



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	03	August	2022		30	June	2023

Section A Reference and administration details

Charity name	Apna Heritage
Other names charity is known by	Mirpur Heritage
Registered charity number (if any)	1199954
Charity's principal address	540 Manchester Road
	Bradford
Postcode	BD5 7LR

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	Awais Hussain			
2	Arslaan Mahmood			
3	Mohammed Arshad			
4				
5				
6				
7				
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12				
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15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

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

Constitution

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

Charitable Incorporated Organisation (CIO)

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

Appointed by existing trustees

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 them.

Apna Heritage is committed to ensuring a strong and knowledgeable board. New trustees undergo an induction process that includes:

- **Review of Governing Documents:** Familiarisation with the CIO's constitution and relevant charity regulations.
- **Mission and Objectives:** In-depth discussion of Apna Heritage's mission, objectives, and current activities.
- **Financial Oversight:** Introduction to the CIO's financial management practices and reporting procedures.
- **Role and Responsibilities:** Clear understanding of individual and collective responsibilities of trustees.

Additionally, Apna Heritage encourages ongoing learning for trustees through:

- **Attendance at relevant workshops and conferences** related to nonprofit governance, cultural heritage preservation, and digital archiving.
- **Sharing best practices** through regular board meetings and discussions.

Apna Heritage operates with a Board of Trustees who govern the organisation and set strategic direction. The Board delegates day-to-day operations to a team of volunteers with expertise in relevant areas, such as research, archiving, and public engagement.

Apna Heritage actively seeks collaboration with other organisations that share its mission. This includes:

- **Cultural institutions** such as museums, libraries, and universities.
- **Genealogy societies**, especially those with experience of researching South-Asian communities and ethnic minority groups.
- **Community organisations** representing the cultural heritage of the region.

These partnerships will allow Apna Heritage to share resources, leverage

expertise, and reach a wider audience. Apna Heritage strives to maintain transparent and ethical relationships with all parties. The organisation has a conflict-of-interest policy in place to ensure that any potential conflicts are identified and managed appropriately. The Board of Trustees regularly assesses potential risks that could hinder the charity's ability to achieve its objectives. Some key areas of focus include: • Data Security: Protecting the integrity and confidentiality of any information gathered. • Project Management: Ensuring efficient execution of research and public engagement initiatives. To mitigate these risks, Apna Heritage has implemented the following measures: • Robust Cybersecurity Practices: Maintaining appropriate data security protocols and volunteer training. • Project Planning and Monitoring: Developing clear project guidelines, timelines, and performance metrics. By proactively identifying and managing risks, Apna Heritage is well-positioned to achieve its long-term goals.

Section C	Objectives and activities
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Summary of the objects of the charity set out in its governing document

The charity initially existed to promote and educate the public on the arts, culture, and heritage of the 'Mirpur region' (the Mirpur District of the erstwhile Jammu Province, including Tehsils Bhimber, Kotli and Mirpur, now present-day Azad Jammu and Kashmir) for the public benefit. By the end of the financial year, it was realised that there was potential to maximise public benefit by slightly altering the objects and the name to a broader region so as to address more ethnic minority groups who belonged to the same heritage and thus be more inclusive. A request was submitted to amend the objects and after permission was granted by the Charity Commission, the name and objects of the charity were changed. The charity achieves its goals through: 1. Promotion: Raising awareness and appreciation for the aforementioned region's arts, culture, and heritage. 2. Education: Advancing public knowledge by researching and disseminating findings in all aspects of the region's cultural heritage, including language, literature, and genealogy.

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)

Apna Heritage undertook several voluntary activities during the year to achieve its charitable objects. These activities focused on promoting and educating the public about the arts, culture, and heritage of the Mirpur region and surrounding areas (as defined in the governing document).

Activities:

- **Reconnecting Families:** The charity facilitated connections between individuals with shared heritage, fostering a sense of community and cultural identity. (Public Benefit: Social Welfare, Education)
- **Digitising Records and Photo Albums:** Preserving historical and cultural information for future generations and wider accessibility. (Public Benefit: Advancement of Heritage, Education)
- **Community Outreach:** Meeting with community members, conducting workshops, and showcasing findings. This involved sharing knowledge about the region's heritage, language, literature, and genealogy. (Public Benefit: Education, Advancement of Culture)
- **Family History Support:** Providing guidance and resources to individuals researching their family trees, promoting understanding of their heritage. (Public Benefit: Education)

Statutory Declaration:

The trustees of Apna Heritage confirm that they have had regard to the guidance issued by the Charity Commission on public benefit when undertaking these activities.

Additional Notes:

- While these activities were conducted on a voluntary basis, they directly contribute to the charity's objectives of promoting and educating the public about the region's rich heritage.
- The delay in opening a bank account due to external factors did not impede the charity's ability to carry out its work.
- Due to the reliance on volunteers, there were no expenditures associated with these activities during the year.

