

SUFFOLK REFUGEE SUPPORT

England & Wales · Charity number 1078794

Details

Other names SUFFOLK REFUGEE SUPPORT FORUM

Status Registered

Legal form Charitable company

Company number [03894990](#)

Registered 2000-01-05

Register [View on the Charity Commission register](#)

Contact

Address 38 St Matthew's Street
Ipswich
Suffolk
IP1 3EP

Phone 01473400786

Email rcrerar@suffolkrefugee.org.uk

Website www.suffolkrefugee.org.uk

Activities

Objects: A) FOR THE RELIEF OF POVERTY OF REFUGEES AND ASYLUM SEEKERS WHO ARE RESIDENT OR WHO ARE INTENDING TO RESIDE IN SUFFOLK BY PROVIDING SUCH PERSON WITH ADVICE, REPRESENTATION, COUNSELLING, TRANSLATING AND INTERPRETING SERVICES AND OTHER ASSISTANCE IN MATTERS SUCH AS ASYLUM AND IMMIGRATION, MONEY, DEBTS, WELFARE, BENEFITS, HOUSING, HEALTH, EDUCATION, TRAINING AND EMPLOYMENTB) FOR THE BENEFIT OF THE INHABITANTS OF SUFFOLK AND INPARTICULAR FOR THE BENEFIT OF THOSE INHABITANTS WHO ARE REFUGEES AND ASYLUM SEEKERS BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES FOR THEIR RECREATION AND OTHER LEISURE-TIME OCCUPATION IN THE INTERESTS OF SOCIAL WELFARE AND WITH THE OBJECT OF IMPROVING THEIR CONDITIONS OF LIFE

Activities: Advice and Advocacy Service for refugees and asylum seekers in Suffolk, including health, employment, housing, education.International Women's GroupESOL and English conversation classesYoung refugees' sports, academic and conversation groupsRefugee Skills Exchange GroupImmigration legal advice surgeryTalks and Publicity re. refugee issues to host population

Classification

- **How:** Makes Grants To Individuals, Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** The Prevention Or Relief Of Poverty, Economic/community Development/employment
- **Who:** People Of A Particular Ethnic Or Racial Origin, Other Defined Groups

Geography

- **Area of benefit:** SUFFOLK
- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£769,465	£806,189	£418,786	31
2024-03-31	£753,092	£870,007	£455,510	32
2023-03-31	£749,000	£705,162	£606,796	32
2022-03-31	£640,935	£520,724	£562,958	19
2021-03-31	£455,051	£378,068	-	-

Trustees

Name	Role	Appointed
Felicity Jane Szesnat	Chair	2021-04-08
Carolyn Eugene Crabb		2025-03-20
Emma Louise Sheppard		2025-03-20
James Dermot Wellesley Wesley		2024-04-18
Lauren Jayne Smith		2026-05-21
Lisa Hilson		2025-05-15
Olena Kushakovska		2023-10-19
Robert Stuart McWhinnie Gordon		2022-10-05

SUFFOLK REFUGEE SUPPORT

England & Wales - Charity number 1078794

Accounts

Company registration number: 03894990

Charity registration number: 1078794

Suffolk Refugee Support

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2025

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Suffolk Refugee Support

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Suffolk Refugee Support

Reference and Administrative Details

Trustees	Felicity Szesnat, Chair of Trustees Gerry Toplis, Vice Chair of Trustees Olena Kushakovska, Honorary Secretary Stuart Gordon, Honorary Treasurer Carolyn Crabb Lisa Hilson Paul Reeves Emma Sheppard James Wellesley Wesley
Senior Management Team	Rebecca Crerar, Charity Manager Ashraf El Husseiny, Advice Service Manager Leah King, Resettlement Programme Manager Jodi Peck, Operations Manager Martin Simmonds, Fundraising and Communications Manager Samantha Vinyard-Jones, Evaluation and Programmes Manager
Charity Registration Number	1078794
Company Registration Number	03894990
Registered Office	38 St Matthews Street Ipswich Suffolk IP1 3EP
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Suffolk Refugee Support

Trustees' Report

The Trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2025.

Trustees and officers

The Trustees and officers serving during the year and since the year end were as follows:

Trustees:	Felicity Szesnat, Chair of Trustees
	Gerry Toplis, Vice Chair of Trustees
	Olena Kushakovska, Honorary Secretary
	Stuart Gordon, Honorary Treasurer
	Carolyn Crabb (appointed 20 March 2025)
	Lisa Hilson (appointed 15 May 2025)
	Paul Reeves
	Emma Sheppard (appointed 20 March 2025)
	James Wellesley Wesley (appointed 18 April 2024)
	Keith Faull (resigned 3 January 2025)

Structure, governance and management

Nature of governing document

The organisation is a charitable company limited by guarantee, incorporated in 1999 and registered as a charity in 2000. The company was established under a Memorandum of Association and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute up to £1.

Recruitment and appointment of Trustees

The Directors of the Company are also charity Trustees for the purposes of charity law. The Trustees are elected by members, with any Trustees co-opted since the previous AGM standing for election each year at the AGM alongside one third of existing Trustees.

The Trustees do not derive any financial benefits from the charity.

Dr Felicity Szesnat was re-elected as the Chair of the Board of Trustees at the first Board meeting following the 2024 Annual General meeting (November 2024), and Gerry Toplis was re-elected Vice-Chair. At the same meeting, Stuart Gordon was re-elected Honorary Treasurer, and Paul Reeves was re-elected Honorary Secretary. Paul Reeves resigned as Honorary Secretary in December 2024, and Olena Kushakovska was elected to replace him. Keith Faull resigned in January 2025, and we would like to thank him for his long service. Since October 2024, three new Trustees have been co-opted by the Board to the Board: Carolyn Crabb, Emma Sheppard, and Lisa Hilson, bringing the total number of Board members to nine.

There are regular Trustee recruitment drives, which balance the frequency of those drives with the expertise required and workload demands.

Suffolk Refugee Support

Trustees' Report

Induction and training of Trustees

Anyone interested in becoming a Trustee must complete an application form and is considered by the full Board for interview. If the Board is content to proceed, a selection panel consisting of at least three Trustees is constituted. If the candidate is successful at interview, they are invited to attend a Board meeting and, if the other Trustees are content, and the candidate remains willing to serve, they are co-opted until the next AGM. At the AGM, members vote to elect co-opted Trustees onto the Board. Trustees are given a formal induction and receive a Trustees' Handbook, which provides a history of the charity, its funding arrangements, its activities, and the responsibilities of Trustees, as well as a copy of the Memorandum and Articles. They are also sign-posted to the Charity Commission's "The Essential Trustee". Newly appointed Trustees are also provided with a mentor – this is one of the more experienced Trustees, who will meet with the new Trustee on a regular basis for as long as is deemed helpful.

Many of the Trustees are already involved in, or become involved in, other voluntary work for SRS, such as meeting and helping the service users and staff.

Suffolk Refugee Support

Trustees' Report

Objectives and activities

Objects and aims

Our charitable objectives require us to provide services to asylum seekers and refugees to support them in the process of having their legal right to protection recognised, and in having access to the same life opportunities as do other people living in the UK. Our activities, taken as a whole, deliver public benefit by supporting vulnerable new arrivals to successfully integrate into the Suffolk community, and lead a life they consider worthwhile.

In April 2024 we moved to using a new client database (Charitylog), which records every client advice contact made. Reports for the year, revealed that SRS helped 1,235 clients between April 2024 and end of March 2025. This was slightly less than 2023-24 but still significantly more than in previous years. This figure does not include family members of the individuals helped. In total we recorded 9,675 contacts with clients over the year, across a vast range of advice subjects – the highest being housing, immigration, employment and education.

Strategic plan and values

SRS is working to its Strategic Plan with the following agreed aims:

- Basic Needs - To address our Clients' fundamental needs including immigration status, housing, education, physical and mental health, employment and personal safety
- Social Well-being - To facilitate and support recreational and leisure-time activities aimed at enhancing our Clients' social well-being and quality of life
- Independence - To support our Clients in transitioning towards independence from SRS' services
- Awareness and Rights - To promote awareness and understanding of our Clients' experience in the community, including advocating, advising, and lobbying to encourage statutory and other bodies to meet their obligations to our Clients
- Client Partnership - To develop our partnership with our Clients to achieve a co-production model of service design, evaluation, and delivery
- Governance - To uphold the effective governance and management of SRS in order to maximise its impact and ensure that its work is informed by 'voices of lived experience'
- Staff - To maintain a workplace that values and supports Staff, enabling them to effectively carry out their roles in a healthy working environment
- Volunteers - To increase and develop Volunteers' contribution to the work of SRS

Alongside these aims are the following organisational values:

- Individuals Matter - each Client is unique and has an intrinsic value and constructive role to play in UK society
- Respect - We are open, welcoming, respectful, and transparent in our dealings with one another and with others
- Self Determination - We direct our efforts towards self-determination and ultimate independence for our Clients
- Client-Centred - We are led by the needs and interests of our Clients and design our services to work holistically to meet these
- Safe Environment - The all-round safety and security of our Clients and everyone who works for and with SRS is of paramount importance
- Keeping Informed - We keep ourselves fully informed and knowledgeable about every sphere of our work.

These aims and operating principles, which the Board reviews and develops on a regular basis, are foundational to shaping SRS' overall action plan for the coming and future years.

Suffolk Refugee Support

Trustees' Report

Objectives, strategies and activities

Demand for SRS's services dropped off slightly with the closure of the asylum hotels at the end of 2023 but increased over 2024 as asylum seekers were housed in additional areas of Suffolk (known as dispersal). Resettlement numbers stayed steady with arrivals mainly from Afghanistan; Ukrainian refugee numbers stayed steady for the year as did the numbers of Unaccompanied Asylum-Seeking Children (UASC) in the county.

Changes to refugee demographic and numbers in Suffolk

Ukrainian refugee numbers in Suffolk stabilised at around 1,100, with around 2/3rds moving from living with a host to living independently. The resettlement programme welcomed and supported eight newly arrived Afghan refugee families, one family from Syria, as well as continuing to support 35 families who had arrived in the previous three years. Alongside these new arrivals, SRS also supported around 160 asylum seeking children who have arrived in the UK without their families. SRS supported 100 asylum seekers housed in 30 home office provided properties in Ipswich and other towns in Suffolk, whilst their asylum case is heard. We also continued to support many clients from the settled population. The top 4 countries of origin of those we supported are, Ukraine, Afghanistan, Iraq and Sudan.

Our activities and services

During 2024-25, we continued to provide the following much-needed services for asylum seekers and refugees in Suffolk:

- An appointment-based advice service, from our town centre office and on location across Suffolk, which provides a huge range of advice areas.
- The advice service also liaises with and advises key statutory and voluntary bodies.
- A stand-alone employment advice service under the same roof as the advice service and on location across Suffolk.
- Resettlement support for integrating refugees who have arrived under the UK Resettlement Schemes including outreach across Suffolk.
- Weekly ESOL (English for Speakers of Other Languages) classes at all levels (leading to a qualification) as well as facilitating attendance at other classes.
- Weekly international Women's Group (with ESOL element) from town centre location and via Zoom.
- Weekly Homework Club and Youth Group for 14 -18-year-old asylum seekers and refugees, who are mainly in the UK without families.
- Weekly football and other sports and fitness sessions for refugees and asylum seekers.
- One to one volunteer support (face to face and via Zoom) for a range of help, particularly ESOL / academic support.
- Weekly sewing group for refugee women.
- Clothing for newly arrived asylum seekers; both new (underwear, socks and basic t-shirt/trousers) and donated (everything else).
- Help with buying essential items such as school uniforms and baby items.
- Help with sourcing donated laptops and baby equipment.
- Help with transport costs to essential appointments.
- School holiday activities for children in refugee families.

