



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report

From Period start date: 1 April 2020 **To Period end date:** 31 March 2021

Charity name: Black History Association (Gravesham and Kent)

Charity registration number: 1190181

Objectives and Activities

| | SORP reference | |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | Promotion of equality and diversity for the benefit of the public <ul style="list-style-type: none">• Elimination of discrimination on the grounds of race• Advancing education and raising awareness in equality and diversity and black heritage, history and arts• Promoting activities to foster understanding between people of diverse backgrounds• Cultivating a sentiment in favour of diversity and equality |
| 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 | <ul style="list-style-type: none">• Financial literacy programme for BME youth (aged 18-25)• Annual Thanksgiving Service |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | The trustees have had regard to the guidance issued by the Charity Commission on public benefit |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | |
| Policy on social investment including program related investment | Para 1.38 | |

| | | |
|---------------------------------|-----------|--|
| Contribution made by volunteers | Para 1.38 | <p>The trustees, other members and volunteers have contributed their time and expertise to keep the management and activity costs to a minimum.</p> <p>On average, the trustees give 20 hours of volunteer time each month to cover tasks such as liaising with other charities, attending Association and multi-agency meetings (e.g. Kent IPAG) to share expertise. In addition, trustees give 200 hours per annum in organising and running activities and raising funds.</p> <p>We are grateful for these volunteer contributions, without which some of the activities would not have been possible.</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 trustees work hard to identify gaps in BME community needs, attract funding and put on activities that benefit the public and measure the success by the number of expressions of interest, the range of beneficiaries that attend the events/activities and the feedback received.</p> <p>In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit. The main activities were:</p> <p>Annual Thanksgiving Service which was held virtually (via Zoom) in October 2020 due to the pandemic lockdown. The Association's customary cultural feast, which is usually shared after the Thanksgiving to celebrate Black History Month, could not take place because of social distancing rules.</p> <p>The Annual Thanksgiving Service celebrates our cultural diversity and inclusion during Black History Month. We welcome all peoples, regardless of personal background, faith, gender or personal circumstances.</p> |

| | | |
|--|--|---|
| | | <p>The pandemic also forced the cancellation of the Inaugural Youth Gala Dinner and Dance which was planned for October 2020.</p> <p>BHA (G&K) partnered with The Money Charity to run a Financial Literacy Programme for young people of BME descent who are aged between 18 and 25 years. Thirty-five young people registered and participated in the programme which ran over four 1-hour sessions.</p> <p>The Financial Literacy Programme benefit young people by developing their money management and life skills and provide opportunities for young people to volunteer in our programmes in future.</p> |
|--|--|---|

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|---|
| Achievements against objectives set | Para 1.41 | |
| Performance of fundraising activities against objectives set | Para 1.41 | <p>The Association applied for, and was successful in obtaining, a grant of £2,373 from Kent County Council Combined Members Grant scheme to run the Financial Literacy Programme and celebrate Black History Month 2021 with the young people that attended the Financial Literacy Programme.</p> <p>Members subscribe a minimum of £5 per month towards the running of the Association and planned activities.</p> |
| Investment performance against objectives | Para 1.41 | |
| Other | | <p><u>Future Plans</u></p> <p>Due to the coronavirus pandemic and the uncertainties with social distancing rules, our plans for the coming year will be limited. We will continue our emphasis on Financial Literacy Programme and similar structured activities/events to build and enhance the confidence and capability of our young people.</p> <p>We also plan to hold our Annual Thanksgiving Service in October 2021.</p> |

| | | |
|--|--|---|
| | | <p>The format will depend on the social distancing rules in England.</p> <p>We also plan to attract new members to the Association.</p> |
|--|--|---|

Financial Review

| | | |
|--|-----------|----------------------------------|
| Review of the charity's financial position at the end of the period | Para 1.21 | See Treasurer's Statement |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | N/A |
| Amount of reserves held | Para 1.22 | N/A |
| Reasons for holding zero reserves | Para 1.22 | N/A |
| Details of fund materially in deficit | Para 1.24 | N/A |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | N/A |

