



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1<sup>st</sup> April 2023 Period start date To 31<sup>st</sup> March 2024 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	<b>This is set out in our Trust Deed: “To relieve and assist in the relief of refugees who are in need by the provision of facilities within a Day Centre”.</b>
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	<p>We are a small, specialist organisation, based at West Croydon Baptist Church 3 days per week. We have a 70-strong volunteer team and 25-year track record of supporting refugees and asylum seekers. We have five core projects:</p> <ol style="list-style-type: none"><li>1. <b>Essentials Centre:</b> new &amp; second hand clothing, coats and shoes, school uniform and essentials, household goods, toiletries, online access and food. .</li><li>2. <b>Family Support Programme:</b> weekly outreach into asylum hotels, building trust with families and helping children access education and other opportunities; providing necessary uniforms and equipment; liaising with schools to support children's needs.</li><li>3. <b>Welcome Project:</b> weekly community hub promoting well-being and mental health through social activities, language classes, children's play, dance and art.</li><li>4. <b>Signposting, Advice and Guidance Project:</b> assists and supports with understanding and navigating UK systems and enabling asylum seekers and refugees to be represented and heard.</li><li>5. <b>Refugee Homes Project:</b> In partnership with The Spires Centre, supports newly-recognised refugees who are homeless or at</li></ol>



		risk of homelessness to find housing options.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have 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	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	We are grateful for the commitment by many regular volunteers. Our 70-strong volunteer team give over 100 hours of voluntary work each week. Without their valuable contributions of time, energy and compassion we would not have been able to achieve so much.
Other		N/A

## 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	There are now 1100 people (including 300-350 children) seeking asylum living in emergency hostels in Croydon – a five times' increase on pre-pandemic levels. <a href="#">Refugee Action's report</a> suggests people are being held in 'de facto' detention, in conditions that are unsanitary, hostile and actively harmful to their physical and mental health. We are currently supporting families who have been housed like this for upwards of two years (rather than the 3-4 weeks in government guidance). Families receive three basic meals a day - plus £8.86 per person per week - and they are generally banned from working and being able to earn their own money. They are therefore forced into destitution.



		<p>Other asylum seekers live in dispersal accommodation in the borough, existing on a subsistence allowance of only £49.15 per person per week (42% lower than standard universal credit).</p> <p>Many refugees are now living in emergency accommodation or are street homeless after being evicted from asylum accommodation shortly after receiving leave to remain.</p> <p>Our services supported people from across these groups over the year in question, and our achievements are as follows:</p> <ul style="list-style-type: none"> <li>- <b>Supported 1416 individuals altogether (823 adults and 593 children).</b> They came from 54 different countries. The largest majority came from Iran (22%). 52% of the adults we supported were female and 48% were male.</li> <li>- <b>~100 individuals supported each week at our Essentials Centre</b> with good quality, second-hand clothing, school uniform and household goods as well as signposting advice, and guidance.</li> <li>- <b>~30 individuals supported each week at our Welcome Project,</b> with games and activities, language classes, socialising and refreshments.</li> <li>- Our Pilot Family Support Programme established <b>two weekly drop ins</b> at asylum hotels in Croydon offering support to access education and general signposting, advice and guidance.</li> <li>- <b>655 winter coats, 981 pairs of shoes, 1264 sets of new underwear, 815 food parcels and 1029 toiletry and hygiene packs</b> gifted to asylum seekers and refugees.</li> <li>- New partnership with The Spires Centre set up to <b>support individuals at risk of street homelessness</b> after receiving refugee status.</li> </ul>
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#### Additional information (optional)

You may choose to include further statements where relevant about:

		N/A
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Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	Our funds have come from small grants and from voluntary donations. We have successfully expanded and diversified our funding base this year to meet the new level of need in Croydon.
Investment performance against objectives	Para 1.41	N/A
Other		N/A



## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The Charity was in a healthy financial position at the end of the period.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>We hold unrestricted reserves such that we would be able to wind up the organisation in a timely and orderly manner, if it was no longer a going concern.</b>
Amount of reserves held	Para 1.22	<b>Not more than 6 months and not less than 3 months in unrestricted funds at any one time against budgeted expenditure.</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>None</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>None</b>

### 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	<b>Grants and donations</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal risks facing the charity	Para 1.46	<b>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.</b>
Other		<b>N/A</b>



## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	<b>Trust Deed</b>
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	<b>Unincorporated Association</b>
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	<b>Trustees have generally been drawn from the pool of experienced volunteers and are appointed at trustee meetings.</b>

### 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	-
The charity's organisational structure and any wider network with which the charity works	Para 1.51	-
Relationship with any related parties	Para 1.51	-
Other		-

## Reference and Administrative details

Charity name	Croydon Refugee Day Centre
Other name the charity uses	-
Registered charity number	1064465
Charity's principal address	Croydon Refugee Day Centre West Croydon Baptist Church Whitehorse 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 to 15/10/23		
3	Linda Fox	Treasurer from 15/10/23	15/10/23 onwards	
4	Ivanka Lennon			
5	Rosanna Edser			
6	Bridgette Nettleford			
7	Denzil Larbi			
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20				

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

Director name		
N/A		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

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

Joanna Doherty (Centre Manager)

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

## Other optional information

N/A

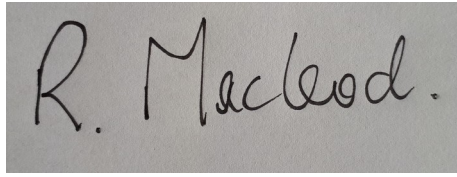


## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

A handwritten signature in black ink on a grey background, reading "R. MacLeod."

Full name(s)

Roderick Ian Neil MacLeod

(Known as Rory)

Position (eg Secretary,  
Chair, etc)

Chair of Trustees

Date

21<sup>st</sup> November 2024



INCOME & EXPENDITURE ACCOUNT

Croydon Refugee Day Centre  
For the year ended 31 March 2024

Account	RESTRICTED, FAMILY SUPPORT PROGRAMME	RESTRICTED, FOOD BANK	RESTRICTED, FOOD VOUCHERS	RESTRICTED, GENERAL	RESTRICTED, HARDSHIP	RESTRICTED, OPERATIONAL & VOLUNTEER COORDINATOR ROLE	RESTRICTED, SCHOOL UNIFORM PROJECT	RESTRICTED, TUESDAY CENTRE	RESTRICTED, WEDNESDAY WELCOME	UNRESTRICTED, GENERAL	Total
<b>Turnover</b>											
Donations - Organisations	0.00	0.00	0.00	0.00	10,297.47	0.00	0.00	0.00	0.00	8,551.66	18,849.13
Grants	7,781.75	3,360.00	3,840.00	10,000.00	1,900.00	18,607.50	2,500.00	2,900.00	7,000.00	5,000.00	62,889.25
Individual Donations	0.00	0.00	0.00	0.00	250.00	0.00	0.00	0.00	0.00	8,825.11	9,075.11
Online Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	991.25	991.25
Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	148.75	148.75
<b>Total Turnover</b>	<b>7,781.75</b>	<b>3,360.00</b>	<b>3,840.00</b>	<b>10,000.00</b>	<b>12,447.47</b>	<b>18,607.50</b>	<b>2,500.00</b>	<b>2,900.00</b>	<b>7,000.00</b>	<b>23,516.77</b>	<b>91,953.49</b>
<b>BFWD FUND BALANCE</b>									<b>2,078.00</b>	<b>25,905.11</b>	<b>27,983.11</b>
<b>Administrative Costs</b>											
Administration & IT	245.00	0.00	0.00	0.00	0.00	521.19	0.00	0.00	766.72	479.88	2,012.77
Audit & Accountancy fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,765.00	1,765.00
Clothes	0.00	0.00	0.00	0.00	2,246.29	0.00	0.00	0.00	0.00	0.00	2,246.29
External Tuition	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	575.00	0.00	575.00
Food	0.00	3,283.40	0.00	97.63	304.21	0.00	0.00	0.00	0.00	2,101.25	5,786.49
Food Vouchers	0.00	0.00	3,840.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,840.00
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	310.91	310.91
Mobiles	45.00	0.00	0.00	0.00	0.00	48.36	0.00	0.00	82.49	61.00	237.85
Pensions Costs	0.00	0.00	0.00	82.05	0.00	121.23	0.00	0.00	0.00	444.64	647.92
Salaries	0.00	0.00	0.00	5,333.35	0.00	5,600.01	0.00	617.05	2,537.47	4,117.68	18,205.56
Sundry	0.00	76.60	0.00	0.00	180.00	0.00	0.00	82.95	1,453.82	379.39	2,172.76
Toiletries	0.00	0.00	0.00	0.00	1,953.39	0.00	0.00	0.00	0.00	120.96	2,074.35
Travel	0.00	0.00	0.00	0.00	404.90	0.00	0.00	0.00	2,162.50	45.00	2,612.40
Use of Space	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	3,000.00	4,500.00
<b>Total Administrative Costs</b>	<b>290.00</b>	<b>3,360.00</b>	<b>3,840.00</b>	<b>5,513.03</b>	<b>5,088.79</b>	<b>6,291.79</b>	<b>0.00</b>	<b>700.00</b>	<b>9,078.00</b>	<b>12,825.69</b>	<b>46,987.30</b>
<b>Operating Profit</b>	<b>7,491.75</b>	<b>0.00</b>	<b>0.00</b>	<b>4,486.97</b>	<b>7,358.68</b>	<b>12,315.71</b>	<b>2,500.00</b>	<b>2,200.00</b>	<b>0.00</b>	<b>36,596.19</b>	<b>72,949.30</b>