Public benefit

The Trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Suffolk Refugee Support

Trustees' Report

Financial review

During 2024/25, costs have been in line with budget, as SRS continues to provide a broad range of services utilising both grants and donations received and contract funding from Suffolk County Council for work with resettled refugees.

The generosity of our funders and the private supporters, who regularly donate towards our work, is really appreciated and makes a world of difference. We thank them for their help and support.

At the end of March 2025, Reserves remain within our policy of retaining around 25% of contract costs and 50% of other running costs (see the reserves policy section below) to allow for confident planning for the subsequent year.

The main risk to SRS is a financial risk around a significant reduction in income, caused by drastically lower funding, grants or donations. Maintaining our Reserves level to stay within our policy would allow a controlled revision to the services offered or an orderly closure of the charity if this occurred.

Our budget grew from £868,000 in 2023-24 to £922,000 in April 2024-25 (revised to £835,000 in November 2024). Much of this was due to a salary review, which sought to bring managers' salaries closer to the sector levels as well as a cost-of-living increase of 5% to all staff, but then staff vacancies and a decision not to replace one post led to the subsequent reduction in planned spend.

The Finance Sub-Committee meets regularly to review our financial position, comparing the costs against internal budgets and forecasts. These reviews provide the Board of Trustees with a strong understanding of our finances, allowing controlled planning on how to proceed in delivering our objectives within our budgetary constraints.

The Board continues to have confidence in the internal controls, which ensure that SRS meets its obligations and ensures the longer-term stability of the charity.

Policy on reserves

Our reserves policy recommends an ideal level of reserves for our contracted work of three months running costs whilst the reserves levels for the rest of our work is six months to ensure that we can financially cover the need to partially or wholly wind down the services should the need arise. Our unrestricted reserves at the end March 2025 stand at £322,483, which is in line with the above policy.

Expected future demand

We expect our future services to be very much in demand. To date, we have a strong fundraising plan to ensure we stay within income levels to deliver our services but need to be vigilant of the risks and plan future cuts if we fall below planned income levels for 2025-26.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Suffolk Refugee Support

Trustees' Report

Statement of Responsibilities

The Trustees (who are also the directors of Suffolk Refugee Support for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the Trustees of the charity on 11/09/2025 and signed on its behalf by:


.....
Felicity Szesnat
Chair of Trustees

Suffolk Refugee Support

Independent Examiner's Report to the Trustees of Suffolk Refugee Support ('the Company')

Independent examiner's report to the Trustees of Suffolk Refugee Support ('the Company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's Trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

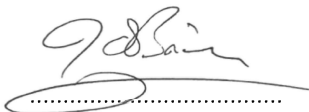
Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member and Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.



John O'Brien MSc, FAIA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 11/09/2025

Suffolk Refugee Support

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2025 £	Total 2024 £
Income and Endowments from:					
Donations and legacies	2	86,008	-	86,008	127,728
Charitable activities	3	8,735	667,038	675,773	624,239
Investment income	5	7,684	-	7,684	1,125
Total income		<u>102,427</u>	<u>667,038</u>	<u>769,465</u>	<u>753,092</u>
Expenditure on:					
Charitable activities	6	<u>(214,143)</u>	<u>(592,046)</u>	<u>(806,189)</u>	<u>(870,007)</u>
Total expenditure		<u>(214,143)</u>	<u>(592,046)</u>	<u>(806,189)</u>	<u>(870,007)</u>
Net (expenditure)/income		<u>(111,716)</u>	<u>74,992</u>	<u>(36,724)</u>	<u>(116,915)</u>
Net movement in funds		(111,716)	74,992	(36,724)	(116,915)
Reconciliation of funds					
Total funds brought forward		<u>434,199</u>	<u>21,311</u>	<u>455,510</u>	<u>572,425</u>
Total funds carried forward	12	<u>322,483</u>	<u>96,303</u>	<u>418,786</u>	<u>455,510</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 12.

The notes on pages 13 to 22 form an integral part of these financial statements.

Suffolk Refugee Support

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period 2023/24 and are included for comparative purposes

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	2	127,728	-	127,728
Charitable activities	3	-	624,239	624,239
Investment income	5	1,125	-	1,125
Total income		<u>128,853</u>	<u>624,239</u>	<u>753,092</u>
Expenditure on:				
Charitable activities	6	<u>(231,971)</u>	<u>(638,036)</u>	<u>(870,007)</u>
Total expenditure		<u>(231,971)</u>	<u>(638,036)</u>	<u>(870,007)</u>
Net expenditure		<u>(103,118)</u>	<u>(13,797)</u>	<u>(116,915)</u>
Net movement in funds		(103,118)	(13,797)	(116,915)
Reconciliation of funds				
Total funds brought forward		<u>537,317</u>	<u>35,108</u>	<u>572,425</u>
Total funds carried forward	12	<u><u>434,199</u></u>	<u><u>21,311</u></u>	<u><u>455,510</u></u>

The notes on pages 13 to 22 form an integral part of these financial statements.

Suffolk Refugee Support
(Registration number: 03894990)
Balance Sheet as at 31 March 2025

	Note	2025 £	2024 £
Current assets			
Debtors	8	3,900	80,000
Cash at bank and in hand	9	<u>422,232</u>	<u>382,415</u>
		426,132	462,415
Creditors: Amounts falling due within one year	10	<u>(7,346)</u>	<u>(6,905)</u>
Net assets		<u>418,786</u>	<u>455,510</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	12	96,303	21,311
Unrestricted income funds			
Unrestricted funds		<u>322,483</u>	<u>434,199</u>
Total funds	12	<u>418,786</u>	<u>455,510</u>

For the financial year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 9 to 22 were approved by the Trustees, and authorised for issue on 11/09/2025, and signed on their behalf by:



Stuart Gordon
Honorary Treasurer

The notes on pages 13 to 22 form an integral part of these financial statements.

Suffolk Refugee Support

Statement of Cash Flows for the Year Ended 31 March 2025

	Note	2025 £	2024 £
Cash flows from operating activities			
Net cash expenditure		(36,724)	(116,915)
Adjustments to cash flows from non-cash items			
Investment income	5	<u>(7,684)</u>	<u>(1,125)</u>
		(44,408)	(118,040)
Working capital adjustments			
Decrease in debtors	8	76,100	11,766
Increase in creditors	10	<u>441</u>	<u>465</u>
Net cash flows from operating activities		32,133	(105,809)
Cash flows from investing activities			
Interest receivable and similar income	5	<u>7,684</u>	<u>1,125</u>
Net increase/(decrease) in cash and cash equivalents		39,817	(104,684)
Cash and cash equivalents at 1 April		<u>382,415</u>	<u>487,099</u>
Cash and cash equivalents at 31 March		<u><u>422,232</u></u>	<u><u>382,415</u></u>
Reconciliation of net cash flow to movement in net funds			
Increase/(decrease) in cash		39,817	(104,684)
Net funds at 1 April 2024		<u>382,415</u>	<u>487,099</u>
Net funds at 31 March 2025		<u><u>422,232</u></u>	<u><u>382,415</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 13 to 22 form an integral part of these financial statements.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Suffolk Refugee Support meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis.

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The Trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets costing over £500 so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the Trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those grants for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

2 Income from donations and legacies

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Donations and legacies;			
Donations from individuals	61,912	61,912	62,862
Legacies	-	-	32,248
Gift aid reclaimed	4,096	4,096	3,433
Grants, including capital grants;			
Grants from other charities	20,000	20,000	25,000
Grants from companies	-	-	4,185
	<u>86,008</u>	<u>86,008</u>	<u>127,728</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Grants & donations	-	667,038	667,038	624,239
Sundry income	8,735	-	8,735	-
	<u>8,735</u>	<u>667,038</u>	<u>675,773</u>	<u>624,239</u>

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Suffolk County Council	-	273,854	273,854
National Lottery Community Fund	-	120,000	120,000
Garfield Weston	-	45,000	45,000
Tudor Trust	-	36,667	36,667
EON (via Local Government East)	-	35,634	35,634
LD Rope Trust	20,000	8,000	28,000
Suffolk Police and Crime Commissioner (via SCF)	-	20,000	20,000
Ipswich Borough Council	-	18,739	18,739
Cancer Community Partnership Fund (via SCF)	-	17,780	17,780
Mulberry Trust	-	12,500	12,500
Sport England	-	10,668	10,668
Household Support Fund (via SCF)	-	10,000	10,000
People Health Trust	-	9,046	9,046
French Huguenot Church	-	6,000	6,000
Lovel Foundation	-	6,000	6,000
Community Voices in Health Research (via SCF)	-	5,000	5,000
Frank Jackson Fund (via SCF)	-	5,000	5,000
Anonymous	5,000	-	5,000
Ipswich Health and Wellbeing Fund	-	4,950	4,950
Energy Saving Trust	-	4,347	4,347
Gift Aid	4,096	-	4,096
Annie Tranmer Charitable Trust	-	3,000	3,000
Suffolk Giving Fund (via SCF)	-	3,000	3,000
Wider Horizons Grant Making Programme (via SCF)	-	2,800	2,800
Co-op Community Cares (via SCF)	-	2,500	2,500
Maurken Fund (via SCF)	-	2,491	2,491
Pear family (via SCF)	-	2,062	2,062
RJB Grantmaking Fund (via SCF)	-	2,000	2,000
Donations from individuals	56,912	-	56,912
	<u>86,008</u>	<u>667,038</u>	<u>753,046</u>

Note

SCF stands for Suffolk Community Foundation.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

5 Investment income

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Interest receivable and similar income;			
Interest receivable on bank deposits	7,684	7,684	1,125

6 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Anniversary events	1,384	-	1,384	-
Bank charges	509	-	509	-
Client destitution & travel	3,923	2,500	6,423	6,368
Client (other support)	9,084	-	9,084	43,899
Communications	3,948	2,250	6,198	4,644
English tuition	2,909	500	3,409	2,778
General trips	-	513	513	-
Health activities	-	-	-	1,072
Insurance	804	-	804	2,401
IT equipment & database	1,670	-	1,670	16,697
IT support	6,832	-	6,832	3,550
Legal & professional fees	6,491	-	6,491	5,833
Office supplies	7,341	500	7,841	2,030
Premises costs	10,412	14,411	24,823	32,410
Printing & copying	1,564	-	1,564	2,609
Publicity	1,655	250	1,905	1,072
Recruitment	279	1,000	1,279	1,075
Resettlement support	1,966	3,850	5,816	13,548
Salaries, NI & pensions	135,124	556,314	691,438	698,165
Skills exchange	1,093	500	1,593	3,515
Sports & Health workshops	2,149	1,000	3,149	2,989
Staff & volunteer travel	1,536	2,100	3,636	2,164
Subscriptions	-	-	-	49
Training & supervision	5,174	-	5,174	4,598
Translations	107	500	607	3,463
Volunteer costs	2,592	1,000	3,592	4,420
Women's group	4,509	1,000	5,509	5,174
Young People group and trips	1,088	3,858	4,946	5,484
	214,143	592,046	806,189	870,007

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

7 Staff costs

The aggregate payroll costs were as follows:

	2025 £	2024 £
Staff costs during the year were:		
Wages and salaries	625,487	644,056
Social security costs	44,359	34,161
Pension costs	21,592	19,948
	<u>691,438</u>	<u>698,165</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2025 No	2024 No
Average number of employees	<u>31</u>	<u>32</u>

21 (2024 - 19) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £21,592 (2024 - £19,948).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £43,926 (2024 - £36,404).