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>We fund our work with income from:</p> <ul style="list-style-type: none"> • Monthly membership subscriptions • Grants • Financial gifts from individual benefactors |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | |
| A description of the principal risks facing the charity | Para 1.46 | <p>The trustees acknowledge that there is a risk that our plans may not materialise due to:</p> <ul style="list-style-type: none"> • Loss of goodwill from individual benefactors • Lack of charity funding opportunities • Loss of membership |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|---|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Constitution adopted 7 March 2020 |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | Charitable Incorporated Organisation (Foundation Model) |
| 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 | Trustees are appointed or reappointed triennially at the Annual General Meeting held in July |

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 | <p>Membership of the Association is open to adults of Black, Asian or Minority Ethnic origin residing in Kent. The trustees oversee the running of the Association. The trustees seek the views of other members and youth groups in deciding the youth activities to run.</p> <p>All trustees give their time voluntarily and receive no remuneration or other benefits.</p> <p>To guide the trustees in the management of the Association, the following policy statements have been adopted:</p> <ul style="list-style-type: none"> • Data Protection Policy • Debit Card Policy • Financial Policy and Procedure • Safeguarding Policy <p>Copies of these policies have been provided to the trustees and are available for inspection.</p> |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | <p>The Association is run by 8 trustees. There are other active ordinary and honorary members. The Trustees work with the following networks:</p> <ul style="list-style-type: none"> • Kent Police Independent Police Advisory Group • Kent Equality Cohesion Council/Cohesion Plus • North Kent Caribbean Network • The Gr@nd Youth Hub |

| | | |
|---------------------------------------|-----------|---|
| | | <ul style="list-style-type: none"> • Local Churches • Gravesham Borough Council • Kent County Council • Kent Community Foundation • The Money Charity • Stronger Kent Communities • UK Youth |
| Relationship with any related parties | Para 1.51 | |
| Other | | |

Reference and Administrative details

| | |
|-----------------------------|---|
| Charity name | Black History Association (Gravesham and Kent) |
| Other name the charity uses | |
| Registered charity number | 1190181 |
| Charity's principal address | c/o 102 Lamorna Avenue Gravesend Kent DA12 5PT |
| | |

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 | Dr Jellina Davies | Chairperson | | |
| 2 | Frederick Ade Desmond Miller | General Secretary | | |
| 3 | Sigismond Quame Bultman | Treasurer | | |
| 4 | Charles Omotunde Davies Snr | Organising Secretary | | |
| 5 | Mrs Rosemaund Griffiths | Deputy Organising Secretary | | |
| 6 | Mrs Fiona Miller | Pastoral Officer | | |
| 7 | Sam Sillah | Publicity Secretary | | |
| 8 | Mrs Cornelia Sogie- Thomas | Member | | |

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

| | | |
|---------------|--|--|
| Director name | | |
| N/A | | |
| | | |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
|--------------|-----------------------------------|--|
| N/A | | |
| | | |

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 falls within the custodian charity's objects | N/A |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | N/A |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|-------------|--|
| Bank | Lloyds Bank | Lloyds Bank, Business Banking, BX1 1LT |
| | | |
| | | |
| | | |

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

| |
|--|
| |
|--|

Exemptions from disclosure

Reason for non-disclosure of key personnel details

| |
|-----|
| N/A |
|-----|


Other optional information

| |
|--|
| |
|--|

Declarations

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

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|--|
| Signature(s) |  | |
| Full name(s) | Dr Jellina Davies | |
| Position (eg Secretary, Chair, etc) | Chairperson | |
| Date | 3 July 2021 | |



Black History Association (Gravesham and Kent)

Financial Statement – 1 April 2020 to 31 March 2021

| | 2020/21 £ | 2019/20 £ |
|---|-----------------|-----------------|
| Balance brought forward | 1,005.97 | - |
| INCOME | | |
| Membership subscriptions (21 Feb 2020 to 31 Mar 2021) | 975.00 | 825.00 |
| Donations | *40 | 150.00 |
| Grants | 2,373.00 | - |
| Thanksgiving donations | 180.00 | 670.18 |
| TOTAL INCOME | 3,568.00 | 1,645.18 |
| EXPENDITURE | | |
| Thanksgiving Service expenditure | 200.00 | 170.00 |
| Printing, food and sundry expenses | - | 400.91 |
| Postage costs | - | 68.30 |
| Web and social media administration | 100.00 | - |
| TOTAL EXPENDITURE | 300.00 | 639.21 |
| TOTAL BANK BALANCE AS AT 31 MARCH 2021 | 4,273.97 | 1,005.97 |

Signed (on behalf of
Organising Committee)

Dr Jellina Davies