<b>UNRESTRICTED BFWD BAL 31 MAR 23</b>		25,905.11
<b>RESTRICTED BFWD BAL 31 MAR 23 (WEDNESDAY WELCOME)</b>		2,078.00
		<b>£</b>
<b>OPENING BANK BALANCE</b>		<b>27,983.11</b>
- RESTRICTED INCOME 23/24	68,436.72	
- UNRESTRICTED INCOME 23/24	23,516.77	
<b>TOTAL INCOME 23/24</b>		<b>91,953.49</b>
- RESTRICTED EXPENDITURE	(34,161.61)	
- UNRESTRICTED EXPENDITURE	(12,825.69)	
<b>TOTAL EXPENDITURE</b>		<b>-46,987.30</b>
<b>CLOSING BANK BALANCE</b>		<b>72,949.30</b>
		<b>£</b>
<b>FUND RECONCILIATION AS AT 31ST MARCH 2024</b>		
<b>C/FWD UNRESTRICTED BAL</b>		36,596.19
<b>C/FWD RESTRICTED BAL</b>		
- TUESDAY CENTRE	2,200.00	
- SCHOOL UNIFORM PROJECT	2,500.00	
- OPERATIONAL & VOLUNTEER COORDINATOR ROLE	12,315.71	
- HARDSHIP	7,358.68	
- RESTRICTED GENERAL	4,486.97	
- FAMILY SUPPORT PROGRAMME	7,491.75	
<b>TOTAL RESTRICTED C/FWD BAL</b>		<b>36,353.11</b>
<b>23/24 FUND BALANCES</b>		<b>72,949.30</b>

FUNDER	FUND	POOL
REEDHAM CHILDRENS'S TRUST	RESTRICTED	FAMILY SUPPORT PROGRAMME
PURLEY FOOD HUB	RESTRICTED	FOOD BANK
REEDHAM CHILDRENS'S TRUST	RESTRICTED	FOOD VOUCHERS
CROYDON COUNCIL A/S SUPPORT FUND	RESTRICTED	GENERAL
LEATHERSELLERS FOUNDATION	UNRESTRICTED	GENERAL
MAURICE FRY TRUST	RESTRICTED	GENERAL
POSTCODE SOCIETY TRUST	RESTRICTED	GENERAL
LONDON CHURCHES REFUGEE FUND	RESTRICTED	HARDSHIP
RED DOOR	RESTRICTED	HARDSHIP
CROYDON RELIEF IN NEED (CRIN)	RESTRICTED	OPERATIONAL & CO ORDINATOR ROLE
N/OF AWARDS FOR ALL	RESTRICTED	OPERATIONAL & CO ORDINATOR ROLE
CHARLES LEWIS FOUNDATION	RESTRICTED	SCHOOL UNIFORM
CROYDON COUNCIL A/S SUPPORT FUND	RESTRICTED	WEDNESDAY WELCOME





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Croydon Refugee Day Centre

On accounts for the year  
ended

31 March 2024

Charity no  
(if any)

1064465

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2024.

Responsibilities and  
basis of report

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 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.

Signed:

Date: 6 November 2024

Name:

Dominique Wells

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

FCA - Institute of Chartered Accountants of England and Wales

Address:

10 Lakeswood Road

Petts Wood

Kent BR5 1BJ



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.**

None.