8 Debtors

	2025 £	2024 £
Prepayments	3,900	-
Other debtors	<u>-</u>	<u>80,000</u>
	<u>3,900</u>	<u>80,000</u>

9 Cash and cash equivalents

	2025 £	2024 £
Cash on hand	554	1,291
Cash at bank	<u>421,678</u>	<u>381,124</u>
	<u>422,232</u>	<u>382,415</u>

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

10 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	2,263	6,905
Other creditors	3,481	-
Accruals	1,602	-
	<u>7,346</u>	<u>6,905</u>

11 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the Trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

12 Funds

	Balance at 1 April 2024 £	Incoming resources £	Resources expended £	Balance at 31 March 2025 £
Unrestricted funds				
<i>General</i>				
General fund	434,199	102,427	(214,143)	322,483
Restricted funds				
Advice Work	-	321,619	(257,623)	63,996
Digital Inclusion	-	15,263	(6,360)	8,903
EON	-	35,634	(35,634)	-
Health & Sport Activities	-	49,935	(26,531)	23,404
Housing, Energy & Household Support	-	17,347	(17,347)	-
Resettlement Work	-	155,588	(155,588)	-
Ukraine Fund	-	60,000	(60,000)	-
Youth Activities	21,311	11,653	(32,964)	-
Total restricted funds	<u>21,311</u>	<u>667,039</u>	<u>(592,047)</u>	<u>96,303</u>
Total funds	<u>455,510</u>	<u>769,466</u>	<u>(806,190)</u>	<u>418,786</u>

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
<i>General</i>				
General fund	537,317	128,853	(231,971)	434,199
Restricted				
Advice Work	3,750	266,457	(270,207)	-
BBO	-	2,601	(2,601)	-
Health & Sport Activities	-	2,500	(2,500)	-
Housing Advice	9,258	11,153	(20,411)	-
Hotels work	15,000	50,616	(65,616)	-
Resettlement Work	-	161,267	(161,267)	-
Ukraine Fund	-	73,500	(73,500)	-
Youth Activities	7,100	56,145	(41,934)	21,311
Total restricted funds	<u>35,108</u>	<u>624,239</u>	<u>(638,036)</u>	<u>21,311</u>
Total funds	<u><u>572,425</u></u>	<u><u>753,092</u></u>	<u><u>(870,007)</u></u>	<u><u>455,510</u></u>

The specific purposes for which the funds are to be applied are as follows:

Advice work - a wide range of advice and guidance for refugees and asylum seekers, from financial wellbeing to accessing immigration legal advice.

Digital inclusion - improve ability to access online services.

EON - employment opportunities for overseas nationals.

Health & sport - health and wellbeing advice and sports activities.

Housing, energy & household support - a range of advice and guidance on housing options and issues, including move on advice for newly recognised refugees.

Resettlement - specialist casework for refugee families resettled to Suffolk under UK government schemes.

Ukraine - advice and guidance for Ukrainian refugees in Suffolk under UK government schemes.

Youth work - advice, activities and educational support for young refugees and asylum seekers.

Last year there were the following restricted funds:

BBO - promoting employability and social inclusion through the Building Better Opportunities Fund.

Hotels work - advice and guidance for asylum seekers placed in asylum contingency hotels.

Housing work - a range of advice and guidance on housing options and issues, including move on advice for newly recognised refugees.

Unrestricted Funds

This year, we have provided a breakdown of Unrestricted Funds to distinguish unrestricted funds, which are designated to be spent beyond March 31st 2025, but with a time restriction, from those with no time restriction.

Our funders require time restricted funds to be spent within an agreed time frame and these are, therefore, not truly unrestricted.

Any remaining unrestricted funds are shown as "General charitable funds" which are to be used to meet the Charity's aims. These are not time limited and are therefore considered to be unrestricted reserves.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

13 Analysis of net assets between funds

	Unrestricted		2025
	General £	Restricted £	Total funds £
Current assets	329,829	96,303	426,132
Current liabilities	(7,346)	-	(7,346)
Total net assets	<u>322,483</u>	<u>96,303</u>	<u>418,786</u>

	Unrestricted		2024
	General £	Restricted £	Total funds £
Current assets	441,104	21,311	462,415
Current liabilities	(6,905)	-	(6,905)
Total net assets	<u>434,199</u>	<u>21,311</u>	<u>455,510</u>

14 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2025 £	2024 £
Independent examination	1,335	1,280
	<u>1,335</u>	<u>1,280</u>

15 Taxation

The charity is a registered charity and is therefore exempt from taxation.

16 Trustees remuneration and expenses

No Trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No Trustees have received any reimbursed expenses or any other benefits from the charity during the year.

17 Related party transactions

There were no related party transactions in the year.

SUFFOLK REFUGEE SUPPORT

England & Wales - Charity number 1078794

Accounts

Company registration number: 03894990

Charity registration number: 1078794

Suffolk Refugee Support

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2024

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Suffolk Refugee Support

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Suffolk Refugee Support

Reference and Administrative Details

Trustees	Felicity Szesnat, Chair of Trustees Gerry Toplis Keith Faull Stuart Gordon, Honorary Treasurer Paul Reeves Olena Kushakovska James Wellesley Wesley
Senior Management Team	Rebecca Crerar, Charity Manager
Charity Registration Number	1078794
Company Registration Number	03894990
Registered Office	38 St Matthews Street Ipswich Suffolk IP1 3EP
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Suffolk Refugee Support

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2024.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Felicity Szesnat, Chair of Trustees
	Gerry Toplis
	Keith Faull
	Stuart Gordon, Honorary Treasurer
	Paul Reeves
	Olena Kushakovska (appointed 19 October 2023)
	James Wellesley Wesley (appointed 18 April 2024)
	William Atkins (resigned 26 September 2023)
	Amelia Whitworth (resigned 26 September 2023)
	Mary Engleheart (resigned 20 July 2023)

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 7/10/1999 and most recently amended 11/10/2012. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

The Directors of the Company are also charity Trustees for the purposes of charity law. The Trustees are elected by members, with a third of the Board required to stand for re-election each year at the AGM.

The Trustees do not derive any financial benefits from the charity.

Dr Felicity Szesnat was re-elected as the Chair of the Board of Trustees in October 2023, and Gerry Toplis was re-elected Vice-Chair. At the same meeting, Stuart Gordon was elected Honorary Treasurer, and Paul Reeves was elected Honorary Secretary. The Board would like to thank the out-going Honorary Treasurer, Keith Faull, for his work in this role. Since October 2023, two new Trustees have been co-opted by the Board to the Board: Olena Kushakovska and James Wellesley Wesley, bringing the total number of Board members to seven.

There are regular Trustee recruitment drives, which balance the frequency of those drives with the expertise required and workload demands.

Suffolk Refugee Support

Trustees' Report

Induction and training of trustees

Anyone interested in becoming a Trustee must complete an application form and is considered by the full Board for interview. If the Board is content to proceed, a selection panel consisting of at least three Trustees is constituted. If the candidate is successful at interview, they are invited to attend a Board meeting and, if the other Trustees are content, and the candidate remains willing to serve, they are co-opted until the next AGM. At the AGM, members vote to elect co-opted Trustees onto the Board. Trustees are given a formal induction and receive a Trustees' Handbook, which provides a history of the charity, its funding arrangements, its activities, and the responsibilities of Trustees, as well as a copy of the Memorandum and Articles. They are also sign-posted to the Charity Commission's "The Essential Trustee". Newly appointed Trustees are also provided with a mentor – this is one of the more experienced Trustees, who will meet with the new Trustee on a regular basis for as long as is deemed helpful.

Many of the Trustees are already involved in, or become involved in, other voluntary work for SRS, such as meeting and helping the service users and staff.

Objectives and activities

Objects and aims

Our charitable objectives require us to provide services to asylum seekers and refugees to support them in the process of having their legal right to protection recognised, and in having access to the same life opportunities as do other people living in the UK. Our activities, taken as a whole, deliver public benefit by supporting vulnerable new arrivals to successfully integrate into the Suffolk community, and lead a life they consider worthwhile.

Our client database, which records every client advice contact made, revealed that SRS helped a record 1,537 clients between April 2023 and end of March 2024. This was consistent with the previous year and was double the number for 2021-22. This figure does not include family members of the individuals helped.

SRS is working to a Strategic Plan, which includes a new seventh strategic aim introduced this year: To ensure that SRS is an organisation that values its people and enables them to effectively carry out their role.

Alongside these aims are the following operating principles:

- We are driven by a recognition that each person is unique, that every individual has intrinsic value and has a constructive role to play in UK society.
- We are always open, friendly, and welcoming.
- We are respectful, reliable, honest and transparent in all our dealings with one another and with others.
- We direct all of our efforts towards self-determination and ultimate independence for our clients.
- Our work is always led by the needs and interests of our clients.
- At all times we work in ways that ensure the all-round safety and security of our clients and everyone who works for SRS.
- We always work to the highest standards, keeping ourselves fully informed and knowledgeable about every sphere of our work.

These aims and operating principles, which the Board reviews and develops on a regular basis, are foundational to shaping SRS' overall action plan for the coming and future years.

Suffolk Refugee Support

Trustees' Report

Objectives, strategies and activities

Changes to refugee demographic and numbers in Suffolk

2023-24 marked a time of even more change for SRS, as the 400 asylum seekers accommodated in two local “contingency hotels” were moved to housing elsewhere in the country towards the end of the year. Quite a few received Leave to Remain when the hotels scheme ended, leaving them struggling to find places to live. SRS advocated strongly for several families, with children in GCSE years, to be permitted to remain in Ipswich to avoid disruption to their education.

Ukrainian refugee numbers in Suffolk stabilised at around 1,100, with around 500 living with hosts and the others moving into independent living. The resettlement programme welcomed and supported ten newly arrived Afghan refugee families, one family from Syria, as well as continuing to support 22 families who had arrived in the previous three years. Alongside these new arrivals, SRS also supported around 100 young asylum seekers (without families in the UK), families awaiting asylum decisions in 12 Home Office provided properties in Ipswich, and an estimated 2,500 refugee clients with Leave to Remain who are living in Suffolk.

Our activities and services

During 2023-24, we continued to provide the following much-needed services for asylum seekers and refugees in Suffolk:

- An appointment-based advice service, from our town centre office, which provides a huge range of advice areas.
- The advice service also liaises with and advises key statutory and voluntary bodies.
- Outreach advice service to the asylum contingency hotels.
- A stand-alone employment advice service under the same roof as the advice service and on location across Suffolk.
- Resettlement support for integrating refugees who have arrived under the UK Resettlement Schemes including outreach across Suffolk.
- Weekly ESOL (English for Speakers of Other Languages) classes at all levels (leading to a qualification), both from a town centre location and classes in both asylum hotels.
- Weekly international Women’s Group (with ESOL element) from town centre location and via Zoom.
- Weekly Homework Club and Youth Group for 14 -18-year-old asylum seekers and refugees, who are mainly in the UK without families.
- Weekly football and other sports and fitness sessions for refugees and asylum seekers.
- One to one volunteer support (face to face and via Zoom) for a range of help, particularly ESOL / academic support.
- Weekly sewing group for refugee women.
- Clothing for newly arrived asylum seekers; both new (underwear, socks and basic t-shirt/trousers) and donated (everything else).
- Help with buying essential items such as school uniforms and baby items.
- Help with sourcing donated laptops and baby equipment.
- Help with transport costs to essential appointments.
- School holiday activities for children in refugee families.

This year clients came from 51 different countries (a rise of two from last year) with the largest numbers coming from Ukraine, Afghanistan, and Iraq (as per last year).

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Suffolk Refugee Support

Trustees' Report

Financial review

In the year, SRS provided a broad range of services, utilising both grants and donations received. We also continued to receive contract funding from Suffolk County Council for working with resettled refugees. Costs have continued in line with budget and we are extremely appreciative of our funders and the numerous private supporters who have regularly donated towards our work. We thank them for their help and support.

