



Trustees' Annual Report for the period

| | | | | | | | |
|------|-------------------|----|------|----|-----------------|----|------|
| From | Period start date | | | To | Period end date | | |
| | 01 | 04 | 2022 | | 31 | 03 | 2023 |

Section A Reference and administration details

| | | | |
|------------------------------------|-----------------------------------|---------|--|
| Charity name | UNITED KINGDOM BURUNDIAN DIASPORA | | |
| Other names charity is known by | UKBD | | |
| Registered charity number (if any) | 1194625 | | |
| Charity's principal address | ONE COMMUNITY CENTRE | | |
| | CROMWELL STREET | | |
| | LEEDS- WEST YORKSHIRE | | |
| | Postcode | LS9 7SG | |

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 | CLAUDIA ANDERSON | CHAIR TRUSTEE | | CHAIR TRUSTEE & GENERAL ASSEMBLY |
| 2 | BLAISE BIHIZI | | | |
| 3 | YANNICK SHAMI | | | |
| 4 | BELYSE NIMUBONA | | | |
| 5 | ALIDA RUHASHYA | | | |
| 6 | DESIRE NZIMANA | | | |
| 7 | GERY RIZIGAME | | | |
| 8 | FREDDY NIKIZA | | | |
| 9 | DR VENANT | | | |
| 10 | GHISLAIN MAHORO | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
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| 15 | | | | |
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| 19 | | | | |
| 20 | | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| NA | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|-------------------------|---------|
| BANK | BARCLAYS BANK UK PLC | |
| | | |
| | | |
| | | |

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

| |
|----|
| NA |
|----|

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution adopted 11th December 2021

How the charity is constituted
(eg. trust, association, company)

CHARITABLE INCORPORATED ORGANISATION WITH VOTING MEMBERS OTHER THAN ITS CHARITY TRUSTEES

Trustee selection methods
(eg. appointed by, elected by)

The CIO active members at the General assembly elect the Chair trustee and he/she chooses his/her voice chair. They then both choose the other trustees (Executive Committee and Supervisory committee) and they are approved by member of the CIO present at the Annual General meeting for a term of 4 years.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage

- Membership of the CIO is open to anyone who is interested in furthering its purpose, and who, by applying for membership, has indicated his/her or its' agreement to become a member and acceptance of the duty of members.
- A member may be an individual, a corporate body or (an individual or corporate body representing) an organisation which is not incorporated.

The Executive committee seeks the views of the Board of trustees in deciding the plan and activities to be run.

- ✓ There is an Executive committee
- ✓ There is also a board of trustees – all members are trustees
- ✓ There is also the General assembly – all members

them.



UKBD is also a member of FODIB, which is a FORUM for Burundian diaspora associations.

All trustees give their time and knowledge voluntarily and receive no remuneration.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

- To promote social inclusion for the public benefit among those who are migrants, refugees or asylum seekers including but not limited to those of Burundian origin.
- To advance through social and cultural activities , the education of the public in the UK concerning Burundi , its history, heritage , arts, language and other aspects.
- The provision of advice and financial support to the many migrants, refugees or asylum seekers in need of relief from poverty in refugee camps in Rwanda and Tanzania and in the region generally.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In planning activities for the year, we keep in mind the Charity Commission's guidance on public benefit at our monthly Executive Committee meetings.

All the activities that we plan and carry out benefit primary our members and then the friends and families of our members.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- Contribution made by volunteers.

We are so grateful for all the time and knowledge that members especially the trustees from the executive committee have spent planning and carrying out different activities. Without this, we would not be able to achieve anything.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

- ✓ Different workshops around health and how to get involved more in community based activities.
- ✓ Bi Monthly planning meetings by the executive committee

Section E

Financial review

Brief statement of the charity's policy on reserves

Cash at bank on the 31/03/2022 was £4,572.62
 The main financial risk to the Charity is the loss of members' annual contribution (membership)
 The funds are used to cover expenditures for different events or attendance to different meetings and pay for the Zoom account, the website hosting

Details of any funds materially in deficit

NA

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- Investment policy and objectives including any ethical investment policy adopted.

- Our solely source of funds is the membership of our active members
- The funds have been used for activities/meetings organised for the members in order to promote social inclusion.
- Retreat for members of the executive committee to plan and look at how we could develop our charity.

Section F**Other optional information**

The coming year, we will continue to make sure that we have new members and that we organise activities/ workshops, gatherings in order to fulfil the objectives of the CIO.
 We are also planning to re-look at applying for grants in order to help different people from different categories of our community/society by providing advice and support as needed.

