



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report

**From Period start date:** 1 April 2022    **To Period end date:** 31 March 2023

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

## 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><b>The trustees, other association members and volunteers have contributed their time and expertise to maintain good management of the association and activity costs to a minimum.</b></p> <p><b>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 knowledge and expertise. In addition, trustees give 200 hours per annum in organising and running activities and raising funds.</b></p> <p><b>The trustees extend their gratitude to all volunteers for their contributions, without which some of the activities would not have been possible.</b></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><b>The trustees work hard to identify gaps in BME community needs, attract funding and organise activities that benefit the public. Success is measured by the number of expressions of interest, the diversity of attendees at the events/activities and the feedback received.</b></p> <p><b>When planning our activities for the year, we kept in mind the guidance from the Charity Commission on public benefit. The main activities were:</b></p> <ul style="list-style-type: none"> <li><b>Thanksgiving Service which was held at St. Aidan's Church, Gravesend in October 2022. The thanksgiving service is an annual ecumenical celebration of Black History Month and cultural diversity/ inclusivity. Members welcome people of all races and religion (or none), regardless of personal background or circumstances or gender. After the thanksgiving service, the association had its customary feast to celebrate and share BME culture as part of the Black History Month observance.</b></li> <li><b>In partnership with Empowering Young Minds charity, the association delivered several Financial Literacy workshops for young people of BME descent, aged between 18 and 25 years, in June 2022.</b></li> </ul>

		<p>The objectives of the programme were to:</p> <ul style="list-style-type: none"> <li>• tap and optimally harness the potential of Black and minority youth and enable their development through inclusive education</li> <li>• develop their financial capacity in four different areas - managing money, planning ahead, making choices and staying informed.</li> </ul> <p>Feedback collected from the participants revealed that the workshops were interactive and detailed. Participants also said that the workshops:</p> <ul style="list-style-type: none"> <li>• Were very empowering</li> <li>• Gave a better understanding of budgeting</li> <li>• Interesting and helpful for the future</li> <li>• Provided much advice about how to be protected online</li> <li>• Expanded knowledge on financial literacy</li> </ul> <p>The Financial Literacy Programme benefited young people by developing their money management and life skills including digital safety when transacting money and provide opportunities for young people to volunteer in the association's programmes in future.</p>
--	--	--

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>The association successfully held its Annual Thanksgiving Service in October 2022 for the first time after the pandemic lockdown was lifted.</p> <p>The association held several successful financial literacy workshops for 15 youth at the Marriott Hotel in June 2022.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>Members make a minimum subscription of £5 per month towards the running of the association and for financing planned activities. All members met their subscription obligations.</p> <p>A friend of the association also made a monthly voluntary contribution of £5 towards financing planned activities of the association.</p>
Investment performance against objectives	Para 1.41	N/A
Other		

## Financial Review

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

## 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	<b>We fund our work with income from:</b> <ul style="list-style-type: none"> <li>• <b>Monthly membership subscriptions</b></li> <li>• <b>Grants</b></li> <li>• <b>Fundraising activities/events</b></li> <li>• <b>Monetary gifts from individual benefactors</b></li> </ul>
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	<b>The trustees acknowledge that there is a risk that planned activities/events may not materialise due to:</b> <ul style="list-style-type: none"> <li>• <b>Loss of goodwill from individual benefactors</b></li> <li>• <b>Lack of charity grant opportunities</b></li> <li>• <b>Loss of membership</b></li> </ul>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution adopted 7 March 2020</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Charitable Incorporated Organisation (Foundation Model)</b>
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><b>Trustees are appointed or reappointed every 3 years at the Annual General Meeting held in July.</b></p> <p><b>In July 2022, the following trustees resigned their positions:</b>  <b>Mr Sigismond Quame Bultman – Treasurer</b>  <b>Mrs Fiona Miller – Pastoral Officer</b></p> <p><b>The following members were appointed to the vacant positions (and became trustees):</b>  <b>Mrs Rosemaund Griffiths – Treasurer</b>  <b>Mrs Cornelia Sogie-Thomas - Pastoral Officer</b></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	<p><b>Full membership of the association is open to adults of Black or any other minority ethnic origin residing in Kent and Medway.</b></p> <p><b>The trustees oversee the running of the association. The trustees consult other members and interested youth in deciding the activities to deliver.</b></p> <p><b>All trustees give of their time voluntarily and receive no remuneration or other benefits.</b></p> <p><b>To guide the trustees in the management of the association, the following policy statements have been put in place:</b></p> <ul style="list-style-type: none"> <li>• <b>Data Protection Policy</b></li> <li>• <b>Debit Card Policy</b></li> <li>• <b>Financial Policy and Procedure</b></li> <li>• <b>Safeguarding Policy</b></li> </ul> <p><b>Copies of these policies have been provided to the trustees and are available for inspection.</b></p>
--	-----------	--