At the March 2024 year-end, Reserves remain within our policy of retaining around 50% of running costs (see the reserves policy section below) to allow for confident planning for the subsequent year.

Our budget has grown from £739,000 in 2022-23 to £870,000 in 2023-24. Much of this was the result of increased funding for Ukraine work which included two new members of staff; the introduction of a paid receptionist (late 2022) and a trainee Advice Worker in June 2023. A cost of living pay increase of 6% paid to all staff and £20,000 budgeted to cover the costs of replacing our client database with a Charity Log system (that went live on 1st April 2024) also contributed to the rise in the 2023-24 budget.

The Finance Sub-Committee meets regularly to review our financial position, comparing the costs against internal budgets and forecasts. These reviews provide the Board of Trustees with a strong understanding of our finances, allowing controlled planning on how to proceed in delivering our objectives within our budgetary constraints.

The Board continues to have confidence in the internal controls, which ensure that SRS meets its obligations and ensures the longer-term stability of the charity.

Restatement of prior year. In the prior year an incorrect entry was raised at the year end. This entry was later voided but this was after the creation of the prior year accounts. Due to this, the prior year Cash and Bank was overstated by £34,371 and Expenses were understated by £34,371. The prior year balances have been corrected to reflect the correct position.

Policy on reserves

We have adjusted our Reserves Policy during the year to account for the reduced need to retain six months running costs from the income received from contracts. We agreed to reduce the level of reserves for the contracted work to three months running costs whilst keeping the reserves levels for the rest of our work to ensure that we can continue to deliver our services for six months. We are confident that this action will continue to deliver a balance for the orderly and full winding down of some or all commitments if necessary. The Trustees have taken a strategic decision to use some of the restricted reserves in order to maintain continuity of services in an uncertain environment. Our unrestricted reserves at the end March 2024 stand at £434,199 which is in line with the above policy.

Plans for future periods

Aims and key objectives for future periods

We expect our future services to be very much in demand. To date, we are on track to remain financially secure for the current year (2024-5) and are now focussing on the task of securing funding for 2025-26 at current levels.

Suffolk Refugee Support

Trustees' Report

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Statement of Responsibilities

The trustees (who are also the directors of Suffolk Refugee Support for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on 01/09/2024 and signed on its behalf by:


.....
Felicity Szesnat
Chair of Trustees

Suffolk Refugee Support

Independent Examiner's Report to the trustees of Suffolk Refugee Support ('the Company')

Independent examiner's report to the trustees of Suffolk Refugee Support ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

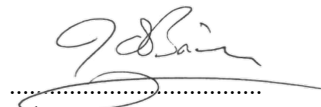
Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member and Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.



John O'Brien MSc, FAIA, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

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Nottingham
NG1 5GL

Date: 02/09/2024

Suffolk Refugee Support

Statement of Financial Activities for the Year Ended 31 March 2024 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £ (As restated)
Income and Endowments from:					
Donations and legacies	2	127,728	-	127,728	129,849
Charitable activities	3	-	624,239	624,239	619,151
Investment income	5	1,125	-	1,125	-
Total income		<u>128,853</u>	<u>624,239</u>	<u>753,092</u>	<u>749,000</u>
Expenditure on:					
Charitable activities	6	<u>(231,971)</u>	<u>(638,036)</u>	<u>(870,007)</u>	<u>(739,533)</u>
Total expenditure		<u>(231,971)</u>	<u>(638,036)</u>	<u>(870,007)</u>	<u>(739,533)</u>
Net (expenditure)/income		<u>(103,118)</u>	<u>(13,797)</u>	<u>(116,915)</u>	<u>9,467</u>
Net movement in funds		(103,118)	(13,797)	(116,915)	9,467
Reconciliation of funds					
Total funds brought forward		<u>537,317</u>	<u>35,108</u>	<u>572,425</u>	<u>562,958</u>
Total funds carried forward	12	<u>434,199</u>	<u>21,311</u>	<u>455,510</u>	<u>572,425</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 12.

The notes on pages 12 to 21 form an integral part of these financial statements.

Suffolk Refugee Support

Statement of Financial Activities for the Year Ended 31 March 2024 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period 2022/23 and are included for comparative purposes

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £ (As restated)
Income and Endowments from:				
Donations and legacies	2	129,849	-	129,849
Charitable activities	3	2,761	616,390	619,151
Total income		132,610	616,390	749,000
Expenditure on:				
Charitable activities	6	(63,093)	(676,440)	(739,533)
Total expenditure		(63,093)	(676,440)	(739,533)
Net income/(expenditure)		69,517	(60,050)	9,467
Net movement in funds		69,517	(60,050)	9,467
Reconciliation of funds				
Total funds brought forward		467,800	95,158	562,958
Total funds carried forward	12	537,317	35,108	572,425

The notes on pages 12 to 21 form an integral part of these financial statements.

Suffolk Refugee Support

(Registration number: 03894990)
Balance Sheet as at 31 March 2024

	Note	2024 £	2023 £ (As restated)
Current assets			
Debtors	8	80,000	91,766
Cash at bank and in hand	9	<u>382,415</u>	<u>487,099</u>
		462,415	578,865
Creditors: Amounts falling due within one year	10	<u>(6,905)</u>	<u>(6,440)</u>
Net assets		<u>455,510</u>	<u>572,425</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	12	21,311	35,108
Unrestricted income funds			
Unrestricted funds		<u>434,199</u>	<u>537,317</u>
Total funds	12	<u>455,510</u>	<u>572,425</u>

For the financial year ending 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 8 to 21 were approved by the trustees, and authorised for issue on 01/09/2024 and signed on their behalf by:


.....
Stuart Gordon
Honorary Treasurer

The notes on pages 12 to 21 form an integral part of these financial statements.

Suffolk Refugee Support

Statement of Cash Flows for the Year Ended 31 March 2024

	Note	2024 £	(As restated) 2023 £
Cash flows from operating activities			
Net cash (expenditure)/income		(116,915)	9,467
Adjustments to cash flows from non-cash items			
Investment income	5	<u>(1,125)</u>	<u>-</u>
		(118,040)	9,467
Working capital adjustments			
Decrease in debtors	8	11,766	48,161
Increase/(decrease) in creditors	10	<u>465</u>	<u>(43,933)</u>
Net cash flows from operating activities		(105,809)	13,695
Cash flows from investing activities			
Interest receivable and similar income	5	<u>1,125</u>	<u>-</u>
Net (decrease)/increase in cash and cash equivalents		(104,684)	13,695
Cash and cash equivalents at 1 April		<u>487,099</u>	<u>473,404</u>
Cash and cash equivalents at 31 March		<u><u>382,415</u></u>	<u><u>487,099</u></u>
Reconciliation of net cash flow to movement in net funds			
(Decrease)/increase in cash		(104,684)	13,695
Net funds at 1 April 2023		<u>487,099</u>	<u>473,404</u>
Net funds at 31 March 2024		<u><u>382,415</u></u>	<u><u>487,099</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 12 to 21 form an integral part of these financial statements.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2024

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Suffolk Refugee Support meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2024

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets costing over £500 so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class

Furniture & equipment

Depreciation method and rate

20% straight line

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2024

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those grants for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2024

2 Income from donations and legacies

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Donations and legacies;			
Donations from individuals	62,862	62,862	42,319
Legacies	32,248	32,248	-
Gift aid reclaimed	3,433	3,433	-
Grants, including capital grants;			
Government grants	-	-	2,500
Grants from other charities	25,000	25,000	85,030
Grants from companies	4,185	4,185	-
	127,728	127,728	129,849

3 Income from charitable activities

	Restricted funds £	Total 2024 £	Total 2023 £
Grants & donations	624,239	624,239	616,390
Fees	-	-	2,761
	624,239	624,239	619,151

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Suffolk County Council	-	274,044	274,044
National Lottery Community Fund	-	120,000	120,000
Donations from individuals	62,863	7,604	70,467
Garfield Weston	-	40,000	40,000
Suffolk Community Foundation	-	826	826
BBC Children in Need	-	28,863	28,863
Ipswich Borough Council	-	27,500	27,500
LD Rope Trust	20,000	5,000	25,000
Asylum Migration and Integration Funding (via EELGA)	-	20,883	20,883
Suffolk Police and Crime Commissioner (via SCF)	-	20,000	20,000
Tudor Trust	20,000	-	20,000
Limbourne Trust	-	15,000	15,000

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2024

	Unrestricted funds £	Restricted funds £	Total £
Estate of M Cartwright	12,248	-	12,248
Mulberry Trust	-	6,856	6,856
Lovel Foundation	-	12,000	12,000
French Huguenot Church	-	6,000	6,000
High Sheriff Award	4,000	-	4,000
Community Ambition fund	-	3,434	3,434
Gift Aid	3,433	-	3,433
Building Better Opportunities Fund	-	2,601	2,601
Unity Schools	2,040	-	2,040
Culford School	1,144	-	1,144
PA Consulting	1,000	-	1,000
Surviving Winter Fund (via SCF)	1,000	-	1,000
Colchester & Ipswich Museums	-	300	300
Maurken Fund (via SCF)	-	3,500	3,500
Pear family (via SCF)	-	16,153	16,153
Hill family (via SCF)	-	2,000	2,000
Household Support Fund (via SCF)	-	10,000	10,000
Port Community Fund (via SCF)	-	1,000	1,000
Wellesley - Wesley (via SCF)	-	675	675
	<u>127,728</u>	<u>624,239</u>	<u>751,967</u>

5 Investment income

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Interest receivable and similar income;			
Interest receivable on bank deposits	<u>1,125</u>	<u>1,125</u>	<u>-</u>

6 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Communications	2,614	2,030	4,644	9,204
Insurance	2,401	-	2,401	-
IT support & data base	3,550	-	3,550	11,511
Legal & professional fees	5,833	-	5,833	8,815

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2024

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Office supplies	2,030	-	2,030	3,959
Printing & copying	2,609	-	2,609	3,566
Subscriptions	49	-	49	794
Client destitution & travel	1,368	5,000	6,368	12,734
Client IT	-	-	-	2,640
Client (other support)	43,899	-	43,899	31,859
English tuition	2,778	-	2,778	524
Health activities	-	1,072	1,072	447
Publicity	1,072	-	1,072	-
Sports & Health workshops	1,489	1,500	2,989	2,252
Resettlement support	13,548	-	13,548	4,437
Skills exchange	3,215	300	3,515	1,866
Staff & volunteer expenses	2,164	-	2,164	1,190
Translations	3,463	-	3,463	7,669
Volunteer costs	4,420	-	4,420	382
IT Office equipment & database	16,697	-	16,697	-
Sundry expenses	-	-	-	4,485
Premises costs	25,928	6,482	32,410	10,827
Salaries & pensions	85,797	612,368	698,165	604,403
Recruitment	1,075	-	1,075	999
Training & supervision	4,598	-	4,598	3,590
Women's group	1,374	3,800	5,174	5,891
Young People group and trips	-	5,484	5,484	5,489
	231,971	638,036	870,007	739,533

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2024

7 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £ (As restated)
Staff costs during the year were:		
Wages and salaries	644,056	541,956
Social security costs	34,161	37,795
Pension costs	19,948	24,652
	<u>698,165</u>	<u>604,403</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2024 No	2023 No
Average number of employees	<u>32</u>	<u>32</u>

19 (2023 - 19) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £19,948 (2023 - £24,652).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £36,404 (2023 - £34,470).

