> <ul style="list-style-type: none"> <li>• Kent Community Foundation</li> <li>• Youth Music</li> <li>• Medway Council Culture Team and Youth Service, (cash and in Kind)</li> <li>• Public Health Medway</li> <li>• Active Kent</li> <li>• Sports England</li> <li>• Ideas Test</li> <li>• University of Kent</li> <li>• Kings School Rochester</li> <li>• Mrs Baker Medway Theatre company</li> <li>• CVS Medway</li> <li>• Engaging Kent</li> </ul> <p>We also receive in kind funding from</p> <ul style="list-style-type: none"> <li>• Mid Kent College</li> <li>• The Chatham Historic Dockyard</li> <li>• Medway Council Arts team and Youth service</li> <li>• The University of Kent</li> <li>• Public Health</li> </ul> <p>We have managed to increase the number of volunteers, who have assisted with our activities throughout the year, and commenced a recruitment process for new trustees.</p> <p>MACA reviewed and revised policies on safeguarding, financial controls, equality and diversity, risk assessments, GDPR, Reserves.</p>
<p>Performance of fundraising activities against objectives set.</p>	<p>Para 1.41</p>	<p>MACA have been successful in its fundraising activities for projects delivered as well as secured other income streams from donations and Medway lottery and donations.</p>
<p>Other</p>		<p>MACA have made progress in strengthening and growing the skills of the board.</p> <p>We have increased engagement with schools and senior citizens despite limited resources.</p> <p>We have increased our visibility online and in the media.</p>

## Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<p>Balance carried forward. Closing balance <b>£65,304</b> Income <b>£54,177.14</b> Expenditure <b>£75,493.60</b> Closing balance <b>31/3/2023</b> <b>£43,988.06</b></p> <p>The income for 2022-23 was a significant reduction compared to previous years, however, MACA had a healthy closing balance and funds that were carried forward, as some of the grants spanned 2 financial years. MACA also have a significant amount of unrestricted funds that was used flexibly, this year.</p> <p>There has been an increase in the number of small donations and grants unrestricted during the financial year. MACA previously banked with Barclays and did not have use of a debit card to make online transactions, so when using PayPal, some of the transactions did not show on the bank statement until the following month, which made it look as if MACA overspent in a particular month.</p> <p>MACA also have now changed banks, due to review account and the systems in place. A thorough review of different banks was undertaken, and Lloyds Bank was favoured due to services offered.</p>
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p>MACA's reserve policy is to maintain a minimum level of reserves equivalent to 2 months of its average annual expenditure of unrestricted funds, based on the average expenditure for the previous 3 financial years. This is based on an assessment of the risks and uncertainties that MACA faces, such as fluctuations in income, changes in demand for services, unexpected costs, and legal obligations. MACA's reserve policy also considers the availability of other sources of funding, such as restricted funds, designated funds, and loans. This figure is reviewed annually.</p> <p><b>Purpose of Reserves</b></p> <p>Reserves are essential for providing financial stability and flexibility to the organization. The primary purposes of reserves within MACA are:</p>

		<p>a. <b>Financial Stability:</b> To safeguard the organization against unforeseen financial challenges, economic downturns, or unexpected expenses.</p> <p>b. <b>Strategic Investments:</b> To support the implementation of strategic initiatives and projects that align with MACA's mission and goals.</p> <p>c. <b>Operational Continuity:</b> To ensure the uninterrupted delivery of programs and services even in the face of funding fluctuations or short-term financial constraints.</p> <p><b>Types of Reserves</b></p> <p>MACA recognises the need for different types of reserves to address various financial needs. The following are the key categories:</p> <p>a. <b>General Reserves:</b> Unrestricted funds set aside to cover day-to-day operational expenses, mitigate financial risks, and address unforeseen circumstances.</p> <p>b. <b>Designated Reserves:</b> Set aside for specific purposes, such as capital projects, program expansion, or other strategic initiatives, as determined by the Board of Trustees.</p> <p>c. <b>Restricted Reserves:</b> Funds earmarked for a particular project or purpose, in accordance with donor restrictions or specific fundraising campaigns.</p>
Amount of reserves held	Para 1.22	<b>£37,826</b>
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

**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 the funds received during the year derived from the following sources. Grants:- this constituted over <b>80%</b> of the income
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		The remaining income was from donations, and income from events.
Investment policy and objectives including any social investment policy adopted.	Para 1.46	NA
A description of the principal risks facing the charity	Para 1.46	MACA has developed its business plan and sustainability plan; working with partners to undertake a feasibility study to secure long term funding for our own building and our long-term objectives.
Other		

### Structure, Governance and Management

Description of charity's trusts:		NA
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO
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	Individuals who wish to be a trustee need to submit a written application, the form of which is available on the MACA website.  Applicants are then interviewed by existing trustee members which include the Chairperson, a board member, a representative of the senior citizens and young people's group.

