



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report

**From Period start date:** 1 April 2023    **To Period end date:** 31 March 2024

**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>• Family Fun Day</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>The Trustees, other association members and volunteers have contributed their time and expertise to maintain good management of the association and keep 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 knowledge and expertise. In addition, Trustees give 200 hours per annum in organising and running activities and raising funds.</p> <p>The Trustees extend their gratitude to all volunteers for their 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 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.</p> <p>When planning activities for the year, the Trustees keep in mind the guidance from the Charity Commission on public benefit. The main activities were:</p> <ul style="list-style-type: none"> <li>• Thanksgiving Service was held at All Saint's Church, Frindsbury, Rochester in October 2023. 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.</li> <li>• In July 2023, the association held its first summer family event, Family Fun Day, to coincide with the start of the school holidays.</li> </ul>

		<p>The objectives of the Family Fun Day event are:</p> <ul style="list-style-type: none"> <li>• Fundraising to raise money, through ticket sales and stalls, for the annual thanksgiving celebration.</li> <li>• Community engagement by bringing the community together and encouraging people to participate, connect, and strengthen community bonds.</li> <li>• Promoting awareness about topical issues (e.g., fire safety, health promotion) through information sharing, education and partner support.</li> <li>• Family-friendly entertainment by providing a range of activities suitable for all ages. Having diverse food stalls and entertainment ensures everyone enjoys their time together.</li> </ul> <p>Unfortunately, there was inclement weather in July 2023 which made most of the outdoor activities unviable. However, the football match went ahead as planned with teams from Kent and Essex taking part.</p>
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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><b>The association successfully held its Annual Thanksgiving Service in October 2023 in Rochester, Kent.</b></p> <p><b>The association held its first summer event at a community facility in Gravesend in July 2023.</b></p>
Performance of fundraising activities against objectives set	Para 1.41	<p><b>Members make a minimum subscription of £10 a month towards the running of the association and for financing planned activities. All members met their subscription obligations.</b></p> <p><b>A friend of the association continues to make a monthly contribution of £5 towards planned activities of the association.</b></p>
Investment performance against objectives	Para 1.41	<b>N/A</b>
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	<b>Trustees are appointed or reappointed every 3 years at the Annual General Meeting held in July.</b>  <b>Last election was in July 2022.</b>

### 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>Honorary membership is reserved for people of majority White background or people of Black or other ethnic origin who reside outside of Kent.</b></p> <p><b>During this reporting year, we attracted two honorary members to the organisation.</b></p> <p><b>The Trustees oversee the running of the association. The Trustees consult other members and interested parties (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>
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<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 work with 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>
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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)
Dr Jellina Davies	Chairperson		Association membership
Frederick Ade Desmond Miller	General Secretary		Association membership
Mrs Rosemaund Griffiths	Treasurer		Association membership
Charles Omotunde Davies Snr	Organising Secretary		Association membership
Mrs Cornelia Sogie-Thomas	Pastoral Officer		Association membership
Sam Sillah	Publicity Secretary		Association membership

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

<b>Director name</b>		
<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
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Bank	Lloyds Bank	Lloyds Bank, Business Banking, BX1 1LT

### 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

N/A
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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)		
Full name(s)	Dr Jellina Davies	
Position (eg Secretary, Chair, etc)	Chairperson	
Date	6 July 2024	



# BLACK HISTORY ASSOCIATION (GRAVESHAM AND KENT)

## Black History Association (Gravesham & Kent)

### Income and Expenditure

For Period 1<sup>st</sup> April 2023 - 31st March 2024

	2023-24	2022- 23
	£	£
<b>Income</b>		
Membership subscriptions (April 2023 to 31 Mar 2024)	1,210.00	1,035.00
Donations - life patrons/patrons	529.31	55.00
Other Income (FFD Vendor tables and gate takings)	1,233.96	433.22
Thanksgiving Donations	710.00	1,307.84
<b>Total Income &gt;&gt;&gt;&gt;</b>	<b>3,683.27</b>	<b>2,831.06</b>
<b>Expenditures</b>		
BHA Thanksgiving 2023 - Van rental	150.90	0.00
FFD event July 2024 - Deposit to DJ	100.00	0.00
BHA Thanksgiving 2023' – dry cleaning rfd	45.00	0.00
FFD Events 2023 [Refunds to members]	1,960.37	0.00
Cheques Payments [Chq Nos. 00081/82/83 - Preacher, Musical director and Church]	500.00	3,001.56
Printing, food, and sundry expenses	1,035.08	1,384.19
Postage costs	0.00	34.20
Web and social media administration	187.06	550.00
<b>Total Expenditure &gt;&gt;&gt;&gt;&gt;&gt;</b>	<b>3,978.41</b>	<b>4,969.95</b>
Excess Income / Expenses	<b>(295.14)</b>	<b>(2,138.89)</b>
Opening Balance	<b>2,340.08</b>	<b>4,478.97</b>
<b>Closing Fund Balance as at: 31st March 2023/2024</b>	<b>2,044.94</b>	<b>2,340.08</b>



# BLACK HISTORY ASSOCIATION (GRAVESHAM AND KENT)

## SUMMARY

Association Financial Statement for the Year Ended 31<sup>st</sup> March 2024

Income: •

**Total Income: £3,683.27**

Expenditure: •

**Total Expenditure: £3,978.41**

**Net Income (Deficit): £ (295.14)**

Notes:

1. The association recorded a total income of £3,683.27
2. The total expenditure for the same period was £3,978.41.
3. This results in a net deficit of £295.14 for the year.

Efforts is needed to drive expenditure down and find areas for cost reduction to ensure financial stability in the future. However, expenditure is mostly driven by purchases made towards the FFD event held in July 2023 but hoping to re-sell and re-use some of the items bought, which will reduce cost for future FFD events

**Signed (on behalf of  
Organising Committee)**

*R Griffiths*

Dr Jellina Davies



BLACK HISTORY ASSOCIATION  
(GRAVESHAM AND KENT)