



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">1. Senior citizens activities2. Events, arts, heritage3. Work with young people4. Work with partners5. Fundraising6. Media7. MACA development8. Health and well being
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>Work with Senior Citizens</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"> • Growing Engagement: 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. • Advocacy Support: We successfully secured funding and appointed a Seniors Advocate Officer to provide one-to-one

		<p>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.</p> <ul style="list-style-type: none"> • 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. <p>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.</p> <ul style="list-style-type: none"> • 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. <p>MACA in the News While dedicated 'news' coverage is continuous, our communications and media efforts achieved significant milestones.</p> <ul style="list-style-type: none"> • 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.
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		<ul style="list-style-type: none"> • Online Resources: The Black History Live website was revamped and updated to host new educational and heritage resources created by young people. <p>MACA in the Community MACA strengthened key partnerships and delivered high-impact community-focused initiatives.</p> <ul style="list-style-type: none"> • 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. <p>Arts, Heritage, and Well-being Projects This year saw the successful execution of major projects that celebrated heritage and promoted vital public health messaging.</p> <ul style="list-style-type: none"> • 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.
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		<ul style="list-style-type: none"> • Ongoing Health Promotion: 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 & Organ Donation project. <p>Events and Campaigning (Including work with the Police and the NHS) MACA actively engaged in campaigning, partnership work, and events to tackle inequalities and promote community welfare.</p> <ul style="list-style-type: none"> • NHS Partnership and Health Education: We maintained our strong partnership with the NHS, focusing on the Blood and Organ Donation 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 Public Health. • Police Engagement: The visit from Kent Police to our senior citizens group focused on a key social challenge—fraud and scams—demonstrating active campaigning for community safety and security. • Organisational Development: The recently secured National Lottery Community Fund grant is being strategically used to refresh our business plan and strengthen our infrastructure, ensuring long-term sustainability and effectiveness in all our future events and campaigning efforts.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set.	Para 1.41	<p>We set the following objectives last year, which were:</p> <p>Objectives for 2024-25:</p> <ol style="list-style-type: none"> 1. increase longer term sustainable funding. 2. Engage support to assist with funding and develop a funding strategy aligned with the business plan. <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.</p> <p>In addition secure the services of a bid writer to apply for funding and strengthen our funding strategy.</p> <p>Volunteer recruitment</p> <p>We have managed to increase the number of volunteers, who have assisted with our activities throughout the year.</p> <p>Trustee recruitment</p> <p>We did not recruit any new trustees , however we have co opted YPU representatives onto the board'</p> <p>Policy reviews</p> <p>MACA reviewed and revised policies on Whistleblowing, Safeguarding, code of conduct</p> <p>Objectives 2025/26</p> <ol style="list-style-type: none"> 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. 2. Strengthen the working relationships between the board, project staff, young people and those who access MACA services. 3. Succession planning for the board, to ensure that MACA is sustainable into the future. 4. Have a costed business plan and financial /commercial strategy
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	Balance carried forward (Closing balance 2023/24): £66,592.32	
		Item	Amount (£)
		Total Income	£122,998.06
		Total Expenditure	£95,491.27
		Net Movement in Funds	£27,587.56

		<table><tr><td>Closing Bank Balance</td><td>£94,179.88</td></tr></table> <p>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>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 organisation. The primary purposes of reserves within MACA are:</p> <p>a. Financial Stability: To safeguard the organisation against unforeseen financial challenges, economic downturns, or unexpected expenses.</p> <p>b. Strategic Investments: To support the implementation of strategic initiatives and projects that align with MACA's mission and goals.</p> <p>c. Operational Continuity: To ensure the uninterrupted delivery of programs and services even in the face of funding fluctuations or short-term financial constraints.</p> <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> <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	<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	<p>Individuals who wish to be a trustee need to submit a written application, the form of which is available on the MACA website.</p> <p>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.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees.	Para 1.51	Whistleblowing Code of Conduct Safeguarding
The charity's organisational structure and any wider network with which the charity works.	Para 1.51	<p>MACA has a board of trustees who are all volunteers.</p> <p>We engage staff on a self-employed basis when we receive funding for specific projects.</p> <p>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,</p>
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	<p>CO</p> <p>The Sunlight Development Trust</p> <p>105 Richmond Rd</p> <p>Gillingham</p> <p>Kent</p> <p>ME7 1LX</p>

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	2018-2025	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.

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 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


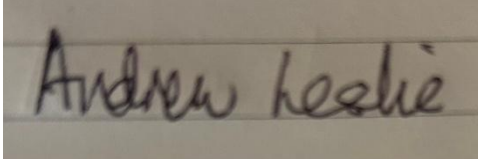
Other optional information

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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)		
Full name(s)	Dr Carol Stewart	Andrew Leslie
Position (e.g. Secretary, Chair, etc)	Chairperson	Trustee

Date

3/12/2025

3/12/2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Medway African and Caribbean Association

1179545

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/04/2024


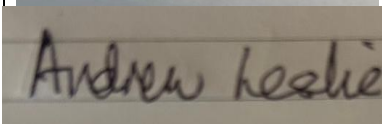
To

Period end date
31/03/2025

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Arts Counil 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	-
Sub total (Gross income for AR)	-	-	-	-	-
	37,716	85,281	-	122,997	54,177
A2 Asset and Investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	37,716	85,281	-	122,997	54,177
A3 Payments					
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
Sub total	- 34,117	- 61,374	-	- 95,491	- 1,607
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	- 34,117	- 61,374	-	- 95,491	- 1,607
Net of receipts/(payments)	3,599	23,907	-	27,506	55,784
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	37,826	6,163	-		-
Cash funds this year end	41,425	30,070	-		

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank balance at 01/04/24	26,114	68,066	-
				-
		-		-
	Total cash funds (agree balances with receipts and payments account(s))	£26,114.00	68,066	-
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None	0	-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		0	-	-
	minibus	Children in Need		
	ICT equipment and resources	Children in Need		
	music equipment	Youth Music		
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	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

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 31/03/2025MM / 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

Address:	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.

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