### 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	Safeguarding policy Data protection policy Privacy policy Trustee recruitment pack
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		Financial controls procedure Reserves policy <b>Volunteer policy</b>
The charity's organisational structure and any wider network with which the charity works.	Para 1.51	MACA has a Board of Trustees who are all volunteers. We engage staff on a self-employed basis when we receive funding for specific projects. Our strategic partners include Medway Council, Chatham Historic Dockyard Trust, Mid Kent College, The University of Kent, Medway CVS, Public Health Medway, Kent Police
Relationship with any related parties	Para 1.51	<b>None</b>
Other		

#### Reference and Administrative details

Charity name	<b>Medway African and Caribbean Association</b>
Other name the charity uses	<b>MACA</b>
Registered charity number	<b>1179545</b>
Charity's principal address	<b>C/O The Sunlight Development Trust 105 Richmond Rd Gillingham Kent ME7 1LX</b>

#### Names of the charity trustees who manage the charity

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Carol Stewart	Chairperson	2018-2023	MACA trustees
2	Patricia Gayle	Vice Chairperson	2018-2023	MACA trustees
3	David Murray	Treasurer	2018-2023	MACA trustees
7	Amanda Halpin	Trustee	2018-2023	MACA trustees
8	Wendell Henry	Trustee	2018-2023	MACA trustees
9	Patricia Cooper	Trustee	2018-2023	MACA trustees
10	Carol Valentine	Trustee	2020-2023	MACA Trustees

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

Director name		
NA		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
NA		

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 fall within the custodian charity's objects.	NA
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	NA

**Additional information (optional)**

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

Type of adviser	Name	Address
NA		

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

NA
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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

NA

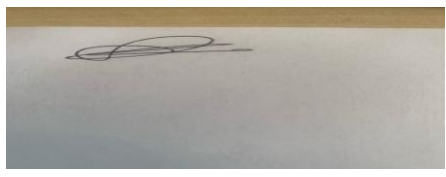

## Other optional information

MACA appointed 2 new trustees in the later part of 2023 and the existing treasurer David Murray resigned in 2023. These names are now shown on the Charity register, Lady Ima Jane Brown, and Michelle McClarren.

## 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> Carol Stewart	Trish Gayle
<b>Position (e.g. Secretary, Chair, etc)</b>	Chairperson	Vice Chairperson
<b>Date</b>	15/1/2024	



## Receipts And Payments Accounts

CC16a

For the period  
from

Period start date  
01/04/2022



To

Period end date  
31/03/2023

### 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>					
Active Kent (restricted)		4,853	-	4,853	-
Youth Music (restricted)	-	2,837	-	2,837	25,537
Kent Community Foundation Jubilee grant	10,000			10,000	
Kent Community Foundation Young People ( Restricted)	-	10,000	-	10,000	5,000
Medway Council arts Grants	2,000	-	-	2,000	35,997
Senior citizens subscriptions	4,665	-	-	4,665	3,300
Donations, other grants and event receipts	13,582			13,582	71,431
Sport England (restricted)	-	6,240	-	6,240	-
<b>Sub total (Gross income for AR)</b>	-	-	-	-	-
	30,247	23,930	-	54,177	141,265
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	<b>30,247</b>	<b>23,930</b>	<b>-</b>	<b>54,177</b>	<b>141,265</b>
<b>A3 Payments</b>					
Youth Music		16,074	-		13,389
Active Kent/Sport England	-	7,395	-		-
Kent Community Foundation (Youth )	-	12,057	-		-
Senior Citizens	5,890		-		10,689
MACA operational costs	2,757		-		888
project activities and events	31,320	-	-		21,121
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>39,967</b>	<b>35,526</b>	<b>-</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>39,967</b>	<b>35,526</b>	<b>-</b>		
<b>Net of receipts/(payments)</b>	<b>- 9,720</b>	<b>- 11,596</b>	<b>-</b>		
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	47,545	17,759	-		-
<b>Cash funds this year end</b>	<b>37,826</b>	<b>6,163</b>	<b>-</b>	<b>-</b>	<b>-</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>	Bank balance at 1/04/23	37,826	6,163	-
				-
		-		-
	<b>Total cash funds</b>	37,826	6,163	
(agree balances with receipts and payments account(s))				
<b>B2 Other monetary assets</b>	<b>Details</b>	<b>Unrestricted Funds to nearest £</b>	<b>Restricted Funds to nearest £</b>	<b>Endowment Funds to nearest £</b>
	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
	None	-	-	-
		-	-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
		-	-	-
	Minibus	Children in Need	-	-
	ICT equipment and resources	Children in Need	-	-
	music equipment	Youth Music	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B5 Liabilities</b>	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
	None		-	-
			-	-
			-	-
			-	-
			-	-
Signed by one or two trustees on behalf of all the trustees	<b>Signature</b>	<b>Print Name</b>		<b>Date of approval</b>
		<b>Carol Stewart</b>		23/01/2024
		Patricia Gayle		<b>23/01/2024</b>