Section G**Declaration**

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

Signed on behalf of the charity's trustees

| | | |
|--|--------------------------------|--|
| Signature(s) | C. Anderson | |
| Full name(s) | Claudia Anderson | |
| Position (eg Secretary, Chair, etc) | Chair Trustee | |
| Date | 13 th February 2025 | |

| DATE | M'SHIP | OTHER | TOTAL | RECEIPT | DESCRIPTION | TOTAL | BALANCE |
|------------|--------|-------|-------|----------------|-------------|-------|------------------|
| 01.04.2022 | | | | | | | £4,572.65 |
| 05.04.2022 | | | | £232.39 | FODIB ? | | £4,340.26 |
| 25.04.2022 | | | | £583.00 | RETREAT? | | £3,757.26 |
| | | | | £815.39 | | | £3,757.26 |

| DATE | M'SHIP | OTHER | TOTAL | RECEIPT | DESCRIPTION | TOTAL | BALANCE |
|------------|--------|-------|-------|---------|-------------------------|-------|------------------|
| 01.05.2022 | | | | | | | £3,757.26 |
| 03.05.2022 | £30.00 | | | | | | £3787.26 |
| 09.05.2022 | | | | £47.66 | Retreat ? | | £3,739.60 |
| 13.05.2022 | | | | £109.78 | FODIB | | £3,629.82 |
| 16.05.2022 | £30.00 | | | | | | £3,659.82 |
| 23.05.2022 | | | | £64.30 | Travel Expenses-Retreat | | £3,595.52 |
| 23.05.2022 | | | | £92.69 | Travel Expenses-Retreat | | £3,502.83 |

| | | | | | | | |
|------------|----------------|--|--|----------------|-------|--|------------------|
| 23.05.2022 | | | | £100.00 | FODIB | | £3,402.83 |
| 24.05.2022 | £30.00 | | | | | | £3,432.83 |
| 26.05.2022 | £60.00 | | | | | | £3,492.83 |
| 30.05.2022 | £30.00 | | | | | | £3,522.83 |
| 31.05.2022 | £30.00 | | | | | | £3,552.83 |
| | £210.00 | | | £414.43 | | | £3,552.83 |

| DATE | M'SHIP | OTHER | DESCRIPTION | RECEIPT | DESCRIPTION | TOTAL | BALANCE |
|------------|----------------|-------|-------------|---------|-------------|-------|------------------|
| 01.06.2022 | | | | | | | £3,552.83 |
| 06.06.2022 | £30.00 | | | | | | £3,582.83 |
| 06.06.2022 | £60.00 | | | | | | £3,642.83 |
| 20.06.2022 | £30.00 | | | | | | £3,672.083 |
| 23.06.2022 | £60.00 | | | | | | £3,732.83 |
| | £180.00 | | | | | | £3,732.83 |

| DATE | M'SHIP | OTHER | DESCRIPTION | RECEIPT | DESCRIPTION | TOTAL | BALANCE |
|------|--------|-------|-------------|---------|-------------|-------|---------|
|------|--------|-------|-------------|---------|-------------|-------|---------|

| DATE | M'SHIP | OTHER | TOTAL | RECEIPT | DESCRIPTION | TOTAL | BALANCE |
|------------|--------|-------|-------|---------|-------------|-------|------------------|
| 01.09.2022 | | | | | | | £2,732.83 |

| DATE | M'SHIP | OTHER | TOTAL | RECEIPT | DESCRIPTION | TOTAL | BALANCE |
|------------|--------|-------|-------|---------|-------------|-------|------------------|
| 01.10.2022 | | | | | | | £2,732.83 |

| DATE | M'SHIP | OTHER | TOTAL | RECEIPT | DESCRIPTION | TOTAL | BALANCE |
|------------|--------|-------|-------|---------|-------------|-------|------------------|
| 01.11.2022 | | | | | | | £2,732.83 |

| DATE | M'SHIP | OTHER | TOTAL | RECEIPT | DESCRIPTION | TOTAL | BALANCE |
|------------|--------|-------|-------|---------|-----------------------------|-------|------------------|
| 01.12.2022 | | | | | | | £2,732.83 |
| 02.12.2022 | | | | £88.11 | FODIB - Annual contribution | | £2,644.72 |
| 02.12.2022 | | | | £143.88 | Zoom account | | £2,500.84 |
| 06.12.2022 | | | | £222.00 | Website | | £2,278.84 |
| 21.12.2022 | £40.00 | | | | | | £2,318.84 |

