



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 01.04.2021 Period start date To 31.03.2022 Period end date

Charity name: Croydon Refugee Day Centre

Charity registration number: 1064465

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To relieve and assist in the relief of refugees who are in need by the provision of facilities within a Day Centre.
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	We assisted asylum seekers and refugees visiting our premises through the provision of clothing, footwear, toiletries and food products to those in need. Our Family Education Project (FEP) supported asylum seekers in a local hotel through the provision of off-site activities and through completion of forms to Croydon Council to enable the children of asylum seekers to obtain places in local schools.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In planning our activities for the year at our trustee meetings, we kept in mind our purposes and the Charity Commission's guidance on public benefit. The main activities benefitting the public were as detailed in Activities and Performance below.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable
Policy on social investment including program related investment	Para 1.38	Not applicable
Contribution made by volunteers	Para 1.38	We are grateful for the commitment by many regular volunteers mainly from West Croydon Baptist Church and other churches in the wider area. Without their valuable contributions of time, energy and compassion we would not have been able to achieve so much.

Other		We have an adopted Safeguarding Policy for trustees and volunteers as we are dealing with vulnerable adults and children. A training session for volunteers on safeguarding was held in April 2021.
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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>During the second national lockdown in early 2021, our activities had been restricted to delivery of food parcels. This ceased during 2021 as clients in private accommodation were able to attend our premises again to receive food products.</p> <p>After lockdown, we were able to serve clients outside in our car park, then later indoors, taking appropriate Covid-19 precautions.</p> <p>Over the summer and autumn months there was an increase in the number of clients attending resulting from the exodus of refugees from Afghanistan and the rise in the number of migrants crossing the Channel in small boats. Several were placed in initial accommodation in Croydon hotels and attended our Centre in need of clothing and footwear.</p> <p>During the 6 months October 2021 to March 2022 we opened for 24 indoor sessions, weekly on Tuesday mornings serving single adults, couples and small and large families. Average attendance over this time was for households totalling 64 adults and 50 children. The majority were asylum seekers placed in local hotels. Some were in self-catering accommodation and seeking to be provided with tinned and dried food products in addition to clothing, footwear and toiletries. The most numerous countries of origin were: Iran, Iraq, Syria, El Salvador, Sri Lanka, Kuwait, Nigeria, Albania and Afghanistan.</p> <p>Our Family Education Project (FEP) ran weekly on Wednesday mornings with a small team of volunteers providing educational and play activities for the children of asylum-seeking families and support for their parents. This included weekly sports sessions, games in a local park and visits to a community allotment. Help was provided to parents through form filling and phone calls to help provide school places for children.</p>

		<p>Support was also provided through advocacy, sign posting to language classes and other areas of help and through referrals to education funding charities.</p> <p>People supported by the FEP Included: 81 – adults (parents) 50 – high school aged children 65 – primary school aged children 28 – pre-school aged children 09 – single adults</p> <p>These came from 20 different countries with the largest numbers from Albania, Afghanistan, El Salvador, Kuwait, Nigeria, Turkey and those identifying as Kurdish.</p> <p>We were able to make an appointment to the vacant manager position in the summer but unfortunately the manager left after a few months.</p> <p>We improved our communications by enlarging our web site from a relatively static single page to several pages and by establishing a social media presence.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Our objectives are as set out in the trust deed purpose above. We adapted our services in response to pandemic restrictions prevailing over the year to meet the needs of asylum seekers and refugees in the area.
Performance of fundraising activities against objectives set	Para 1.41	Most of our funds have come from voluntary donations. We were able to raise some funds through the recycling of donated clothing and footwear unsuitable to the needs of the clients we served. This helped fund the purchase of new underwear and other products.
Investment performance against objectives	Para 1.41	Not applicable
Other		<p>We give thanks to the following:</p> <p>Lendlease for sending volunteers and for constructing storage shelves; The Queen Mother Clothing Guild for the generous supply of new clothing; Wrap-Up London for sacks of winter coats; the Happy Gym Club for sending volunteers to sort through donations; and to the many schools and churches that provided us with their harvest offerings and donations.</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity has a healthy end of year financial position with a significant rise in income compared with the previous year to £62,743. Grants of £13,515 included: £1,500 from London Churches Refugee Fund for general purposes, £6138.50 from the Asian Resource Centre Croydon (ARCC) for the Family Education project (FEP) and £5,000 from Croydon Council for food and sanitary products. The main source of receipts was donations from individuals, churches and organisations, the largest £9,600, a delayed payment from the Mayor of Croydon's fundraising for us during a mayoral year 2019-2020. The largest expenditure was on clothing and footwear in response to the increase in asylum seekers placed in hotels near to us. Payments on salaries was lower than anticipated due to vacancies over parts of the year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	There is not a formal policy for holding reserves. Much of the balance has been set aside for future salaries.
Amount of reserves held	Para 1.22	-
Reasons for holding zero reserves	Para 1.22	-
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

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 Charity's principal source of funding is donations from churches and individuals sympathetic to our work. This is supplemented by grant applications, and an income stream from recycling donated clothing and footwear not suited to the needs of clients visiting us.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable
A description of the principal risks facing the charity	Para 1.46	The principal risks for the Charity are: (1) not having sufficient funds to pay any staff and buy food and clothing provided to asylum seekers and refugees, and (2) not having sufficient volunteers to operate our services in relation to the demand for them.