Funds carried forward from  
2021-22 (12,148.23 total  
budget £14,985.23)  
Total budget available £11,093  
Used surplus from other  
unrestricted funds )  
Had funds carried forward from  
Phillip and Connie grant 21-  
22)





**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Medway African and Caribbean Association

**On accounts for the year  
ended**

31 March 2023

**Charity no  
(if any)**

1179545

**Set out on pages**

(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 **31/03/2023**

**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**

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:

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:** *Brian Pusser*

**Date:** 23/01/2024

**Name:** Brian Pusser

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

ICPA BRP010

**Address:** 24 Downsview

Chatham

ME5 0AP

**Section B****Disclosure**

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.**

**MEDWAY AFRICAN AND CARIBBEAN ASSOCIATION**

England & Wales - Charity number 1179545

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# Accounts

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## Trustees' Annual Report for the period

From **30<sup>th</sup> July 2021** Period start date To **30<sup>th</sup> July 2022**  
Period end date

**Charity name:** Medway African and Caribbean Association

**Charity registration number:** 1179545

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance any charitable purpose for the benefit of the inhabitants of Kent and Medway, in particular, but not exclusively, persons of the African-Caribbean community, in particular advancing education and/or assisting in the provision of facilities for recreation and other leisure-time activities in the interests of social welfare with the object of improving the condition of life for said inhabitants.
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	The main activities carried out during the year include the following: <ol style="list-style-type: none"><li>1. senior citizens activities</li><li>2. Events, arts, heritage</li><li>3. Work with young people</li><li>4. Work with partners</li><li>5. Fundraising</li><li>6. Media</li><li>7. MACA development</li></ol>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees of MACA can confirm that we had had due regard to the guidance issued by the Charity Commission on public benefit We further confirm that all the activities undertaken are for public benefit.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	NA MACA does not make any grants
	Para 1.38	NA MACA does not make any social investments

Policy on social investment including program related investment		
Contribution made by volunteers	Para 1.38	<p>Volunteers make up a substantial contribution to the work of MACA. All of the trustees are volunteers, and all take part in the work of the charity. This includes applying for funding for the charity</p> <p>Organising events and activities for the public</p> <p>Attendance at partnership meetings</p> <p>Volunteers also plan and facilitate the weekly senior citizens group, in addition young people and a volunteer youth coordinator developed activities for young people</p>
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>The past year saw us return to putting on .</p> <p>Our achievements for the year include the following:</p> <p><b>1. senior citizens activities</b></p> <p>The senior citizens programme continues to grow, with an increase in numbers attending the weekly drop in, in addition the project coordinator has developed additional activities to promote well being on additional days, these includes trips to places of interest, exercise classes, we received funding to train hypertension heroes, who carry out blood pressure checks. Activities resumed in person during the spring of 2021 when lockdown restrictions eased.</p> <p>We sadly lost a number of elders during the past year, including Louis Franklin, Ruben Archer (Archie), Peter Archer.</p> <p>Several the senior citizens have had health challenges across the year, and we have strived really hard to continue to provide support to those</p>

who need it, which includes liaising with health and social care professionals

The group has had regular visits from CLO Bob Mahay, as well as funding and talks from Public Health and Kent Sports, Dulverton Trust, Phillip and Connie to fund activities such as, visits to museums, Afternoon tea, books and resources

The senior citizens has received over £11, 600 in grants, and we are busy applying for funding for 22/23.

## **2. Events**

We continued to run events over the past year, when restrictions lifted.

These included our annual Black achievers awards, we received a grant from Medway Council to commission a play telling the story of William Cuffay, as well as funding from Kent Community Foundation to deliver an event to celebrate the Queen's platinum jubilee. The event sold out of free tickets within 24 hrs, which was a record for any MACA event

MACA were very honoured to be selected as a finalist for Pride of Medway awards, and attended a gala event at Mid Kent college. Although we did not win, it was an honour for our achievements to be recognised. We were also finalists in the Kent Healthwatch awards, jointly with our partners from Public Health Medway We worked with Public Health Medway to host Move Well and Eat well, an event to encourage people who are less active to engage in health and well being activities .

Our annual Black achievers awards, ,saw us give out over 53 awards last year.

We also had an amazing Christmas meal, with food from Olbys Soul Café.