8 Debtors

	2024 £	2023 £
Other debtors	<u>80,000</u>	<u>91,766</u>

9 Cash and cash equivalents

	2024 £	2023 £ (As restated)
Cash on hand	1,291	813
Cash at bank	<u>381,124</u>	<u>486,286</u>
	<u>382,415</u>	<u>487,099</u>

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2024

10 Creditors: amounts falling due within one year

	2024 £	2023 £ (As restated)
Trade creditors	6,905	1,947
Other creditors	-	4,493
	<u>6,905</u>	<u>6,440</u>

11 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

12 Funds

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
<i>General</i>				
General fund	537,317	128,853	(231,971)	434,199
Restricted funds				
Resettlement Work	-	161,267	(161,267)	-
BBO	-	2,601	(2,601)	-
Health Activities	-	2,500	(2,500)	-
Ukraine Fund	-	73,500	(73,500)	-
Youth Activities	7,100	56,145	(41,934)	21,311
Housing Advice	9,258	11,153	(20,411)	-
Advice Work	3,750	266,457	(270,207)	-
Hotels	15,000	50,616	(65,616)	-
Total restricted funds	<u>35,108</u>	<u>624,239</u>	<u>(638,036)</u>	<u>21,311</u>
Total funds	<u>572,425</u>	<u>753,092</u>	<u>(870,007)</u>	<u>455,510</u>

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2024

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
<i>General</i>				
General fund	467,800	460,396	(390,879)	537,317
Restricted				
Resettlement Work	-	327,786	(327,786)	-
Health Activities	10,000	-	(10,000)	-
Ukraine Fund	1,000	27,500	(28,500)	-
Youth Activities	12,000	28,902	(33,802)	7,100
Housing Advice	31,491	-	(22,233)	9,258
Employment Support	20,000	55,662	(75,662)	-
Womens Groups	3,500	-	(3,500)	-
Advice Work	17,167	99,203	(112,620)	3,750
Hotels	-	77,336	(62,336)	15,000
Total restricted funds	<u>95,158</u>	<u>616,389</u>	<u>(676,439)</u>	<u>35,108</u>
Total funds	<u><u>562,958</u></u>	<u><u>1,076,785</u></u>	<u><u>(1,067,318)</u></u>	<u><u>572,425</u></u>

The specific purposes for which the funds are to be applied are as follows:

Resettlement - specialist casework for refugee families resettled to Suffolk under UK government schemes.

BBO - promoting employability and social inclusion through the Building Better Opportunities Fund.

Health - health and wellbeing advice, information and activities.

Ukraine - advice and guidance for Ukrainian refugees in Suffolk under UK government schemes.

Youth work - advice, activities and educational support for young refugees and asylum seekers.

Housing work - a range of advice and guidance on housing options and issues, including move on advice for newly recognised refugees.

Advice work - a wide range of advice and guidance for refugees and asylum seekers, from financial wellbeing to accessing immigration legal advice.

Hotels work - advice and guidance for asylum seekers placed in asylum contingency hotels.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2024

13 Analysis of net assets between funds

	Unrestricted		2024
	General	Restricted	Total funds
	£	£	£
Current assets	441,104	21,311	462,415
Current liabilities	(6,905)	-	(6,905)
Total net assets	434,199	21,311	455,510

	Unrestricted		2023
	General	Restricted	Total funds
	£	£	£
Current assets	543,757	35,108	578,865
Current liabilities	(6,440)	-	(6,440)
Total net assets	537,317	35,108	572,425

14 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2024	2023
	£	£
Independent examination	1,280	1,155
	1,280	1,155

15 Taxation

The charity is a registered charity and is therefore exempt from taxation.

16 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

17 Related party transactions

There were no related party transactions in the year.

SUFFOLK REFUGEE SUPPORT

England & Wales - Charity number 1078794

Accounts

Company registration number: 03894990

Charity registration number: 1078794

Suffolk Refugee Support

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2023

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Suffolk Refugee Support

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Suffolk Refugee Support

Reference and Administrative Details

Trustees	Gerry Toplis Felicity Szesnat Keith Faull William Atkins Amelia Whitworth Stuart Gordon Paul Reeves
Senior Management Team	Rebecca Crerar, Charity Manager
Charity Registration Number	1078794
Company Registration Number	03894990
Registered Office	38 St Matthews Street Ipswich Suffolk IP1 3EP
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Suffolk Refugee Support

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2023.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Gerry Toplis
	Felicity Szesnat
	Keith Faull
	Mary Engleheart (resigned 20 July 2023)
	William Atkins
	Amelia Whitworth
	Christina Sweet-Escott (resigned 1 March 2023)
	Kevin Clements (resigned 4 April 2022)
	Gregory Dodds (resigned 5 October 2022)
	Stuart Gordon (appointed 5 October 2022)
	Paul Reeves (appointed 5 October 2022)

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 7/10/1999 and most recently amended 11/10/2012. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

The directors of the company are also charity trustees for the purposes of charity law. One third of all trustees must be re-elected at the Annual General Meeting.

The trustees received no benefits from the charity.

The position of Chair of the Board changed in 2022, with Dr Felicity Szesnat taking over from Gerry Toplis in July 2022, Mr Toplis having led the Trustees through this period of rapid change and rising demand with energy and professionalism.

Six Trustees were voted onto the Board at the AGM in October 2022: three were re-elected, and three were voted onto the Board for the first time. This meant that there were nine Trustees in total from October 2022.

There are regular recruitment drives with a view to increasing this number to ten: the Board feels that this is the ideal number of members given responsibilities and workload, although the Articles of Association permit a maximum of 12 members.

Suffolk Refugee Support

Trustees' Report

Induction and training of trustees

Interested potential trustees complete an application form and are considered for interview. Successful potential new trustees then attend a Board meeting and, if the other trustees feel it appropriate, and they themselves remain willing, they are co-opted until the next AGM. They are given a formal induction and receive a Trustees Handbook, which gives a history of the charity, its funding arrangements, its activities, and the responsibilities of trustees, as well as a copy of the Memorandum and Articles. They are sign-posted to the Charity Commission's "The essential trustee".

Many of the trustees are already, or become, volunteers with the charity, meeting and helping the service users and staff.

Objectives and activities

Objects and aims

Our charitable objectives require us to provide services to asylum seekers and refugees to support them in the process of having their legal right to protection recognised, and in having access to the same life opportunities as do other people living in the UK. Our activities, taken as a whole, deliver public benefit by supporting vulnerable new arrivals to successfully integrate into the Suffolk community, and lead a life they consider worthwhile.

Our client database, which records every advice contact made with clients, revealed that SRS helped a record 1,505 clients in 2022/23. This is double the number of the previous year, and reflects the huge increase in demand for our services in Suffolk. In addition, this figure does not include family members of the individuals helped.

The Strategic Aims of Suffolk Refugee Support are:

1. To ensure that refugees' & asylum seekers' basic needs for immigration status, housing, literacy, education, physical and mental health, employment and personal safety are met.
2. To work in ways that lead SRS' clients into independence from SRS services.
3. Through advocacy, lobbying and other means, ensure that statutory and other bodies meet their obligations to asylum seekers and refugees.
4. To continue to mobilise volunteers' involvement in supporting the work of SRS, and further develop the volunteering contribution to the organisation.
5. To continue to raise awareness and promote understanding of the refugee experience in the community.
6. To ensure that Suffolk Refugee Support is effectively governed, led, managed and funded in order to maximise its impact, and that its work is informed by 'voices of lived experience'.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Suffolk Refugee Support

Trustees' Report

Achievements and performance

2022-23 has seen the greatest change in Suffolk Refugee Support's (SRS) 23-year history. The organisation has been required to grow rapidly in response to the Afghan Resettlement Schemes (ARAP & ACRS), the war in the Ukraine (which has brought over 1,200 Ukrainians to Suffolk under the Homes for Ukraine and Ukraine Families' Schemes), and the accommodation by the Home Office of 400 newly arrived asylum seekers in two local "contingency" hotels. This has led to an increase in the number of SRS staff members from 22 in 2021-22 to 32 in 2022-23. The overall budget for the year increased by 21% as a result, in the main due to salary costs. In addition, the increases in the cost-of-living also impacted the organisation's expenditure in most areas.

Changes to refugee demographic and numbers in Suffolk

There are two asylum hotels in the Ipswich area housing 400 clients, all of whom have made an application for asylum in the UK. Many clients are very lost and vulnerable, after traumatic journeys on small boats to the UK, and there are families, as well as singles, living in the hotels. For many months people, housed in the hotels, have received little contact with the Home Office and are experiencing downward spiralling mental health issues. More recently the Home Office has moved some of these people out of hotels and into "dispersal" housing (believed to be the step before a decision is made on the asylum claim) and these spaces have then been quickly filled with new arrivals. This high turnover of clients has increased our work dramatically and in the main, this work is not funded by any public bodies so we must rely on independent funders to support this work.

Additionally, this year, we have worked with 376 Ukrainian nationals under The Homes for Ukraine and Ukraine Family Schemes. These new UK arrivals are allowed to work (unlike the asylum seekers in hotels) so much effort is being made by SRS to ensure that they have the best opportunities to become as independent as possible.

Alongside these rapid movements of refugees and asylum seekers to Suffolk, we continue to provide support to Afghan and (mainly) Syrian families arriving under the Home Office's Resettlement schemes. The remit is for three years' support, but the reality is that many of these families struggle to integrate fully during this time and need our on-going involvement for many more years.

Suffolk Refugee Support

Trustees' Report

Strategic plan 2022-25 and operating principles

SRS continues to work to its Strategic Plan for 2022-25, which includes six main strategic aims. Alongside these aims are several operating principles:

- We are driven by a recognition that each person is unique, that every individual has intrinsic value and has a constructive role to play in UK society;
- We are always open, friendly, and welcoming;
- We are respectful, reliable, honest and transparent in all our dealings with one another and with others;
- We direct all of our efforts towards self-determination and ultimate independence for our clients;
- Our work is always led by the needs and interests of our clients;
- At all times we work in ways that ensure the all-round safety and security of our clients and everyone who works for SRS;
- We always work to the highest standards, keeping ourselves fully informed and knowledgeable about every sphere of our work.

These aims and operating principles, which the Board reviews and develops on a regular basis, are foundational to shaping SRS' overall action plan for the coming and future years.

Financial review

Our finances this year have been stable, and we have been working to improve our income/expenditure balance to ensure that our reserves do not go significantly above or below 50% of our annual running costs.

To deliver the above services we continued to work with a wide range of funders, and we are grateful to them for supporting us for the year. We especially appreciate multiple year grants as they allow us to plan our work more securely.

We have had to recruit staff very quickly, using increased funding from Suffolk County Council, to respond to sudden and high demand for casework support for Afghan and Ukrainian refugees and our salary bill has risen accordingly. We monitor this to ensure that the income matches the costs we are incurring for this additional work, but the wider impact on the organisational resources is still an area of concern and scrutiny. There is also a question of retaining independence as a charity and avoiding over-reliance on one or two large income streams only.

Another concern is the inequality in funding availability for different "classes" of asylum seeker/refugee. The organised programmes for resettlement are generally well-funded by central government. This contrasts hugely with the lack of public funding for anyone classed as having arrived illegally in the UK. This reflects the desire of the government to put an end to small boat crossings as means of escaping to seek safety. It means SRS has to seek alternative sources of funding (in the main) to provide services to the growing number of asylum seekers housed in hotels Suffolk whilst they wait for a decision on their asylum applications.

We expect our services to continue to be very much in demand. To date, we are on track to remain financially secure for the current year (2023-24) and are now beginning to focus on the task of securing funding for 2024-25 at current levels.

Suffolk Refugee Support

Trustees' Report

Policy on reserves

We have a Reserves Policy as advised by the Charity Commission which aims to ensure that we can continue to deliver our services at their current level for six months, leaving a balance for the orderly and full winding down of some or all commitments if necessary.

Our unrestricted funds at the end of 2022-23 stand at £571,688. Of this, we have agreed with specific funders, as part of our grant agreements, that £55,660 will be used to cover costs of delivering the services in 2023-24. This therefore leaves an unrestricted reserve of £516,022, which is just over 6 months' running costs for 2023-24.