Looking Forward:

The decision to expand the scope of the charity's work by amending its objects and name reflects the positive impact beyond the initial focus on the Mirpur district. This demonstrates our organisation's commitment to serving a wider community and maximising its public benefit.

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.

Apna Heritage does not currently have a policy on grantmaking or program-related investments. This is because the organisation currently relies heavily on volunteers and our focus is on direct activities rather than funding external initiatives.

Volunteer Contributions:

Volunteers play a vital role in Apna Heritage's work. They contribute significantly to achieving the charity's objectives through various activities, including:

- **Collecting Materials:** Volunteers actively collect historical and cultural materials such as photos, documents, and artefacts related to the Mirpur region.
- **Gathering Stories:** Volunteers interview community members and document their personal stories and experiences, enriching the understanding of the region's cultural heritage.
- **Creating Content:** Volunteers assist in creating social media posts and educational materials to share information about the region's heritage.
- **Event Support:** Volunteers provide logistical and operational support for workshops, presentations, and other events organised by the charity.

The dedication and hard work of volunteers have been instrumental in Apna Heritage's progress. Their contributions not only save valuable resources but also foster a sense of community ownership around the preservation and promotion of cultural heritage.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Apna Heritage made significant strides in achieving its charitable objectives during the year. Here are some key achievements:

Family Reconnection:

- **Over 100 Families Reconnected:** Through volunteer efforts, Apna Heritage facilitated the reconnection of over a hundred families within the community. This includes families dealing with adoption, those seeking information about ancestors, and individuals who never knew their parents. These reconnections demonstrate the tangible impact of the charity's work on people's lives.
- **Enhanced Understanding of Ancestry:** Apna Heritage's activities empowered community members to learn about their own ancestry. This fosters a sense of cultural identity and personal connection to the region's heritage.

Community Outreach and Education:

- **JAAG Festival Talk:** Chair Trustee Awais Hussain delivered a well-received talk at the JAAG Festival, the first ever Punjabi and Pahari-Pothwari language and literature festival. The talk covered various aspects of genealogy and Mirpur heritage, reaching a broad audience nationwide. The talk provided attendees with step-by-step genealogy guidance, a practical guide on researching family history, creating family trees, and preserving family documents. This empowered individuals to actively engage in their own heritage exploration.
- **Community Talk in Newcastle:** A similar talk was conducted in Newcastle focusing on the early Mirpuri pioneers of that city.

Overall, Apna Heritage's achievements demonstrate its positive impact on the community. By facilitating family reconnections, promoting heritage education, and fostering community engagement, the charity has significantly advanced its goals and left a lasting impact on the community.

Section E

Financial review

Brief statement of the charity's policy on reserves

Apna Heritage is a new organisation and is currently focusing on establishing its core activities and building a strong volunteer base. As the organisation grows and secures more sustainable funding, it will develop a formal reserves policy to ensure responsible financial management. The Board of Trustees will review and adopt a reserves policy in due course, ensuring financial prudence alongside achieving Apna Heritage's charitable objectives.

Details of any funds materially in deficit

The concept of a material deficit in relation to funds is not applicable in our current context. We are committed to responsible financial management as we grow and secure more sustainable funding.

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.

Apna Heritage is currently in the early stages of development and relies primarily on volunteer contributions to deliver its activities. This minimises expenditure and allows us to focus on establishing our core programs.

Fundraising Efforts:

- We are actively exploring fundraising options to ensure long-term sustainability. These might include grant applications, individual donations, and community fundraising events.

Expenditure and Objectives:

- As mentioned earlier, our reliance on volunteers has kept expenses minimal during the past year. Future fundraising will ensure resources support our key objectives of promoting and educating the public about the Mirpur region's heritage.

We are committed to responsible financial management and transparency. As Apna Heritage grows, we will provide more detailed financial information in future reports.

Section F

Other optional information

Change of Name and Objects: It is important to note that the charity has changed its name from Mirpur Heritage to Apna Heritage and the objects have been amended. This change reflects our desire to expand our reach and serve a broader region related to the same heritage.

Apna Heritage is grateful for the dedication of its volunteers, whose contributions are essential to our work.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s) Awais Hussain

Full name(s) Awais Hussain

Position (eg Secretary, Chair, etc) Chair

Date 22 April 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Apna Heritage

No
1199954

Receipts and payments accounts

CC16a

For the period
from

Period start date
03/08/2022

To

Period end date
30/06/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
(Not applicable)	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	-	-	-	-	-
A2 Asset and investment sales, (see table).					
(Not applicable)	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	-	-	-	-	-
A3 Payments					
(Not applicable)	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
A4 Asset and investment purchases, (see table)					
(Not applicable)	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	-	-	-	-	-
Net of receipts/(payments)	-	-	-	-	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	-	-	-	-	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	(Not applicable)	-	-	-
		-	-	-
		-	-	-
	Total cash funds	-	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details			
	(Not applicable)	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details			
	(Not applicable)		-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details			
	(Not applicable)		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details			
	(Not applicable)		-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Awais Hussain	Awais Hussain	22/04/2024	