## **3. Work with young people**

This last year has seen significant growth in our work with young people. We have been awarded over £92,000 to support our work with young people. The funding has enabled us to develop and deliver a Youth music programme, which resulted in young

people producing and writing their own music, which they performed at Rochester Cathedral, a martial arts programme, dance workshops, and a grant from Children in Need to get a minibus, ICT equipment, books, sports equipment.

The young programme has been delivered under the leadership of Ola Owolabi, with support from Yeni Fadiya, Sage Walsh, Shylo Malone, Uchan Hatari, Harper Martial arts. We have had in kind support from Medway Council Youth Service.

The young people were selected as winners in a Levi's music competition, and were able to meet Mabel online.

They have also performed publicly at Gulbenkian, as part of a youth fest, Rochester Christmas market

Three of our young people were nominated to take part in a project with Ideas Test, where they were given free training on project management and took part in work experience.

We have also some budding entrepreneurs who have launched their own fashion label.

#### **4. Work with partners**

MACA has continued to grow our relationships with local partners, including Medway Council, the chair and vice chair have quarterly meetings the Chief Executive of Medway Council, meetings with the Chief Executive of the Chatham Historic Dockyard and the CDHT team, Medway Council Arts team, Public Health, Kent Police, , CVS, Faith forums, Medway food partnership.

MACA has contributed to the Medway Cultural strategy and is a member of Creative Medway, we have been working with the Education department on the diversity curriculum

MACA has also been supporting Medway Culture Club in the development of a cultural programme for young people, one of the trustees is a volunteer and trustee on their board.

Our work with Public Health was recognised in the Healthwatch awards

		<p>MACA is a member of Kent Police IPAG and over the past year has been supporting members who continue to experience racism. We have continued our work with the University of Kent and the chairperson sits on the advisory board for the University of Kent Public Engagement and external relations. The chair is also an Ambassador for the Chatham Historic Dockyard.</p> <p style="text-align: center;"><b>5. MACA in the news</b></p> <p>MACA continues to be a regular feature in the local media. BBC radio Kent have featured the youth music project, and we have also taken part in interviews about topical issues that impact on the Black community. ITV Meridian did a feature on the charity, as part of a story about local people</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>We set the following objectives last year of which most of them have been achieved</p> <p><b>Business plan</b></p> <p><b>Increase our fundraising activity:</b> We have been successful in receiving funding for a number of projects, to enable us to deliver key activities during the year.</p> <p>These funds include</p> <ul style="list-style-type: none"> <li>• BBC Children in Need</li> <li>• Kent Community Foundation</li> <li>• The Dulverton Trust</li> <li>• Phillip and Connie</li> <li>• Kent Community Foundation and The Brook Trust</li> <li>• Kent Sports, Sports England and National Lottery</li> <li>• Public Health Medway</li> <li>• Heritage Lottery funding</li> <li>• We continue to receive regular donations from the public</li> <li>• Medway Council Arts team</li> </ul> <p>We also receive in kind funding from</p> <ul style="list-style-type: none"> <li>• Mid Kent College</li> <li>• The Chatham Historic Dockyard</li> <li>• Medway Council Arts team and</li> </ul>
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		<p>Youth service</p> <ul style="list-style-type: none"> <li>• The University of Kent</li> <li>• Public Health</li> </ul> <p>We have managed to increase the number of volunteers, who have assisted with our activities throughout the year</p> <p>MACA reviewed and revised policies on safeguarding, financial controls, equality and diversity, risk assessments, GDPR</p>
Performance of fundraising activities against objectives set	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p><b>Balance carried forward Closing balance</b> £18, 196.50</p> <p><b>Income</b> <b>£141,265</b></p> <p><b>Expenditure</b> <b>£94,057</b></p> <p><b>Closing balance 30/3/2022</b> <b>£65,304.32</b></p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	MACA does not have a policy on reserves as yet.
Amount of reserves held	Para 1.22	0
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	As part of our business planning, we are seeking to develop a sustainability plan, which will include this.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal		The majority of the funds received during the year derived from the following sources
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sources of funds (including any fundraising)	Para 1.47	Grants: this constituted over 80% of the income The remaining income was from donations, and income from events
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>NA</b>
A description of the principal risks facing the charity	Para 1.46	MACA has developed its business plan and sustainability plan, we are working with partners to undertake a feasibility study to secure long term funding for our own building and our long term objectives.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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	Individuals who wish to be a trustee need to submit a written application, the form of which is available on the MACA website  Applicants are then interviewed by existing trustee members which include the Chairperson, a board member, a representative of the senior citizens and young people's group.

