

# Trustees' Annual Report for the period

From	Period start date			Period end date		
	31 <sup>st</sup>	May	2018	20 <sup>th</sup>	July	2019
			To			

## Section A

### Reference and administration details

Charity name	Medway African and Caribbean Association		
Other names charity is known by	MACA		
Registered charity number (if any)	1179545		
Charity's principal address	CO The Sunlight Development Trust		
	105 Richmond Rd, Gillingham, Kent		
	ME7 1LX		
	Postcode		

### 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	Carol Stewart	Chairperson	2018-2019	MACA trustees
2	Patricia Gayle	Vice Chairperson	2018-2019	MACA trustees
3	David Murray	Treasurer	2018-2019	MACA trustees
4	Nigel Beckles	Trustee	2018-2019	MACA trustees
5	Mandi Haplin	Trustee	2018-2019	MACA trustees
6	Patricia Cooper	Co opted Trustee	2018-2019	MACA Trustees
10				
12				
13				

## Section B

### Structure, governance and management

#### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CIO Foundation
How the charity is constituted (eg. trust, association, company)	CHARITABLE INCORPORATED ORGANISATION
Trustee selection methods (eg. appointed by, elected by)	Through application to the board of trustees via the chairperson



## Additional governance issues

MCA has a sub group called YPU (Young People United) who are recruiting new members

## Section C Objectives and activities

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

The Charity's objects (the Objects) are

To advance any charitable purpose for the benefit of the inhabitants of Kent and Medway, in particular, but not exclusively, persons of the African-Caribbean community or of African and Caribbean descent, in particular advancing education and/or assisting in the provision of facilities for recreation and other leisure-time activities in the interests of social welfare with the object of improving the condition of life for said inhabitants.

**The main activities during this past year 2018-19 have included :**

#### **Young Black achievers Awards**

MACA celebrated 13 years of the annual Young Black achievers awards, in November, and we presented 18 awards. The young people whose ages ranges from 12 to 23 were selected on the basis of their achievements in Education, Citizenship, achieving a positive outcome and Diversity.

2018 was the 70th anniversary of the Windrush, and we recognised local citizens for their contributions. Some of the recipients this year have featured in a ground-breaking exhibition on the history of Black People in Kent in the 19th and 20th Century. We received sponsorship from Mid Kent College, Medway Council Black Workers forum, Chinara Enterprises Ltd,

#### **Black History Live Project**

2018 saw us finish our Black History Live project. The HLF funded project, took place over 3 years, and was our biggest project to date, one which we are immensely proud of. The exhibition alone attracted over 10, 000 visitors to the Dockyard, and raised the profile of the work of MACA significantly.

The project set out to redress the historical narrative of Kent and Medway in the 19<sup>th</sup> and 20<sup>th</sup> Century, to make visible the contribution of the African and Caribbean communities to the region. Moreover, to demystify the stigma of impoverished, disaffected and disenfranchised Black migrant communities. To offer Britain's history ecology a truer picture and better understanding of Kent and Medway multicultural landscape.

The project achieved a number of key deliverables, including research that evidenced the history of African and Caribbean people across Kent and Medway from the 19/20th Century. Our achievements outweighed our initial intentions. We

- produced a range of local family activities, including a half-term African and Caribbean heritage trail.
- developed a digital learning resource,
- created a documentary and curated 2 private screenings
- curated a Black History exhibition, at the No 1 Smithery, Chatham Historic Dockyard, with over 10000 visitors in 2 months
- programmed a series of lectures, workshops and talks as part of the exhibition, with over 150 visitors
- partnership contribution from a grammar school
- partnership with Kent Police in addition to partner contributions from Medway Council, Kent County Council, Chatham Historic Dockyard, The University of Kent,

### 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)



Mid Kent College, Black Workers Forum  
Below are just some of the responses to the exhibition:

### **Child Responses to the Exhibition**

1. "It is an important story" - Daniel, age 6
2. "Kelly Holmes inspired me with so much information. I want a gold medal!" – Simone
3. "I think it's good. I liked the games and pictures!"
4. "I liked walking about and learning new things"

