



## **Trustees' annual report 2020-2021**

### **Summary of the purposes of the charity as set out in its governing document.**

To work with local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social, welfare, and recreation with the objective of improving the conditions of life for the residents by the way of relief of poverty.

### **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.**

Due to pandemic coronavirus (covid – 19) and restriction imposed by the government, the trustees decide not to provide all of the activities identified in our objectives. This was a difficult decision but nevertheless, it had to be strictly adhered to according with government guidelines. This was particularly necessary for our British Pakistani Association Leicestershire (Bpal) because our General Secretary and the Chairman were seriously affected by the virus and were advised by the NHS not to meet other people. Some of the activities that we were able to provide included as follows:

- Talking to clients over the phone and advise them regarding what to do if they suspected their family member/s were affected by the virus.
- What activities Parents could provide for their young children to occupy them.
- Emergency food packs were delivered to families who had no access to transport or family network.
- Food packs delivered in collaboration with other local charities to support and uplift moral of NHS staff.
- Delivering food to elderly people.
- Some immigration related work was completed which included online passport, Nadara card and visa applications.
- Advising members when not to travel.
- Helping members to retain and find accommodation.

- Information providing re food banks and supermarkets, going out, distance to keep, masks and locations of testing stations.
- Referral to other agencies where appropriate.

**Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit.**

While making decisions regarding service delivery the trustees were conscious of Charity Commission guidance on public benefit. The trustees realised that we had limited volunteers and financial resources. As a result, the trustees decided to focus on those beneficiaries who were in urgent need of help. During the epidemic period of Covid 19, We worked with other charities to deliver food parcels to those families who were finding it difficult to go to shops, had young children or were elderly and couldn't go out without putting their health at serious risk. The trustees decided to keep the office open (although limited hours) so that those in need of services could contact and request services. We believe that these decisions were practical, adhering to guidance provided by the charity commission and were according to our charity's purpose. The trustees made decision to keep membership free and our activities take place where access was easy for all including elderly and people with disabilities.

**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.**

Bpal was only able to achieve its limited objectives due to Covid 19 epidemic throughout the year. For example, we were not able to provide social functions, sport activities and education classes. However, we were able to work along with other charities to provide and deliver food to desperate families. This included our own members and members of the community at large. Cooked food was also collected and delivered on behalf of families whose family members could not achieve this due to restrictions imposed on travel and visit family members. Bpal believes that services provided during the Covid 19 period were vital for the community during the difficult times and were highly appreciated by the clients. Furthermore, telephone contact with vulnerable families and finding out how they were coping and offering support if needed was very much appreciated.

**Structure, Governance and Management:**

The Trustees derive their authority from the constitution and are accountable to membership via annual general meetings. The governing body consists of fifteen trustees which includes nine men and three females. The governing body has a Chairman, Treasurer, General Secretary. These officers are elected internally by the Trustees and serve until the next election. The Trustees are responsible for providing annual report and accounts.

**Type of governing document**

Bpal's Constitution is based on Association' Model which is Constitution of a Charitable Incorporated Organisation with voting members other than its charity trustees. The Constitution was downloaded from Charity Commission's website, was briefly modified to meet the needs of Bpal and is proved by the Charity Commission.

**How is the charity constituted?**

Bpal's is organised around its constitution and consists of 15 trustees. There are three female and twelve male trustees. The chairman is the head of the trustees while general secretary takes responsibilities of all the administration and calling meetings and proposing future programmes. While the treasurer's role is to keep control of finance and to ensure there are sufficient funds for any future planned activities. The trustees are elected at Annual General meetings, nominated, and voted in by the members. Any vacant position is filled by the Trustees until the next election. There are no options at present for any external body to nominate any trustees to the Board of Trustees.

**Report on public benefit:**

As reported above in the summary section, the services offered are open to all and public members can walk into our office and benefit from our services. Our annual functions and trips are also open to any member of the local community. Bpal also works with other charities, voluntary and statutory sector to improve conditions in the local area. This work includes working with the police and youth organisations to reduce crime rate in the area and working with local Councillors to address the local needs. Bpal closely work with and support the activities of the Federation of the Muslim Organisations in the area to bring about harmony between the various communities. Bpal ensures through its reviews of services that the main beneficiaries are the members or public at large and that any benefit to trustees is only incidental and by design.

**Make decisions about who benefits in ways that are consistent with the purpose:**

We are a small charity with a limited funds and goals. At present there is no danger for Bpal to drift away from its purpose. However, we are conscious that as we grow, we need to adhere to our main goals and not carried away by the huge demand which we may not be able to meet without spreading our services too thinly and thus not being effective. Bpal is accountable through its annual General Meetings and any deviation from the core services will be noticed and addressed. Bpal's activities also depend on financial resources, number of volunteers available and urgency of services required. All these conditions are likely to influence our services delivery systems and we are determined to do our best as a charity to address the needs of our members and community. Since Bpal is very grassroot based charity, we are very conscious and responsive about physical access to our facilities, days and opening ours. We make every effort to ensure where it is possible that maximum number of participations take place in our activities. We use local churches and community centres for our functions which are in the centre of our community and thus very accessible.

Mohammed Arif  
General Secretary



# British Pakistani Association Leicestershire

## Annual Accounts for 01.05.20-30.04.21

British Pakistani Association Leicestershire Annual Accounts for 01.05.20-30.04.21				
Date	Details	Income	Expenditure	Ballance
1 May 2020	B/F	1213.47		1213.47
19.05.20	DB. Virgin Media, phone and internet bill		27.00	1186.47
19.06.20	DB. Virgin Media, phone and internet bill		27.00	1159.47
19.07.20	DB. Virgin Media, phone and internet bill		27.00	11.32.47
19.08.20	DB. Virgin Media, phone and internet bill		27.00	1105.47
21.09.20	DB. Virgin Media, phone and internet bill		27.00	1078.47
19.10.20	DB. Virgin Media, phone and internet bill		49.00	1029.47
19.11.20	DB. Virgin Media, phone and internet bill		49.00	980.47
21.12.20	DB. Virgin Media, phone and internet bill		49.00	931.47
19.01.21	DB. Virgin Media, phone and internet bill		49.00	882.47
19.02.21	DB. Virgin Media, phone and internet bill		49.00	833.47
03.03.21	Donation. Deposited by pay slip 09	50.00		883.47
03.03.21	Donation. Deposited by pay slip 10	120.00		1003.47
26.03.21	DB. Virgin Media, phone and internet bill		7.00	996.47
30.04.21	Total income for year 2020-2021	1383.47	387.00	996.47