### 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	Safeguarding policy Data protection policy Privacy policy Trustee recruitment pack Financial controls procedure
The charity's organisational structure and any wider network	Para 1.51	MACA has a board of trustees who are all volunteers. We engage staff on a self employed basis when we receive funding for specific projects.

with which the charity works		Our strategic partners include Medway Council, Chatham Historic Dockyard Trust, Mid Kent College, The University of Kent, , Medway CVS, Public Health Medway, Kent Police
Relationship with any related parties	Para 1.51	<b>None</b>
Other		

## Reference and Administrative details

Charity name	Medway African and Caribbean Association
Other name the charity uses	MACA
Registered charity number	1179545
Charity's principal address	CO The Sunlight Development Trust 105 Richmond Rd Gillingham Kent ME7 1LX

## 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	Carol Stewart	Chairperson	2018-2022	MACA trustees
2	Patricia Gayle	Vice Chairperson	2018-2022	MACA trustees
3	David Murray	Treasurer	2018-2022	MACA trustees
7	Amanda Halpin	Trustee	2018-2022	MACA trustees
8	Wendell Henry	Trustee	2018-2022	MACA trustees
9	Patricia Cooper	Trustee	2018-2022	MACA trustees
10	Carol Valentine	Trustee	2020-2022	MACA Trustees

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

Director name		
<b>NA</b>		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
<b>NA</b>		

## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Business advisor	Eli Thompson	
Commercial advisor	Michael Cheesman	

#### 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

NA
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### Other optional information

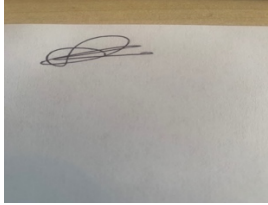

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Carol Stewart	Trish Gayle
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Position (eg  
Secretary, Chair, etc)

Chairperson	Vice Chairperson
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Date

23/8/2021
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Medway African and Caribbean Association

1179545

## Receipts and payments accounts

CC16a

For the period from	Period start date 04/01/2021	To	Period end date 03/31/2022
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### 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>					
Kent Sports (restricted)		11,310	-	11,310	-
Youth Music (restricted)	-	25,537	-	25,537	-
Kent Community Foundation Senior Citizens Medway Grant ( Restricted)	-	3,000	-	3,000	-
Medway Council arts Grants	35,997	-	-	35,997	-
Senior citizens subscriptions	-	3300	-	3,300	-
Children in Need	-	47,815	-	47,815	-
Phillip and Connie grant	-	5,000	-	5,000	-
grants	2,740			2,740	-
event donations	1,566			1,566	84,764
Kent Community Foundation Youth project ( Restricted)	-	5,000	-	5,000	-
<b>Sub total</b> (Gross income for AR)	-	-	-	-	-
	40,303	100,962	-	141,265	84,764
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	40,303	100,962	-	141,265	84,764
<b>A3 Payments</b>					
Youth Music		13,389	-	13,389	-

Kent Sports	-	9,802	-	9,802	-
Children in Need	-	38,168	-	38,168	-
Senior Citizens	-	10,689	-	10,689	-
MACA operational costs	888	-	-	888	-
		-	-		-
project activites and events	21,121	-	-	21,121	76,158
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>22,009</b>	<b>72,048</b>	<b>-</b>	<b>94,057</b>	<b>76,158</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>22,009</b>	<b>72,048</b>	<b>-</b>	<b>94,057</b>	<b>76,158</b>
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<b>Net of receipts/(payments)</b>			-		
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	<b>18,295</b>	<b>28,914</b>	<b>-</b>	<b>47,208</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>	Bank balance at 1/04/22		12,148	-
			611	-
		-	5,000	-
	<b>Total cash funds</b>	<b>£47,545.32</b>	<b>17,759</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
<b>B2 Other monetary assets</b>	<b>Details</b>	<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
	None	0	-	-
			-	-
	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>

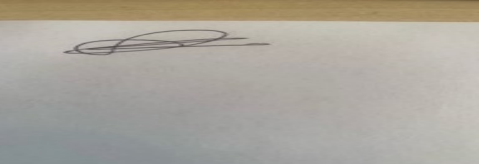
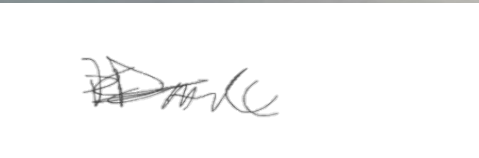
**B4 Assets retained for the charity's own use**

	0	-	-
minibus	Children in Need	<b>30,245</b>	<b>30,245</b>
ICT equipment and resources	Children in Need	<b>8,131</b>	<b>8,131</b>
music equipment	Youth Music	<b>3,344</b>	<b>3,344</b>
		-	-
		-	-
		-	-
		-	-
		-	-

**B5 Liabilities**

<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
None		-	
		-	
		-	
		-	
		-	