| | | | | | | | |
|--|---------------|--|--|----------------|--|--|------------------|
| | £40.00 | | | £453.99 | | | £2,318.84 |
|--|---------------|--|--|----------------|--|--|------------------|

| DATE | M'SHIP | OTHER | TOTAL | RECEIPT | DESCRIPTION | TOTAL | BALANCE |
|------------|--------|---------------|-------------------|---------|-------------------|-------|------------------|
| 01.01.2023 | | | | | | | £2,318.84 |
| 03.01.2023 | £20.00 | | | | | | £2,338.84 |
| 03.01.2023 | £30.00 | | | | | | £2,368.84 |
| 03.01.2023 | £50.00 | | | | | | £2,418.84 |
| 03.01.2023 | £30.00 | | | | | | £2,448.84 |
| 09.01.2023 | £10.00 | | | | | | £2,458.84 |
| 09.01.2023 | | £20.00 | FODIB Fundraising | | | | £2,478.84 |
| 09.01.2023 | | £40.00 | FODIB fundraising | | | | £2518.84 |
| 24.01.2023 | | | | £50.00 | Venue for AGA | | £2,468.84 |
| 24.01.2023 | | | | £60.00 | Fundraising FODIB | | £2,408.84 |
| 24.01.2023 | | | | £100.00 | Hospitality AGA | | £2,308.84 |
| 25.01.2023 | | | | £40.00 | DBB-fundraising | | £2,268.84 |
| 25.01.2023 | £10.00 | | | | | | £2,278.84 |
| 25.01.2023 | £30.00 | | | | | | £2,308.84 |
| 25.01.2023 | 30.00 | | | | | | £2,338.84 |
| 30.01.2023 | | £20.00 | DBB Fundraising | | | | £2,358.84 |
| 30.01.2023 | | £20.00 | DBB Fundraising | | | | £2,378.84 |
| 30.01.2023 | £60.00 | | | | | | £2,438.84 |
| 30.01.2023 | £60.00 | | | | | | £2,498.84 |

| DATE | M'SHIP | OTHER | TOTAL | RECEIPT | DESCRIPTION | TOTAL | BALANCE |
|------------|---------------|-------|-------|---------|-------------|-------|------------------|
| 01.02.2023 | | | | | | | £2,498.84 |
| 06.02.2023 | £30.00 | | | | | | £2,528.84 |
| 27.02.2023 | £60.00 | | | | | | £2,588.84 |
| | £90.00 | | | | | | £2,588.84 |

| DATE | M'SHIP | OTHER | TOTAL | RECEIPT | DESCRIPTION | TOTAL | BALANCE |
|------------|--------|-------|-------|---------|-------------|-------|-----------|
| 01.03.2023 | | | | | | | £2,588.84 |
| 09.03.2024 | £30.00 | | | | | | £2,618.84 |
| 16.03.2024 | £20.00 | | | | | | £2,638.84 |
| 27.03.2023 | £30.00 | | | | | | £2,668.84 |
| 27.03.2023 | £30.00 | | | | | | £2,698.84 |
| 27.03.2023 | £30.00 | | | | | | £2,728.84 |
| 27.03.2024 | £30.00 | | | | | | £2,758.84 |
| 27.03.2023 | £30.00 | | | | | | £2,788.84 |
| 27.03.2027 | £30.00 | | | | | | £2,818.84 |
| 27.03.2023 | £30.00 | | | | | | £2,848.84 |
| 27.03.2023 | £30.00 | | | | | | £2,878.84 |
| 27.03.2023 | £30.00 | | | | | | £2,908.84 |
| 27.03.2023 | £30.00 | | | | | | £2,938.84 |
| 27.03.2023 | £30.00 | | | | | | £2,968.84 |
| 27.03.2023 | £30.00 | | | | | | £2,998.84 |
| 27.03.2023 | £30.00 | | | | | | £3,028.84 |
| 27.03.2023 | £30.00 | | | | | | £3,058.84 |
| 28.03.2023 | £30.00 | | | | | | £3,088.8 |
| 29.03.2023 | £30.00 | | | | | | £3,118.84 |

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|------------|----------------|--|--|--|--|--|------------------|
| 30.03.2023 | £30.00 | | | | | | £3,148.84 |
| 30.03.2023 | £30.00 | | | | | | £3,178.84 |
| 30.03.2023 | £30.00 | | | | | | £3,208.84 |
| 30.03.2023 | £30.00 | | | | | | £3,238.84 |
| | £650.00 | | | | | | £3,238.84 |