Suffolk Refugee Support

Trustees' Report

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Statement of Responsibilities

The trustees (who are also the directors of Suffolk Refugee Support for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

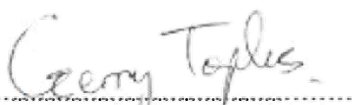
Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on 31/3/2023 and signed on its behalf by:



Gerry Toplis
Trustee



Felicity Szesnat
Trustee

Suffolk Refugee Support

Independent Examiner's Report to the trustees of Suffolk Refugee Support ('the Company')

Independent examiner's report to the trustees of Suffolk Refugee Support ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member and Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.



John O'Brien MSc, FAIA, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 31/8/2023

Suffolk Refugee Support

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Income and Endowments from:					
Donations and legacies	2	129,849	-	129,849	229,160
Charitable activities	3	<u>330,547</u>	<u>288,604</u>	<u>619,151</u>	<u>411,775</u>
Total income		<u>460,396</u>	<u>288,604</u>	<u>749,000</u>	<u>640,935</u>
Expenditure on:					
Charitable activities	5	<u>(356,508)</u>	<u>(348,654)</u>	<u>(705,162)</u>	<u>(520,274)</u>
Total expenditure		<u>(356,508)</u>	<u>(348,654)</u>	<u>(705,162)</u>	<u>(520,274)</u>
Net income/(expenditure)		<u>103,888</u>	<u>(60,050)</u>	<u>43,838</u>	<u>120,661</u>
Net movement in funds		103,888	(60,050)	43,838	120,661
Reconciliation of funds					
Total funds brought forward		<u>467,800</u>	<u>95,158</u>	<u>562,958</u>	<u>442,297</u>
Total funds carried forward	11	<u><u>571,688</u></u>	<u><u>35,108</u></u>	<u><u>606,796</u></u>	<u><u>562,958</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 11.

The notes on pages 12 to 20 form an integral part of these financial statements.

Suffolk Refugee Support

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period 2021/22 and are included for comparative purposes

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	2	229,160	-	229,160
Charitable activities	3	6,090	405,685	411,775
Total income		<u>235,250</u>	<u>405,685</u>	<u>640,935</u>
Expenditure on:				
Charitable activities	5	<u>(106,756)</u>	<u>(413,518)</u>	<u>(520,274)</u>
Total expenditure		<u>(106,756)</u>	<u>(413,518)</u>	<u>(520,274)</u>
Net income/(expenditure)		128,494	(7,833)	120,661
Transfers between funds		<u>17,505</u>	<u>(17,505)</u>	-
Net movement in funds		145,999	(25,338)	120,661
Reconciliation of funds				
Total funds brought forward		<u>321,801</u>	<u>120,496</u>	<u>442,297</u>
Total funds carried forward	11	<u><u>467,800</u></u>	<u><u>95,158</u></u>	<u><u>562,958</u></u>

The notes on pages 12 to 20 form an integral part of these financial statements.

Suffolk Refugee Support
(Registration number: 03894990)
Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
Current assets			
Debtors	7	91,766	139,927
Cash at bank and in hand	8	<u>520,114</u>	<u>473,404</u>
		611,880	613,331
Creditors: Amounts falling due within one year	9	<u>(5,084)</u>	<u>(50,373)</u>
Net assets		<u>606,796</u>	<u>562,958</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	11	35,108	95,158
Unrestricted income funds			
Unrestricted funds		<u>571,688</u>	<u>467,800</u>
Total funds	11	<u>606,796</u>	<u>562,958</u>

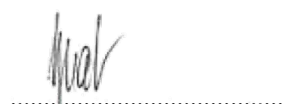
For the financial year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 9 to 20 were approved by the trustees, and authorised for issue on 31/8/2023 and signed on their behalf by:



Felicity Szesnat
Trustee

The notes on pages 12 to 20 form an integral part of these financial statements.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2023

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Suffolk Refugee Support meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2023

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets costing over £500 so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Furniture & equipment	20% straight line

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2023

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those grants for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

2 Income from donations and legacies

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	85,030	85,030	-
Donations from individuals	42,319	42,319	56,374
Grants, including capital grants;			
Government grants	2,500	2,500	22,667
Grants from other charities	-	-	150,119
	129,849	129,849	229,160

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2023

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Grants & donations	-	288,604	288,604	405,685
Fees	2,761	-	2,761	740
Sundry income	-	-	-	5,350
Contracts (Suffolk County Council)	327,786	-	327,786	-
	<u>330,547</u>	<u>288,604</u>	<u>619,151</u>	<u>411,775</u>

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
General donations	42,319	-	42,319
AB Charitable Trust	16,500	-	16,500
Ipswich Borough Council	2,500	10,000	12,500
Lloyds Bank Foundation	24,930	2,250	27,180
Royal Warrant Holders Association	3,000	-	3,000
Tudor Trust	40,000	-	40,000
University of Suffolk	600	-	600
Mulberry Trust	-	6,856	6,856
Annie Tranmer Charitable Trust	-	8,000	8,000
BBC Children in Need	-	28,902	28,902
Building Better Opportunities	-	23,335	23,335
Community Ambition Fund	-	10,247	10,247
East of England Local Government Association	-	32,327	32,327
Lovel Foundation	-	6,000	6,000
Suffolk County Council	-	145,289	145,289
Suffolk Community Foundation Frank Jackson Foundation	-	5,000	5,000
Suffolk Community Foundation Household Fund	-	10,000	10,000
Soroptimist International	-	398	398
	<u>129,849</u>	<u>288,604</u>	<u>418,453</u>

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2023

5 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Communications	9,204	-	9,204	8,588
IT support & data base	11,511	-	11,511	1,481
Legal & professional fees	8,815	-	8,815	6,301
Office supplies	3,958	-	3,958	5,380
Printing & copying	3,566	-	3,566	1,675
Subscriptions	794	-	794	3
Client destitution	2,518	-	2,518	1,946
Client IT	640	2,000	2,640	2,423
Client (other support)	31,859	-	31,859	35,557
Client travel	10,216	-	10,216	5,960
English tuition	-	524	524	715
Health activities	-	447	447	494
Health workshops	-	2,252	2,252	1,005
Other client activities	-	-	-	13,153
Resettlement support	4,437	-	4,437	2,922
Skills exchange	20	1,846	1,866	114
Staff & volunteer expenses	1,190	-	1,190	2,424
Translations	7,669	-	7,669	1,344
Volunteer costs	317	65	382	20
Activities	-	-	-	87
Sundry expenses	4,485	-	4,485	2,220
Premises costs	10,827	-	10,827	24,388
Salaries & pensions	237,502	332,530	570,032	397,454
Recruitment	999	-	999	750
Training & supervision	3,590	-	3,590	3,870
Women's group	2,391	3,500	5,891	-
YP's group	-	5,490	5,490	-
	356,508	348,654	705,162	520,274

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2023

6 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	507,585	359,096
Social security costs	37,795	26,048
Pension costs	24,652	12,310
	<u>570,032</u>	<u>397,454</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2023 No	2022 No
Average number of employees	<u>32</u>	<u>22</u>

19 (2022 - 19) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £24,652 (2022 - £12,310).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £34,470 (2022 - £33,610).

7 Debtors

	2023 £	2022 £
Other debtors	<u>91,766</u>	<u>139,927</u>

8 Cash and cash equivalents

	2023 £	2022 £
Cash on hand	813	558
Cash at bank	<u>519,301</u>	<u>472,846</u>
	<u>520,114</u>	<u>473,404</u>

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2023

9 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	591	2,614
Other creditors	4,493	37,547
Accruals	-	10,212
	<u>5,084</u>	<u>50,373</u>

10 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

11 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
<i>General</i>				
General fund	467,800	460,396	(356,508)	571,688
Restricted funds				
Health Activities	10,000	-	(10,000)	-
Ukraine Fund	1,000	27,500	(28,500)	-
Youth Activities	12,000	28,902	(33,802)	7,100
Housing Advice	31,491	-	(22,233)	9,258
Employment Support	20,000	55,662	(75,662)	-
Womens Groups	3,500	-	(3,500)	-
Advice Work	17,167	99,203	(112,620)	3,750
Hotels	-	77,336	(62,336)	15,000
Total restricted funds	<u>95,158</u>	<u>288,603</u>	<u>(348,653)</u>	<u>35,108</u>
Total funds	<u>562,958</u>	<u>748,999</u>	<u>(705,161)</u>	<u>606,796</u>

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2023

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2022 £
Unrestricted funds					
<i>General</i>					
General fund	321,801	235,250	(106,756)	17,505	467,800
Restricted					
Afghan Resettlement	-	147,809	(147,809)	-	-
Resettlement Work	-	59,040	(59,040)	-	-
AMIF	-	16,414	(16,414)	-	-
BBO	-	18,333	(18,333)	-	-
Health Activities	3,083	16,000	(9,083)	-	10,000
IT Support	-	2,000	(2,000)	-	-
Ukraine Fund	-	1,000	-	-	1,000
Youth Activities	9,176	57,808	(54,984)	-	12,000
Housing Advice	44,391	-	(12,900)	-	31,491
Covid Support	7,838	5,150	(12,988)	-	-
Employment Support	24,503	20,000	(24,503)	-	20,000
Womens Groups	6,000	6,000	(8,500)	-	3,500
Sundry restricted funds	17,505	-	-	(17,505)	-
Advice Work	8,000	56,131	(46,964)	-	17,167
Total restricted funds	<u>120,496</u>	<u>405,685</u>	<u>(413,518)</u>	<u>(17,505)</u>	<u>95,158</u>
Total funds	<u><u>442,297</u></u>	<u><u>640,935</u></u>	<u><u>(520,274)</u></u>	<u><u>-</u></u>	<u><u>562,958</u></u>

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2023

12 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2023 £
Current assets	576,772	35,108	611,880
Current liabilities	(5,084)	-	(5,084)
Total net assets	571,688	35,108	606,796
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2022 £
Current assets	518,173	95,158	613,331
Current liabilities	(50,373)	-	(50,373)
Total net assets	467,800	95,158	562,958

13 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2023 £	2022 £
Independent examination	1,155	1,100
	1,155	1,100

14 Taxation

The charity is a registered charity and is therefore exempt from taxation.

15 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

16 Related party transactions

There were no related party transactions in the year.

SUFFOLK REFUGEE SUPPORT

England & Wales - Charity number 1078794

Accounts

Company registration number: 03894990

Charity registration number: 1078794

Suffolk Refugee Support

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2022

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Suffolk Refugee Support

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Suffolk Refugee Support

Reference and Administrative Details

Trustees	Gerry Toplis Felicity Szesnat Keith Faull Mary Engleheart William Atkins Amelia Whitworth Christina Sweet-Escott Kevin Clements Gregory Dodds
Senior Management Team	Rebecca Crerar, Charity Manager
Charity Registration Number	1078794
Company Registration Number	03894990
Registered Office	38 St Matthews Street Ipswich Suffolk IP1 3EP
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Suffolk Refugee Support

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2022.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:

Gerry Toplis
Felicity Szesnat (appointed 8 April 2021)
Keith Faull
Mary Engleheart (appointed 30 September 2021)
William Atkins (appointed 30 September 2021)
Amelia Whitworth (appointed 30 September 2021)
Christina Sweet-Escott (appointed 8 April 2021)
Kevin Clements
Gregory Dodds

Megan Day (until 8 April 2021)
Maggie Barradell (until 13 May 2021)
Danielle Waller (until 9 September 2021)
Desiree Jones (until 10 June 2021)

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 7/10/1999 and most recently amended 11/10/2012. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

The directors of the company are also charity trustees for the purposes of charity law. One third of all trustees must be re-elected at the Annual General Meeting.

The trustees received no benefits from the charity.