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

<b>Signature</b>	<b>Print Name</b>	<b>Date of approval</b>
	Carol Stewart	08/21/2022
	Patricia Gayle	<b>08/21/2022</b>



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name MEDWAY AFRICAN AND CARIBBEAN ASSOCIATION

On accounts for the year ended

31/03/2022

Charity no (if any)

1179545

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 31/03/2022

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:

[Signature]

Date:

02/08/2022

Name:

JULIE SHEPHERD

Relevant professional qualification(s) or body

BOOK KEEPING LEVEL 3

**MEDWAY AFRICAN AND CARIBBEAN ASSOCIATION**

England & Wales - Charity number 1179545

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# Accounts

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## Trustees' Annual Report for the period

From 1<sup>st</sup> June 2020 Period start date To 30<sup>th</sup> July 2021 Period end date

**Charity name:** Medway African and Caribbean Association

**Charity registration number:** 1179545

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance any charitable purpose for the benefit of the inhabitants of Kent and Medway, in particular, but not exclusively, persons of the African-Caribbean community, in particular advancing education and/or assisting in the provision of facilities for recreation and other leisure-time activities in the interests of social welfare with the object of improving the condition of life for said inhabitants.
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	The main activities carried out during the year include the following: <ol style="list-style-type: none"> <li>1. Weekly senior citizens project and activities</li> <li>2. Windrush project This included some workshops and a film</li> <li>3. Hip Hopera Project with Theatre 31</li> <li>4. Work with schools on diversity curriculum</li> <li>5. Online conference on racism</li> <li>6. Work with partners</li> <li>7. Applying for funding</li> <li>8. Media interviews</li> <li>9. Hip Hopera project with young people</li> <li>10. Engaged a senior citizens coordinator</li> <li>11. Unveiling of a memorial plaque for Chatham and William Cuffay</li> </ol>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees of MACA can confirm that we had had due regard to the guidance issued by the Charity Commission on public benefit We further confirm that all the activities undertaken are for public benefit.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
		NA MACA does not make any grants

Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	NA MACA does not make any social investments
Contribution made by volunteers	Para 1.38	Volunteers make up a substantial contribution to the work of MACA. All of the trustees are volunteers, and all take part in the work of the charity. This includes applying for funding for the charity Organising events and activities for the public Attendance at partnership meetings Volunteers also plan and facilitate the weekly senior citizens group, in addition young people and a volunteer youth coordinator developed activities for young people
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>We have continued to grow and make an impact across the region, in spite of the size of the charity. Our achievements for the year include the following:</p> <p style="text-align: center;"><b>1. Weekly senior citizens project and activities</b></p> <p>The weekly senior citizens group continues to grow, in September we were able to secure funding to recruit a part time coordinator for 8 days per month. Marva was previously a volunteer and was successful in securing the position. She has developed an excellent relationship with the group and with partners, and has organised an extensive range of activities both in and out of the drop in, as well as providing support to membrs on their health and social care needs.</p> <p>The group has had regular visits from CLO Bob Mahay, as well as funding and talks from Public Health and Kent Sports to fund</p>

activities such as bowling, visits to Kent Life, digital resources to enable members to take part in online activities. The seniors also took part in arts projects and a project with Bright Shadow.

We were able to secure additional funding from Kent Community Foundation and Public Health to continue to deliver home cooked meals and hampers for the senior citizens up until the end of 2020.

We came together for a meal at Woodlands centre in September, which was covered by ITV Meridian and BBC South East today news

We also had a trip to Margate to have lunch at Olbys and have some social time.

More activities are planned for the rest of this year.

## **2. Windrush project This included a mini exhibition and workshop activities**

We received just over £12k from the Church Urban Fund to deliver some music and story telling workshops, as well as contribute towards the Hip Hopera project and fund an illustration project that captured the story of the Windrush generation of MACA.

Due to COVID a lot of the activities were held online.

The project was coordinated by Yassmin Foster.

## **3. Hip Hopera project**

During 2020-21 we received 15k from Hip Hopera of Arts Council money to fund a Hip Hopera project. The project was coordinated by Lexi Maize, Ola Olwabi and Yassmin Foster.

We worked with up to 30 young people from a wide range of backgrounds and diversities. The young people wrote the script and songs for the project, the project culminated in a short video charting their experience on the project and lessons learnt, this was showcased in January this year.

## **4. Work with partners**

MACA has continued to grow our relationships with local partners, including Medway Council, the chair and vice chair have quarterly meetings the Chief Executive of Medway Council, meetings with the Chief Executive of the Chatham Historic Dockyard and the CDHT team,

Medway Council Arts team, Public Health, Kent Police, Medway Clinical commissioning team, CVS, Faith fourms, Medway food partnership.