Other		
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Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated association
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 have generally been drawn from the pool of experienced volunteers and are appointed at trustee meetings. The Trustees usually include the Senior Pastor at West Croydon Baptist Church, but the church was in an interregnum with no minister during the year.

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	Trustees, any staff and leading volunteers all are subjected to a DBS check as we work with vulnerable adults and children.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity is based at West Croydon Baptist Church but is a charity in its own right. The charity had exclusive use of a large hall as a clothes' store during the pandemic. The charity makes donations to the church in relation to heating and lighting.
Relationship with any related parties	Para 1.51	The charity is supported by volunteers drawn from many churches in Croydon and is a 'Churches Together' project.
Other		

Reference and Administrative details

Charity name	Croydon Refugee Day Centre
Other name the charity uses	Refugee Day Centre West Croydon (on bank account)
Registered charity number	1064465
Charity's principal address	West Croydon Baptist Church, Corner Whitehorse Road and St. James Road, Croydon CR0 2JH

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	Rory MacLeod	Chair		
2	Sandra Ramsbotham	Treasurer		
3	Bridgette Nettleford			
4	Rosanna Edser		From 18 th March 2022	
5	Ivanka Lennon		From 18 th March 2022	
6	Paul James		Up to 21 st May 2021	
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted If not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Additional Information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

George Out (Manager for part year). Roseanna Edser (Family Education Project for part year)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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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)	<i>R. Macleod</i>	
Full name(s)	Roderick Ian Neil MacLeod (known as Rory)	
Position (eg Secretary, Chair, etc)	Chair	
Date	<i>29 January 2023</i>	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Croydon Refugee DayCentre

No (if any)
1064485

Receipts and payments accounts

CC16a

For the period from	01.4.2021	To	Period end date 31.03.2022
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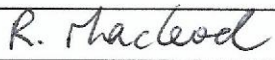

Section A Receipts and payments

	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					
Grants	-	13,515	-	13,515	880
Rags Collection	278	-	-	278	546
Sundry Donations	48,950	-	-	48,950	27,826
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	49,228	13,515	-	62,743	29,252
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	49,228	13,515	-	62,743	29,252
A3 Payments					
Administration Salaries	-	5,101	-	5,101	-
Insurance	254	-	-	254	-
Food	-	1,856	-	1,856	-
Hygienic Products	-	2,192	-	2,192	-
Clothing	24,549	-	-	24,549	-
Underwear	2,808	-	-	2,808	-
Sundry Expenditure	-	-	-	-	-
Family Education Project	-	424	-	424	-
Tithe	2,000	-	-	2,000	-
Sub total	29,611	9,573	-	39,184	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	29,611	9,573	-	39,184	-
Net of receipts/(payments)	19,617	3,942	-	23,559	29,252
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	19,617	3,942	-	23,559	29,252

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	Bank	19,617	3,942	-
		-	-	-
		-	-	-
	Total cash funds	19,617	3,942	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		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
	Roderick MacLeod	29.01.23
	Sandra Ramsbotham	29.01.23



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Croydon Refugee Day Centre

On accounts for the year
ended

31st March 2022

Charity no
(if any)

1064465

Set out on pages

1 and 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 31/03/2021

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

Date:

26/01/23

Name:

Stella Doreen Wankarung

Relevant professional
qualification(s) or body
(if any):

CIMA

Address:

SDW ACCOUNTANCY SERVICES

20 - 22 Wenlock Road
London, N1 7GU

Registered as SDW Global Services Ltd
Company No.: 09921410

Tel: +44 7367393538

www.sdwglobalservices.com

Only complete if the examiner needs to highlight 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.

2/3



CHARITY COMMISSION
FOR ENGLAND AND WALES

Croydon Refugee DayCentre

No (if any)
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For the period
from

01.4.2021

To

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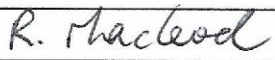

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		-	-	-
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			-	-
			-	-
			-	-
			-	-
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			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Roderick MacLeod	29.01.23
	Sandra Ramsbotham	29.01.23



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Croydon Refugee Day Centre

On accounts for the year
ended

31st March 2022

Charity no
(if any)

1064465

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

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

Signed:

Date:

26/01/23

Name:

Stella Doreen Wankarung

Relevant professional
qualification(s) or body
(if any):

CIMA

Address:

SDW ACCOUNTANCY SERVICES

20 - 22 Wenlock Road
London, N1 7GU

Registered as SDW Global Services Ltd
Company No.: 09921410

Tel: +44 7367393538

www.sdwglobalservices.com

Only complete if the examiner needs to highlight 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.

2/3