The Chair of the Board this year has been Gerry Toplis who has led the trustees through the rapid demands of the charity with professionalism. The board currently stands at seven trustee/directors (July 2022). There is a recruitment drive in process to increase this number to ten (ideal).

Three trustees were voted onto the Board at the online AGM in September 2021.

Suffolk Refugee Support

Trustees' Report

Induction and training of trustees

Interested potential trustees complete an application form and are considered for interview. Successful potential new trustees then attend a Board meeting and, if the other trustees feel it appropriate, and they themselves remain willing, they are co-opted until the next AGM. They are given a formal induction and receive a Trustees Handbook, which gives a history of the charity, its funding arrangements, its activities, and the responsibilities of trustees, as well as a copy of the Memorandum and Articles. They are sign-posted to the Charity Commission's "The essential trustee".

Many of the trustees are already, or become, volunteers with the charity, meeting and helping the service users and staff.

Objectives and activities

Objects and aims

Our charitable objectives require us to provide services to asylum seekers and refugees in achieving the legal status to which they are entitled and in enjoying the same life opportunities as other people living in the UK. Our activities taken as a whole deliver public benefit by integrating vulnerable new arrivals into our community in Suffolk so that they can make a positive contribution, be welcomed, and lead a life they consider worthwhile.

We estimate that there are some 2,500 asylum seekers, refugees and former refugees and their families living in Suffolk and we helped around 700 individual refugees and asylum seekers with our activities of support in 2021-22. This number does not include the many spouses and children of clients who have also benefitted.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

2021-22 has seen the slow recovery of services back to face to face support for our clients. Although there were some cost savings from not operating face to face, the majority of costs (salaries and overheads) have not been hugely affected by the pandemic in 2021-22.

Suffolk Refugee Support

Trustees' Report

Recovery from Covid-19

With the resumption of our activities after the main restrictions were lifted we provided the following support services for asylum seekers and refugees in Suffolk:

- An appointment-based advice service from our town centre office helping across a huge range of advice areas and with liaising with and advising other key statutory and voluntary bodies.
- A stand-alone Employment Advice Service under the same roof.
- Resettlement support for integrating refugees who have arrived under the UK Resettlement Schemes. The arrivals are still not up to pre-Covid levels but the existing client group still require significant on-going support.
- Weekly ESOL classes at all levels from a town centre location
- Weekly international Women's Group (with ESOL element) from town centre location and via Zoom.
- Weekly Homework Club and Youth Group for 14-18 year old asylum seekers and refugees, who are mainly in the UK without families.
- Weekly football/sports sessions (stopped in September 2021 due to staff leaving).
- One to one volunteer support (face to face and via Zoom) for a range of help, particularly ESOL / academic support.
- Weekly Sewing Group for women
- Help with buying essential items such as school uniforms and baby items
- Help with sourcing donated laptops and baby equipment
- Help with transport costs to essential appointments
- Summer holiday activities for children in refugee families

Clients this year came from 43 different countries with the largest numbers from Iraq, Afghanistan and Syria.

Changes to refugee demographic and numbers in Suffolk

The crisis in Afghanistan and emergency evacuation of Afghan refugees who worked with UK forces had a significant impact on our work. We welcomed 146 newly-arrived resettled refugees from Afghanistan across Suffolk - some placed in houses and others in bridging hotels. As well as a warm welcome and orientation, we have provided volunteer support, English assessments, access to health services, employment support, and assistance getting children into school. A number of people have gained employment with our support, while others are taking part in activities such as our sewing group.

Since February 2022, the invasion of and ongoing conflict in Ukraine by Russia has caused the mass departure of Ukrainian civilians, mainly women and children to the neighbouring countries in Europe. The UK launched the Homes for Ukraine Scheme to provide accommodation for refugees from Ukraine in the UK using hosts who have voluntarily offered their homes. Suffolk Refugee Support once again has been involved in supporting these new arrivals.

Both of these two programmes have required us to respond rapidly to escalating situations in Suffolk and have seen an increase in the funding from the Home Office via Suffolk County Council and an increase in our work / staffing.

Additionally, as a result of the backlog of asylum applications that have not been decided due to the pandemic, the Home Office accommodation providers have begun using a "contingency" hotel on the outskirts of Ipswich to house 130 asylum seekers whilst accommodation is sought for them - a long slow process. The clients in the hotel have little to no support, so SRS has again stepped in to help them with practical issues, including ESOL classes and sports sessions.

Suffolk Refugee Support

Trustees' Report

Financial review

Our finances this year have needed careful management as the demands for our services have increased, particularly in the second half of the year. We continued to work with a wide range of funders to deliver the above services and we are grateful to them for supporting us for the year. We especially appreciate multiple year grants as they allow us to plan ahead securely.

We have had to respond to increases in funds from Suffolk County Council to respond to sudden and high demand for casework support for Afghan and Ukrainian refugees. Our salary bill has risen accordingly. We monitor this to ensure that the income matches the costs we are incurring for this additional work, but the wider impact on the organisational resources is still an area of concern and close scrutiny. There is also a question of retaining independence as a charity and avoiding over-reliance on one income stream only.

The refugee crises being widely publicised very widely have led to a soar in public support for our work which along with improved membership communications and donation methods, have led to the highest private giving total for the year since SRS's inception in 1999. We are very grateful for this funding from generous individuals and groups as it allows us complete flexibility with spending and greater ability to rapidly respond to needs as they change.

Policy on reserves

We have a Reserves Policy which aims to ensure that we can continue to deliver our services at their current level for six months, leaving a balance for the orderly and full winding down of some or all commitments if necessary. Reserves are also in place so that SRS can deal with unexpected demand for services, and to forward plan over a 2-year period. Our reserves at the end of 2021-22 stand at £467,800.

This is an increase on the previous year, largely due to the unprecedented level of private giving to SRS resulting from the public response to the circumstances facing people from Afghanistan and Ukraine. These donations have come in the second half of the year. The Board is now planning the best use of the reserves to both meet the needs of our clients and, looking forward, to provide stability for SRS as the cost of living surges in the coming year.

Suffolk Refugee Support

Trustees' Report

Plans for future periods

Aims and key objectives for future periods

The Board of Trustees has agreed a Strategic Plan for 2020-23 with six main aims for the organisation. Alongside these aims a number of Operating Principles were agreed:

- We are driven by a recognition that each person is unique, that every individual has intrinsic value and has a constructive role to play in UK society
- We are always open, friendly and welcoming
- We are respectful, reliable, honest and transparent in all our dealings with one another and with others
- We direct all of our efforts towards self-determination and ultimate independence for our clients
- Our work is always led by the needs and interests of our clients
- At all times we work in ways that ensure the all-round safety and security of our clients and everyone who works for SRS
- We always work to the highest standards; keeping ourselves fully informed and knowledgeable about every sphere of our work

These Aims and Operating Principles are shaping our action plan for the coming and future years.

Suffolk Refugee Support

Trustees' Report

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Statement of Trustees' Responsibilities

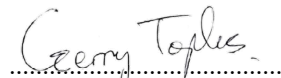
The trustees (who are also the directors of Suffolk Refugee Support for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations. The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the trustees of the charity on 08/09/2022 and signed on its behalf by:



Gerry Toplis
Trustee



Felicity Szesnat
Trustee

Suffolk Refugee Support

Independent Examiner's Report to the trustees of Suffolk Refugee Support

Independent examiner's report to the trustees of Suffolk Refugee Support ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

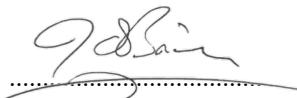
Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member and Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.



John O'Brien MSc, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 09/09/2022

Suffolk Refugee Support

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Income and Endowments from:					
Donations and legacies	2	229,160	-	229,160	133,142
Charitable activities	3	<u>6,090</u>	<u>405,685</u>	<u>411,775</u>	<u>321,909</u>
Total income		<u>235,250</u>	<u>405,685</u>	<u>640,935</u>	<u>455,051</u>
Expenditure on:					
Charitable activities	5	<u>(106,756)</u>	<u>(413,518)</u>	<u>(520,274)</u>	<u>(378,068)</u>
Total expenditure		<u>(106,756)</u>	<u>(413,518)</u>	<u>(520,274)</u>	<u>(378,068)</u>
Net income/(expenditure)		128,494	(7,833)	120,661	76,983
Transfers between funds		<u>17,505</u>	<u>(17,505)</u>	<u>-</u>	<u>-</u>
Net movement in funds		145,999	(25,338)	120,661	76,983
Reconciliation of funds					
Total funds brought forward		<u>321,801</u>	<u>120,496</u>	<u>442,297</u>	<u>365,314</u>
Total funds carried forward	12	<u><u>467,800</u></u>	<u><u>95,158</u></u>	<u><u>562,958</u></u>	<u><u>442,297</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 12.

The notes on pages 12 to 21 form an integral part of these financial statements.

Suffolk Refugee Support

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period 2020/21 and are included for comparative purposes

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	2	133,142	-	133,142
Charitable activities	3	48,349	273,560	321,909
Total income		181,491	273,560	455,051
Expenditure on:				
Charitable activities	5	(79,781)	(298,287)	(378,068)
Total expenditure		(79,781)	(298,287)	(378,068)
Net income/(expenditure)		101,710	(24,727)	76,983
Net movement in funds		101,710	(24,727)	76,983
Reconciliation of funds				
Total funds brought forward		220,091	145,223	365,314
Total funds carried forward	12	321,801	120,496	442,297

The notes on pages 12 to 21 form an integral part of these financial statements.

Suffolk Refugee Support

(Registration number: 03894990)
Balance Sheet as at 31 March 2022

	Note	2022 £	2021 £
Current assets			
Debtors	8	139,927	15,095
Cash at bank and in hand	9	<u>473,404</u>	<u>497,634</u>
		613,331	512,729
Creditors: Amounts falling due within one year	10	<u>(50,373)</u>	<u>(70,432)</u>
Net assets		<u>562,958</u>	<u>442,297</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	12	95,158	120,496
Unrestricted income funds			
Unrestricted funds		<u>467,800</u>	<u>321,801</u>
Total funds	12	<u>562,958</u>	<u>442,297</u>

For the financial year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 9 to 21 were approved by the trustees, and authorised for issue on 08/09/2022 and signed on their behalf by:


.....
Felicity Szesnat
Trustee

The notes on pages 12 to 21 form an integral part of these financial statements.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2022

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Suffolk Refugee Support meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Exemption from preparing a cash flow statement

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2022

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets costing over £500 so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class

Furniture & equipment

Depreciation method and rate

20% straight line

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2022

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those grants for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2022

2 Income from donations and legacies

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Donations and legacies;			
Donations from individuals	56,374	56,374	76,230
Grants, including capital grants;			
Government grants	22,667	22,667	56,912
Grants from other charities	150,119	150,119	-
	<u>229,160</u>	<u>229,160</u>	<u>133,142</u>

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2022

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Grants & donations	-	405,685	405,685	321,909
Fees	740	-	740	-
Sundry income	5,350	-	5,350	-
	6,090	405,685	411,775	321,909

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
General donations	44,274	41,515	85,789
Individual grants	12,100	5,250	17,350
Tudor Trust	42,000	-	42,000
Ipswich BC	22,667	-	22,667
Lloyds Bank Foundation	24,969	-	24,969
Garfield Weston	30,000	-	30,000
SCF Engaged Communities	-	5,000	5,000
Mulberry Trust	-	6,856	6,856
Community Ambition Fund	-	13,662	13,662
SCF Realising Ambitions	-	20,000	20,000
Scarfe	1,000	-	1,000
SCF Maurken Fund	-	1,469	1,469
SCF Frank Jackson Foundation	-	5,000	5,000
New Anglia LEP	-	20,000	20,000
Limbourn Trust	15,000	-	15,000
AB Charitable Foundation	30,000	-	30,000
Suffolk County Council	-	172,808	172,808
Friends of Suffolk Refugees	4,000	-	4,000
SCF Household fund	-	6,000	6,000
Suffolk PCC	-	20,000	20,000
Activities Unlimited	-	2,000	2,000
SCF RJB	-	2,000	2,000
EELGA	-	12,396	12,396
TCHC Group Ltd	-	7,777	7,777
Barrow Cadbury	150	-	150