### **Adult Responses to the Exhibition**

1. "I enjoyed the exhibition and would love it, or something like it, to find a permanent home in Kent or Medway"
2. "So many people unknown who managed to rise beyond their struggles and inspire others"
3. "Thank you for telling some of the great stories that needed to be told. This exhibit touched my soul."
4. "Great to see such names and histories with the kids"

On behalf of the board of trustees, I would like to thank all the sponsors: The Heritage Lottery Fund, The Chatham Historic Dockyards, Mid Kent College, Medway Council and Medway Council BWF, UCA, and University of Kent, Kent County Council. Project staff, Yassmin Foster and Sian Drew and the volunteer team who have assisted with the research.

### **Other activities**

The Chairperson has been a regular guest on BBC Radio Kent, on Dominic King show, as well as on other BBC programmes, KMTV, Kent Messenger, talking about what MACA is up to, as well as championing issues on race and diversity.

MACA has had a presence at community engagement meetings with the NHS in Medway, Krishna Devi, who has been a regular visitor to the drop in, as well as with Kent Police and the IPAG meetings.

In March this year we held a seminar on hate crime, in the lead up to Brexit in partnership with the University of Kent and Kent Police, we are planning one on Knife crime in partnership with the University of Kent, Kent Police St Margaret's Church Rainham, to be held September 13<sup>th</sup>

### **Senior Citizens group**

The senior citizens in MACA meet at the Sunlight Centre every Tuesday 1pm until 4pm. The attendees are men and women mostly living in the Medway Towns with a few living further away. This is a drop-in session predominantly supported by Ethnic Minorities and local residents averaging 30 people. People of other racial backgrounds also attend the session

The men traditionally play dominoes, albeit noisily in competition! This provides friendship and relief from loneliness for those living alone. They also play Bingo not for money but for small prizes that are donated by everyone either from unwanted gifts or pound shop items etc. The group welcomed visitors, including young researchers, researching Windrush, People from Health consulting on health services for Black people.

Many subjects are discussed jointly and personal views aired during activities. Tea coffee and soup is available throughout the afternoon and Ingrid and David make tasty rolls some weeks. Pat Cooper the local councillor is an avid well valued, frequent visitor and Bob Mahay police officer drops in often to give advice and support. The Gravesend Group who run a similar drop in from time to time. At Christmas a meal is always held with additional visitors from families and friends. The group are making lavender bags, and other items to raise funds.

The drop in has on most occasions been self-financing , most of the time from members donations, however to assist in expanding the activities we need to secure extra funding

***The trustees of the charity declare that we have paid due regard to any guidance published by the Charity Commission under section 4 of the 2006 Act in relation to the public benefit requirement in their administration of their charity***

## **Section D**

### **Achievements and performance**

#### **Black History Live**

This was our biggest achievement during this year, as highlighted above.

The profile of MACA has been raised in the media in the past year, and we have attracted more interest from a wide range of partners across the region.



## Summary of the main achievements of the charity during the year

### Social media

Our website is still growing, and Trovone works hard to keep it up to date.

The website is [www.macacharity.org.uk](http://www.macacharity.org.uk). We are looking for a volunteer to help us redevelop the site as we need to move it to a new host.

Twitter @ MedwayACA, @MACABHL and Facebook MacaCharity a new twitter for the BHL project @MACABHL

We have nearly 600 followers on our Facebook page, an increase of nearly 200 from last year , and nearly 1,000 followers on Twitter across both our pages, an increase of nearly 400 from last year !

MACA phone number is 0844 844 9502

### Funding and support

We have secured a lot of support during this past year, in particular from Medway Council Arts Team, Black Workers Forum, The University of Kent, The University of the Creative Arts, The Chatham Historic Dockyard Trust, Kent Police, Chinara Enterprises, Mid Kent College, BBC radio Kent, BBC South East Today, ITV Meridian, Sunlight Development Trust, KM TV, George Hornby, Marika Sherwood, Brian Joyce, Yassmin Foster, Sian Drew, the BHL steering group and all our volunteers.