MACA has contributed to the Medway Cultural strategy and City of Culture Bid, we have been working with the Education department on the diversity curriculum MACA has also been supporting Medway Cultue Club in the development of a cultural programme for young people, one of the trustees is a volunteer and trustee on their board.

Our work with Public Health has involved us championing issues on health inequalities for the Black community, as well as finding ways to encourage activities to promote well being.

MACA is a member of Kent Police IPAG and over the past year has been supporting members who continue to experience racism.

We have continued our work with the University of Kent on our projects, we jointly organised a conference on racism, as well as spoke out seminars.

#### **5. Online conference**

Last year we worked with the University of Kent to organise an online conference on racism, there were nearly 40 people that attended, with presentations from Public Health, The University of Kent, Everett Henry, and young people from MACA, participants were provided with tools to develop a diversity checklist.

As a result of the conference we have continued engagement with partners on racism and diversity

#### **6. Work with schools**

MACA delivered training to the Thinkng Schools Academies trust on cultural competency, and we continue to provide advice and guidance to shools on diversity

#### **7. MACA in the news**

MACA continues to be a regular feature in the local media, our food project and Hip Hopera were featured on BBC and ITV, as well as the Hate crime conference and the PCC Hustings in May this year.

MACA continues to work with local media to find stories about the local community.

		<p><b>8. Memorial Plaque for William and Chatham Cuffay</b></p> <p>In November 2020 we received funding to erect a plaque in honor of William and Chatham Cuffay. The plaque was made by the Nubian Jak Memorial Trust, and funded by Medway Council Arts team, SE Unite, Cllr Lady Lola Magdalena Ministries, Chinara Enterprises Ltd, Medway Health Unison branch Medway TUC. The plaque was installed to commemorate the 150<sup>th</sup> anniversary of the death of William Cuffay, it was installed at the Historic Dockyard, Chatham. Due to COVID we had the official unveiling in July this year, with the Mayor of Medway Council Cllr Jan Aldous.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>We set the following objectives last year of which most of them have been achieved</p> <p><b>Recruit a senior citizens coordinator;</b> MACA has been able to recruit Marva Wilson Nabil in September 2020.</p> <p><b>Increase our fundraising activity:</b> We have been successful in receiving funding for a number of projects, to enable us to deliver key activities during the year.</p> <p>These funds include</p> <ul style="list-style-type: none"> <li>• The Church Urban Fund Windrush grant</li> <li>• Theatre 31, Icon Theatre and the Arts Council for a Hip Hopera, to tell the story of the Windrush generation</li> <li>• The University of Kent</li> <li>• Kent Police</li> <li>• Kent Community Foundation and The Brook Trust</li> <li>• Kent Sports, Sports England and National Lottery</li> <li>• Public Health Medway</li> <li>• Youth Music</li> <li>• Heritage Lottery funding</li> <li>• We continue to receive regular donations from the public</li> </ul> <p>We also receive in kind funding from</p> <ul style="list-style-type: none"> <li>• Mid Kent College</li> <li>• The Chatham Historic Dockyard</li> <li>• Medway Council Arts team</li> <li>• The University of Kent</li> </ul>
--	------------------	---

		<ul style="list-style-type: none"> <li>Public Health</li> </ul> <p>We have managed to recruit a small number of volunteers, who have assisted with our Home from Home project and help to organise events with young people</p> <p>MACA reviewed and revised policies on safeguarding, financial controls, equality and diversity, risk assessments, GDPR</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>MACA like many charities has been hit quite hard by Covid 19, however we have managed to continue to deliver services, albeit with limited resources in terms of staffing.</p> <p>One of our objectives was to develop a long-term sustainability plan, with the support of HLF funding we engaged the services of Eli Thompson and Michael Cheesman who developed a long term business plan and sustainability plan</p>
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p><b>Balance carried forward Closing balance</b> £9,780.71</p> <p><b>Income</b> <b>£84,764</b></p> <p><b>Expenditure</b> <b>£76,158</b></p> <p><b>Closing balance 1/4/2021</b> <b>£18,196.50</b></p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	MACA does not have a policy on reserves as yet.
Amount of reserves held	Para 1.22	0
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	As part of our business planning, we are seeking to develop a sustainability plan, which will include this.

## 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 the funds received during the year derived from the following sources Grants: this constituted over 80% of the income
--	-----------	--

		The remaining income was from donations, and income from events
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>NA</b>
A description of the principal risks facing the charity	Para 1.46	MACA has developed its business plan and sustainability plan, we are working with partners to undertake a feasibility study to secure long term funding for our own building and our long term objectives.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	Constitution
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	CIO
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	Individuals who wish to be a trustee need to submit a written application, the form of which is available on the MACA website  Applicants are then interviewed by existing trustee members which include the Chairperson, a board member, a representative of the senior citizens and young people's group.