<p>The charity's organisational structure and any wider network with which the charity works</p>	<p>Para 1.51</p>	<p><b>The association is run by 6 trustees. There are other active ordinary and honorary members. The trustees workwith the following networks:</b></p> <ul style="list-style-type: none"> <li>• <b>Kent Police Independent Advisory Group</b></li> <li>• <b>Kent Equality Cohesion Council/Cohesion Plus</b></li> <li>• <b>The Gr@nd Youth Hub</b></li> <li>• <b>Local Churches</b></li> <li>• <b>Gravesham Borough Council</b></li> <li>• <b>Kent County Council</b></li> <li>• <b>Kent Community Foundation</b></li> <li>• <b>Empowering Young Minds</b></li> <li>• <b>Stronger Kent Communities</b></li> <li>• <b>UK Youth</b></li> <li>• <b>Kent Fire and Rescue Service</b></li> </ul>
--	------------------	--

Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	<b>Black History Association (Gravesham and Kent)</b>
Other name the charity uses	
Registered charity number	<b>1190181</b>
Charity's principal address	<b>c/o 54 Villa Road Higham Rochester Kent ME3 7BX</b>

## 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		Association membership
2				
3	Frederick Ade Desmond Miller	General Secretary		Association membership
4	Mrs Rosemaund Griffiths	Treasurer	July 2022*	Association membership
5	Charles Omotunde Davies Snr	Organising Secretary		Association membership
6	Mrs Cornelia Sogie-Thomas	Pastoral Officer	July 2022	Association membership
7	Sam Sillah	Publicity Secretary		Association membership
8				

**\*fully operational from January 2023**

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

Director name		
<b>N/A</b>		

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	2 July 2023	



## Black History Association (Gravesham and Kent)

Registered Charity Number 1190181

### Financial Statement – 1 April 2022 to 31 March 2023

	2022/23 £	2021/22 £
Balance brought forward	4,478.97	4,273.97
<b>INCOME</b>		
Membership subscriptions (1 April 2022 to 31 Mar 2023)	1,035.00	525.00
Donations	60.00	60.00
Grants	0.00	0.00
Thanksgiving donations	1,277.84	815.00
Special members' donations	70.00	0.00
Miscellaneous receipts	388.22	0.00
<b>TOTAL INCOME</b>	<b>2,831.06</b>	<b>1,400.00</b>
<b>EXPENDITURE</b>		
Thanksgiving Service expenditure	1,689.13	150.00
Printing and sundry expenses	0.00	0.00
Postage costs	34.20	0.00
Web and social media administration	765.06	120.00
Financial Literacy Programme	2,401.56	875.00
External Auditor's Fee	80.00	50.00
<b>TOTAL EXPENDITURE</b>	<b>4,969.95</b>	<b>1,195.00</b>
<b>TOTAL BANK BALANCE AS AT 31 MARCH 2023</b>	<b>2,340.08</b>	<b>4,478.97</b>

Signed (on behalf of  
Organising Committee)

Dr Jellina Davies  
(Chair)