We are so grateful for the support and encouragement you have given to MACA, and we are excited about the next few years and the new projects we are working on together.

As with any organisation, all of this would not be possible without the commitment of our volunteers, of which we rely upon, and we are always looking for willing and able volunteers who are able to offer their time and expertise on the many projects we have coming up

We are also looking for new people to join the board of trustees, so if you feel you have something to offer and some spare time, then why not become part of a growing organisation! and help to make a difference to the lives of people in Kent and Medway

Finally a big thank you to all the trustees and YPU members for all their hard work and support in keeping MACA going this past year, and to all those who have attended MACA events during this past year, we look forward to your ongoing support

## Section E

### Financial review

#### Brief statement of the charity's policy on reserves

**Income 1st April 2018 to 31st March 2019**

**Income £41,532**

**Expenditure £43,729**

**Closing balance £5,172**

The majority of income during the year came from the Heritage Lottery grant, Senior citizens donations, donations from events, and sponsorship the expenditure has mainly been on room hire for the senior citizens group of which the donations they receive cover the room hire costs. We also used funds for the external consultants on the Black History Live project. The Heritage lottery grant are restricted funds to be used for the Black History Live project only. We received donations for the Black History Month events.

#### Details of any funds materially in deficit

None



The main source of income during the year 18/19 has been from the weekly fees for the drop in, money raised from the awards events, HLF grant, and a just giving donation page  
 We also received grants from, Medway Council Black Workers forum, Chinara Enterprises Ltd  
 The Weekly funds have been used to fund the drop in activities as detailed per the drop in report, The other events such as the annual young black achievers awards, YPU have been funded through donations and ticket sales.

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Card Anne Stewart	P. D. Gayle
Position (eg Secretary, Chair, etc)	Chair Person	Vice Chair Person

Date

20/7/2019





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**Medway African and Caribbean Association**

No (if any)  
**1148026**

## Receipts and payments accounts

For the period  
from

Period start date  
**01/04/2018**

To

Period end date  
**31/03/2019**

**CC16a**

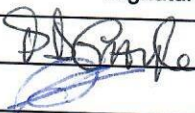
### Section A Receipts and payments

	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 £
<b>A1 Receipts</b>					
Sponsorship		33,850	-	33,850	-
Donations	£7,681.80	-	-	7,682	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>7,682</b>	<b>33,850</b>	<b>-</b>	<b>41,532</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>7,682</b>	<b>33,850</b>	<b>-</b>	<b>41,532</b>	<b>-</b>
<b>A3 Payments</b>					
BHL Project Expenses	-	£39,149.43	-	39,149	-
Room hire	1,428	-	-	1,428	-
travel drop in group	180	-	-	180	-
website	169	-	-	169	-
Bills BHM	2,620	-	-	2,620	-
Insurance	115	-	-	115	-
Travel exp	7	-	-	7	-
miscellaneous	60	-	-	60	-
<b>Sub total</b>	<b>4,579</b>	<b>39,149</b>	<b>-</b>	<b>43,729</b>	<b>-</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>4,579</b>	<b>39,149</b>	<b>-</b>	<b>43,729</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>3,103</b>	<b>- 5,299</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>3,997</b>	<b>27,343</b>	<b>-</b>	<b>31,340</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>7,100</b>	<b>22,044</b>	<b>-</b>	<b>5,172</b>	<b>-</b>

## 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 £
<b>B1 Cash funds</b>	Current Account			
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	-	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	P D GAYLE	22/11/2020
	Carol Stewart	22/11/2020





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

MEDWAY AFRICAN AND CARIBBEAN ASSOCIATION

On accounts for the year  
ended

31/03/2019

Charity no  
(if any)

1179545

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD/MM/YYYY.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

J. Shepherd

Date:

12/01/2020

Name:

JULIE SHEPHERD

Relevant professional  
qualification(s) or body

BOOK KEEPING LEVEL 3

(if any):

Address:

68 GREENWAY

MAIDSTONE

KENT ME168TN

## Section B

### Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.