



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report

From Period start date: 1 April 2024 **To Period end date:** 31 March 2025

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 of 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">• Family Event (SummerFest)• 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 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 (where necessary) 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"> Thanksgiving Service held at St. George's Church, Gravesend, Kent in October 2024. 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. In July 2024, the association held its second family event, SummerFest, to coincide with the start of the school holidays.

		<p>The objectives of the SummerFest event are:</p> <ul style="list-style-type: none"> • Fundraising to raise money, through ticket sales and stall hire, for the annual thanksgiving celebration. • Community engagement by bringing the community together and encouraging people to participate, connect, and strengthen community bonds. • Promoting awareness about topical issues (e.g., fire safety, health promotion) through information sharing, education and partner support. • Family-friendly entertainment by providing music and a range of activities suitable for all ages. Diverse food stalls and entertainment ensure everyone had a good time.
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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>The association held a successful Annual Thanksgiving Service in October 2024 in Gravesend, Kent.</p> <p>The association held its second summer event at a community facility in Gravesend in July 2024.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>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.</p> <p>A friend of the association continues to make a monthly contribution of £5 towards 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	See Treasury 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	The work of the association is funded with income from: <ul style="list-style-type: none"> • Monthly membership subscriptions • Grants (where available) • Fundraising activities/events • Monetary 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	The Trustees acknowledge that there is a risk that planned activities/events may not materialise due to: <ul style="list-style-type: none"> • Loss of goodwill from individual benefactors • Lack of charity grant 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 every 3 years at the Annual General Meeting held in July. Last election was in July 2022.

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>Full membership of the association is open to adults of Black or any other minority ethnic origin residing in Kent and Medway.</p> <p>Honorary membership is reserved for people of majority White background or people of Black or other ethnic origin who reside outside of Kent.</p> <p>During this reporting year, we gained one full member to the organisation.</p> <p>The Trustees oversee the running of the association. The Trustees consult other members and interested parties (youth) in deciding the activities to deliver.</p> <p>All Trustees volunteer their time 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 put in place:</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>
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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>The association is run by 6 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 Advisory Group • Kent Equality Cohesion Council/Cohesion Plus • The Gr@nd Youth Hub • Local Churches • Gravesham Borough Council • Kent County Council • Kent Community Foundation • Empowering Young Minds • Stronger Kent Communities • UK Youth • Kent Fire and Rescue Service
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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 54 Villa Road Higham Rochester Kent ME3 7BX

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

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
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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


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	5 July 2025	



Treasury Statement

Treasurer's Statement for the Year Ended 31st March 2025

Introduction

This Treasurer's Statement provides a comprehensive overview of the financial performance of the Black History Association (Gravesham and Kent) for the financial year from 1st April 2024 to 31st March 2025. It outlines income and expenditure across all major activities and events, with comparative figures from the previous financial year (2023–2024) and includes notes on the financial position and sustainability of the association going forward.

Income Overview

The association recorded a total income of £4,040.64 during the year, compared to £3,683.27 in the previous year. This reflects an overall increase of £357.37, attributed primarily to stronger revenue from events and increased thanksgiving donations.

Income	2024–25 (£)	2023–24 (£)	Notes
Membership Subscriptions	1,130.00	1,210.00	Slight decrease in membership income
Donations – Life Patrons/Patrons	90.00	529.31	Significant drop in patron donations however last year had another donation
Other Income (FFD/Summerfest vendor tables & gate)	1,746.33	1,233.96	Increase in event participation and vendor revenue
Thanksgiving Donations	1,074.31	710.00	Increased contributions during annual service
Total Income	<u>4,040.64</u>	<u>3,683.27</u>	

Expenditure Summary

Total expenditure for the financial year stood at £4,281.44, compared to £3,978.41 in the previous year, showing an increase of £303.03. The largest spending categories were associated with the Summerfest Event and costs linked to the Thanksgiving Service.

Expenditure Item	2024–25 (£)	2023–24 (£)	Notes
BHA Thanksgiving – Van Rental	159.03	150.90	Van hired for logistics and transport
Summerfest Event – DJ	250.00	100.00	Increased entertainment costs
Thanksgiving – Member Refunds	141.12	45.00	Includes drinks refunds for Summerfest
Summerfest Expenses & Member Refunds	1,600.53	1,960.37	Slight decrease in direct costs
Cheque Payments (Preacher, Musical Director)	500.00	500.00	Religious service delivery
Printing, Food, and Sundries	1,399.23	1,035.08	Increase reflects growth in event scale
Postage Costs	0.00	0.00	No postal expenses incurred
Web & Social Media Administration	231.53	187.06	Digital communications and outreach
Total Expenditure	<u>4,281.44</u>	<u>3,978.41</u>	



Net Result

The financial year ended with a net deficit of £240.80, compared to a deficit of £295.14 in the previous year. This reflects a slightly improved financial outcome, though the association continues to operate at a shortfall.

Financial Position	Amount (£)
Net Deficit for the Year	(240.80)
Opening Balance (1 Apr 2024)	2,044.94
Closing Balance (31 Mar 2025)	1,804.14

Financial Observations

- While income improved overall, the association experienced a decline in donations from life patrons.
- Event-related costs, particularly for Summerfest, remain the most significant outlay. Strategic measures to reuse event materials and negotiate better vendor pricing are necessary to mitigate future costs.
- Administrative expenses (web and communication) remained proportionate and effective in supporting our online operations.
- The closing fund balance of £1,804.14 provides a modest financial position for the upcoming year, though the deficit trend shows a need for tighter cost control and more initiative-taking fundraising.

Recommendations

- Increase Patron Engagement: Reconnect with life patrons and explore new sponsorship opportunities.
- Cost Control Measures: Continue efforts to repurpose/reuse items for events and assess all vendor/service contracts for better value. For e.g. – catering for thanksgiving service
- Diversify Income: Explore grant funding, partnerships, and digital fundraising (e.g., crowdfunding, donation drives).
- Event Budget Planning: Implement pre-event budget caps and clear tracking to avoid overspending.

We thank all members, patrons, volunteers, and supporters of the Black History Association for their continued support, time, and generosity. Your contributions are vital to our mission of cultural education, community engagement, and heritage celebration.

Signed.....

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Name...Rosie Griffiths.....

Date...1st July 2025.....