### 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	Safeguarding policy GDPR policy Privacy policy Trustee recruitment pack Financial controls procedure
The charity's organisational structure and any wider network with which the charity works	Para 1.51	MACA has a board of trustees who are all volunteers. We engage staff on a self employed basis when we receive funding for specific projects. Our strategic partners include Medway Council, Chatham Historic Dockyard Trust, Mid Kent College, The University of Kent, , Medway CVS, Public Health Medway, Kent Police
Relationship with any related parties	Para 1.51	<b>None</b>

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

## Reference and Administrative details

Charity name	Medway African and Caribbean Association
Other name the charity uses	MACA
Registered charity number	1179545
Charity's principal address	CO The Sunlight Development Trust 105 Richmond Rd Gillingham Kent ME7 1LX

## 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	Carol Stewart	Chairperson	2018-2021	MACA trustees
2	Patricia Gayle	Vice Chairperson	2018-2021	MACA trustees
3	David Murray	Treasurer	2018-2021	MACA trustees
7	Amanda Halpin	Trustee	2018-2021	MACA trustees
8	Wendell Henry	Trustee	2018-2021	MACA trustees
9	Patricia Cooper	Trustee	2018-2021	MACA trustees
10	Carol Valentine	Trustee	2020-2021	MACA Trustees

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

Director name		
NA		

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

Trustee name	Dates acted if not for whole year	
NA		

## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Business advisor	Eli Thompson	
Commercial advisor	Michael Cheesman	

#### 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

NA
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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	Carol Stewart	P Gayle
<b>Full name(s)</b>	Carol Stewart	Trish Gayle
<b>Position (eg Secretary, Chair, etc)</b>	Chairperson	Vice Chairperson
<b>Date</b>	23/8/2021	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Medway African and Caribbean Association

No (if any)  
1179545

## Receipts and payments accounts

For the period from	Period start date 4/1/2020	To	Period end date 3/31/2021
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### 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 £
<b>A1 Receipts</b>				
Grants	84,764	-	-	84,764
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b> (Gross income for AR)	84,764	-	-	84,764
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total receipts</b>	84,764	-	-	84,764
<b>A3 Payments</b>				
Operational costs	49,593	-	-	49,593
Support to Senior Citizens	-	26,565	-	26,565
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	49,593	26,565	-	76,158
<b>A4 Asset and investment purchases, (see table)</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total payments</b>	49,593	26,565	-	76,158
<b>Net of receipts/(payments)</b>	35,171	- 26,565	-	8,606
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	-	-	-	-
<b>Cash funds this year end</b>	35,171	- 26,565	-	8,606

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Bank balance at 1/04/21	18,196	-
			-
		-	-
	<b>Total cash funds</b>	<b>18,196</b>	<b>-</b>
(agree balances with receipts and payments account(s))		Agreement Error	Agreement Error

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B2 Other monetary assets</b>	None	-	-
		-	-
		-	-
		-	-
		-	-
		-	-

Categories	Details	Fund to which asset belongs	Cost (optional)
<b>B3 Investment assets</b>	None	0	-
			-
			-
			-
			-

Categories	Details	Fund to which asset belongs	Cost (optional)
<b>B4 Assets retained for the charity's own use</b>	None	0	-
			-
			-
			-
			-
			-
			-
			-
			-

Categories	Details	Fund to which liability relates	Amount due (optional)
<b>B5 Liabilities</b>	None		-
			-
			-
			-
			-

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

Signature	Print Name
Carol A Stewart	Carol A Stewart
David Murray	David Murray

**CC16a**



**Last year**

**to the nearest £**

<b>38,153</b>
<b>3,379</b>
-
-
-
-
-
-
<b>41,532</b>

-
-
<b>-</b>

<b>41,532</b>
---------------

<b>40,350</b>
<b>3,379</b>
-
-
-
-
-
-
-
<b>43,729</b>

-
-
<b>-</b>

<b>43,729</b>
---------------

<b>-</b>	<b>2,197</b>
-	-
-	-
<b>-</b>	<b>2,197</b>



**Endowment funds  
to nearest £**

-
-
-
-

OK

**Endowment funds  
to nearest £**

-
-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-
-
-
-
-

**When due  
(optional)**


Date of approval

11/19/2021
<b>11/19/2021</b>



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
MEDWAY AFRICAN & CARIBBEAN ASSOCIATION

On accounts for the year  
ended

31 <sup>ST</sup> MARCH 2021	Charity no (if any)	1179545
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Set out on pages

AS ATTACHED  
(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

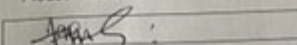
[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

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:  Date: 30/11/2021

Name: JAMES HYDE

Relevant professional  
qualification(s) or body

INSTITUTE OF INTERNAL AUDITORS