



Trustees' Annual Report for the period

Period start date				Period end date		
From	1	April	2018	To	31	March 2019

Section A Reference and administration details

Charity name

Barham Village Residents Association

Other names charity is known by

BVRA

Registered charity number (if any)

1177975

Charity's principal address

737 Harrow Road,

Wembley, London,

Middlesex

Postcode

HA0 2LL

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	Judith Miller	Chair		BVRA
2	Baar Hersi	Co-Vice Chair		BVRA
3	Bharat Devshi	Co-Vice Chair		BVRA
4	Catherine O'Connor	Treasurer		BVRA
5	Fathiya Abdalla	Secretary		BVRA
6	Ketan Patel	Customer Relations Officer / Subcommittee chair		BVRA
7	Pauline Bishop	Membership Executive		BVRA
8	Rose Fernandes	Vice Membership Executive		BVRA
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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)	CIO - ASSOCIATION Registered 17 Apr 2018
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected from membership.

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.

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Section C Objectives and activities

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

The objectives of BVRA are as follows:

- To facilitate a bridge between Notting Hill Genesis and the residents of Barham Village.
- To create a cohesive community who are able to come together regardless of age, race, ethnicity and religion.
- To provide a recreational space for activities and discourage social isolation within the community.
- To provide outreach to neighbouring communities.

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)

Community Centre:
Throughout the year BVRA has hosted Councillor surgeries where members of the public are able to come to our community centre to meet with the elected Councillors for Brent in consultation meetings. This takes place once a month and it is held for two-hour period. People from all over the borough have the opportunity to come to a neutral venue to garner advice and voice their concerns.

BVRA also hosts committee meetings to discuss the current and future issues that have arisen and potential resolutions. As a result, BVRA has had several meetings with members of Notting Hill Genesis in regards to on going issues residents have voiced. This included liaising with Area Housing Manager in negotiations for finalising the lease of the Community Centre space, Car Parking, and other disputes.

Our trustees visit members of the community to invite them to meetings and encourage participation by consulting and offering an open-door policy to speak to any of the trustee’s in regards to issues they may be having.

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.

Summary of the main achievements of the charity during the year

BVRA were able to secure a meeting in regards to finalising our lease for the Community Centre space with Notting Hill Genesis legal team.

BVRA hosting the Councillors Surgeries has successfully increased attendance which allows us to have more exposure to the wider community and allows us to be of a wider service. We have attendance from neighbouring communities that will hopefully allow us to become a central hub for the Sudbury and Wembley areas.

Section E Financial review

Brief statement of the charity's policy on reserves

BVRA currently have decided to have reserves as a contingency and for upcoming expenses. One of the major objectives that we have is to open our Community Centre to the wider public and host events and meetings that will be beneficial to community morale. At present our reserve limit is £15000. This is to anticipate all the start-up costs that will be necessary for the upkeep and running of the Community Centre once the lease has been completed. The funds will cover expenses such as insurance, furnishing, staff, equipment for events etc. The hope is that the Community Centre will be in full operation by the end of 2020. Once in full operation the funds will be used to cover such expenses completely. It will also be our intent to rebuild the fund so that over time we are able to use the funds in the event of a financial emergency.

Details of any funds materially in deficit

n/a

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.

Section F Other optional information

When the Community Centre is fully launched, we will begin with popular group classes like Yoga and Pilates.
 We intend to offer coffee mornings to gather information from residents and the public about the services they would like to be run at the Centre.
 We are also aiming to collaborate with other groups to offer a wider choice of activities for our residents, making it more affordable and cost effective.
 We will have BAM (a virtual help desk) along with a member of staff to navigate the system
 We have a small office to hire for local business, alongside another office which offers hotdesking.
 There is a large function room available for hire for conferences/meetings and parties. The function room can be divided to accommodate two smaller groups.
 With the help of volunteers and fund-raising events this would highlight the Community Centre and the new activities we are bringing to the area we hope to cover events for all ages.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	JP Miller	Fathiya
Full name(s)	Judith P. Miller	Fathiya F Abdalla
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	29.01.20	



BVRA Annual General Meeting
FINANCIAL YEAR 1ST APRIL 2018 – 31ST MARCH 2019

1. OPENING BALANCE

The actual opening balance recorded on the bank account	Total	£9744.33
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2. REVENUE

The actual revenue recorded on the bank account	Total	£1859.88+
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Breakdown:

- Membership subscriptions	£200.00
- Donations	£110.00
- Notting Hill Genesis TRA annual grant	£300.00
- Councillor Surgeries	£1080.00
- Countryside completion event	£132.88
- Lloyds bank compensation	£37.00

3. EXPENSES/COSTS

The actual expenses/costs recorded on the bank account	Total	£554.58 -
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Breakdown:

- Insurance	£229.60
- Printing & Stationery	£60.64
- Catering for AGM 2017/18	£225.00
- Equipment	£39.34

4. CLOSING BALANCE

The actual closing balance recorded on the bank account	Total	£11049.63
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5. EXPECTED INCOME FOR 2019-2020

- Membership subscriptions
- Donations
- Grant funding
- Fund raising
- Notting Hill Genesis TRA annual grant
- Community Centre venue hire
- Events/Activity bookings and premiums



6. EXPECTED EXPENSES/COSTS FOR 2019-2020

- Insurance (Comprehensive)
- Community Centre Land Registry
- Business Rates
- Service Charges
- Cleaning
- Cleaning Materials
- General Building Repairs
- Accountancy & Audit
- Health & Safety (PAT testing)
- Fire Safety
- Office Stationary/Supplies
- Catering equipment
- Catering supplies
- Utilities (water, gas, electricity, phone and broadband)
- Volunteer Expenses
- Training
- Event/Activity facilitators costs
- Sundry Expenses
- Secretarial

Our expected income and expenses/costs are a forecast of what we endeavour it to be, which will change according to how things progress in the financial year 2019-2020.