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2022

	Unrestricted funds £	Restricted funds £	Total £
Suffolk Community Foundation (SCF)	3,000	16,000	19,000
Cllr M Gaylard	-	2,000	2,000
Phillips Fund	-	1,000	1,000
BBC Children in Need	-	27,952	27,952
Hopkins Charitable Fund	-	17,000	17,000
	229,160	405,685	634,845

5 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Communications	8,588	-	8,588	-
IT support	1,481	-	1,481	-
Legal & professional fees	6,301	-	6,301	-
Office supplies	5,084	296	5,380	-
Printing & copying	1,675	-	1,675	-
Subscriptions	3	-	3	-
Client destitution	1,946	-	1,946	-
Client IT	423	2,000	2,423	-
Client (other support)	9,145	26,412	35,557	-
Client travel	4,769	1,191	5,960	-
English tuition	715	-	715	-
Health activities	162	332	494	-
Health workshops	165	840	1,005	-
Other client activities	9,711	3,442	13,153	-
Resettlement support	-	2,922	2,922	-
Skills exchange	114	-	114	-
Staff & volunteer expenses	2,006	418	2,424	-
Translations	1,344	-	1,344	-
Volunteer costs	20	-	20	-
Activities	72	15	87	-
Sundry expenses	2,220	-	2,220	-
Premises costs	24,388	-	24,388	-
Salaries & pensions	21,804	375,650	397,454	-
Recruitment	750	-	750	-
Training & supervision	3,870	-	3,870	-
Charitable activities	-	-	-	365,468

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2022

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Governance costs	-	-	-	12,600
	<u>106,756</u>	<u>413,518</u>	<u>520,274</u>	<u>378,068</u>

6 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	359,096	271,538
Social security costs	26,048	19,358
Pension costs	<u>12,310</u>	<u>9,927</u>
	<u>397,454</u>	<u>300,823</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2022 No	2021 No
Average number of employees	<u>22</u>	<u>19</u>

19 (2021 - 13) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £12,310 (2021 - £9,927).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £33,610 (2021 - £34,599).

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2022

7 Tangible fixed assets

	Furniture and equipment £	Total £
Cost		
At 1 April 2021	16,788	16,788
At 31 March 2022	16,788	16,788
Depreciation		
At 1 April 2021	16,788	16,788
At 31 March 2022	16,788	16,788
Net book value		
At 31 March 2022	-	-
At 31 March 2021	-	-

8 Debtors

	2022 £	2021 £
Other debtors	139,927	15,095

9 Cash and cash equivalents

	2022 £	2021 £
Cash on hand	558	1,957
Cash at bank	472,846	495,677
	473,404	497,634

10 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	2,614	-
Other creditors	37,547	33,432
Accruals	10,212	37,000
	50,373	70,432

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2022

11 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

12 Funds

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2022 £
Unrestricted funds					
<i>General</i>					
General fund	321,801	235,250	(106,756)	17,505	467,800
Restricted funds					
Afghan Resettlement	-	147,809	(147,809)	-	-
Resettlement Work	-	59,040	(59,040)	-	-
AMIF	-	16,414	(16,414)	-	-
BBO	-	18,333	(18,333)	-	-
Health Activities	3,083	16,000	(9,083)	-	10,000
IT Support	-	2,000	(2,000)	-	-
Ukraine Fund	-	1,000	-	-	1,000
Youth Activities	9,176	57,808	(54,984)	-	12,000
Housing Advice	44,391	-	(12,900)	-	31,491
Covid Support	7,838	5,150	(12,988)	-	-
Employment Support	24,503	20,000	(24,503)	-	20,000
Womens Groups	6,000	6,000	(8,500)	-	3,500
Sundry restricted funds	17,505	-	-	(17,505)	-
Advice Work	8,000	56,131	(46,964)	-	17,167
Total restricted funds	<u>120,496</u>	<u>405,685</u>	<u>(413,518)</u>	<u>(17,505)</u>	<u>95,158</u>
Total funds	<u><u>442,297</u></u>	<u><u>640,935</u></u>	<u><u>(520,274)</u></u>	<u><u>-</u></u>	<u><u>562,958</u></u>

Unrestricted funds

The transfers from the restricted funds to the General fund represent a correction to the treatment of funds in the prior period.

The detailed funds analysis of the prior period is not presented as the analysis is not compatible with the fund structure adopted in 21-22.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2022

13 Analysis of net assets between funds

	Unrestricted		2022
	General	Restricted	Total funds
	£	£	£
Current assets	518,173	95,158	613,331
Current liabilities	(50,373)	-	(50,373)
Total net assets	<u>467,800</u>	<u>95,158</u>	<u>562,958</u>
	Unrestricted		2021
	General	Restricted	Total funds
	£	£	£
Current assets	392,233	120,496	512,729
Current liabilities	(70,432)	-	(70,432)
Total net assets	<u>321,801</u>	<u>120,496</u>	<u>442,297</u>

14 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2022	2021
	£	£
Independent examination	1,100	-
	<u>1,100</u>	<u>-</u>

15 Taxation

The charity is a registered charity and is therefore exempt from taxation.

16 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

17 Related party transactions

There were no related party transactions in the year.

SUFFOLK REFUGEE SUPPORT

England & Wales - Charity number 1078794

Accounts



Suffolk Refugee Support

Trustees' Report and Financial Statements
for the year ended 31 March 2021



Suffolk Refugee Support

Contents for the year ended 31 March 2021

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Company Registration Number 03894990



Legal and administrative details

Suffolk Refugee Support is a company limited by guarantee and a charity

Charity number 1078794

Company number 03894990

Registered office and operational address:

38 St Matthew's Street

Ipswich

IP1 3EP

Trustees

Ian Stewart – chair (resigned May 2020)

Gerry Toplis - Chair from July 2020, treasurer (from February 2020 to July 2020)

Keith Faull – Vice chair and treasurer (from July 2020); Chair (May – July 2020)

Maggie Barradell – secretary (from February 2020 resigned April 2021)

Greg Dodds

Danielle Waller

Kevin Clements (elected October 2020)

Desiree Jones (elected October 2020 resigned June 2021)

Meg Day (elected 2020 resigned April 2021)

Felicity Szesnat (co-opted March 2021)

Christina Sweet-Escott (co-opted March 2021)

Pauline Lane (resigned August 2020)

Marian Lanyon (resigned October 2020)

Alan Blackshaw – honorary trustee

Beteja Gravqevci – honorary trustee

Charity Manager

Rebecca Crerar

Independent examiner

Nicky Cordle FCA

Foreshore Accountancy LLP

Fairfield

Shotley Road

Chelmondiston

Ipswich

IP9 1EE

Bankers

Lloyd's Bank



Report of the trustees

Despite the loss of our major funder the National Lottery Fund from March 2020 onwards, and the disruptions to our services caused by the Covid-19 pandemic, Suffolk Refugee Support has managed to continue to meet its funding needs and provide continued services to refugees and asylum seekers here in Suffolk.

Our aims and achievements

Our charitable objectives require us to provide services to asylum seekers and refugees in achieving the legal status to which they are entitled and in enjoying the same life opportunities as other people living in the UK. Our activities taken as a whole deliver public benefit by integrating vulnerable new arrivals into our community in Suffolk so that they can make a positive contribution, be welcomed, and lead a life they consider worthwhile.

We estimate that there are some 2,500 asylum seekers, refugees and former refugees and their families living in Suffolk and we helped around 600 individual refugees and asylum seekers with our activities of support in 2020-21. This number does not include the many spouses and children of clients who have also benefitted.

Vital services during Covid-19

During the lockdown periods we have rapidly switched our support services, which are a lifeline to many refugees and asylum seekers in Suffolk, from face-to-face to remote delivery. We are acutely aware that many of the issues our clients already faced – isolation, anxiety, disadvantage, deprivation and lack of access to services – might be compounded and worsened by the coronavirus crisis. We have therefore undertaken numerous actions to ensure our clients do not suffer further harm:

- We have operated our advice service fully via telephone, email, remote video tools and apps, and office appointments where restrictions have allowed
- We have made regular telephone welfare checks to ensure no one is isolated and no issues go unseen
- We have liaised with schools around coursework, educational resources and free school meals for the families we support
- We have provided resources, including laptops, for the most deprived families to ensure children can keep up with studies and not be further disadvantaged
- We have supported clients with basic IT skills and resources, through our Skills Exchange project and International Women's Group, to ensure they can access services and classes online, e.g. through Zoom group sessions
- We have provided regular translated guidance and information in our main client languages, focusing particularly on health advice

- We have put more than 30 volunteers in regular contact with clients to deliver 1-1 English language tuition, support and guidance, and implemented policies to ensure this is done safely
- We have contacted all the young people we support to check on their educational and emotional needs and have produced videos to help them keep active, safe and healthy

Our activities in numbers

462 clients received advice services between 01/03/20 and 28/02/21
 146 clients received an individual health support service
 107 clients received WhatsApp broadcasts on issues including Covid and health guidance, online scam prevention and hate crimes
 54 clients were supported to receive immigration legal advice
 35 clients were supported with other legal issues
 33 victims of crime were supported, including victims of modern slavery, domestic violence, hate crime, online crime and scams
 55 clients were supported to learn English through our ESOL classes
 65 young people received weekly welfare checks during lockdown
 48 young people from 14 different nationalities were supported with meaningful activities over the summer
 17 young people were supported with online 1-to-1 educational support
 100 clients were supported with employment advice, training and practical help
 28 women attended on line International Women's group sessions

Clients this year came from 34 different countries with the largest numbers still from Iraq, Iran and Syria.

Unfortunately, the Vulnerable Persons'/Children's Resettlement Programme was unable to bring any new families into Suffolk during this year, due to travel restrictions. We continued to work under the contract with Suffolk County Council, to provide advice and port to the existing clients who have previously arrived under the programme and who still require a great deal of help with living in the UK. Sadly, our programme manager had to return to her home in Australia and was forced to resign and our advice worker resigned after a period of furlough. We subsequently increased our Advice Service Manager's hours and recruited a part time Resettlement Coordinator to cover the work. We hope the programme will begin to welcome new arrivals in 2021-22.

The launch of our Skills Exchange Programme designed to give refugees and asylum seekers the chance to exchange the myriad of skills (often otherwise hidden) with local volunteers in exchange for another piece of help or skill, got off to a rocky start. Covid meant that face to face meetings were very limited and we had to resort to sharing online. We will develop this group further when face to face meetings are allowed.

Financial review

We made use of the government's furlough scheme to enable four staff members to take time out to care for family members during the lockdown (some partial only). Staff have shown an amazing resilience and positive spirit to keep supporting our clients during the lockdowns and have attended the office when possible in between.

Although we were very worried when we lost the National Lottery Reaching Communities Funding, we managed to secure the finances we needed to deliver the services for the year and cover all our costs. The majority of our funding needs are met by grants both national and local. We also have a very generous donor base of private individuals who provide us with vital unrestricted funds.

We were lucky to receive grants from two larger Covid funds this year (National Lottery Covid-19 and Barrow Cadbury Covid Funds) which have made a significant difference to our income level and have enabled us to defer two other grants earmarked for 2020-21 into 2021-22. We were acutely aware that funding was being offered by a lot of providers for the immediate impact of the virus, but not for longer term so we are grateful for this opportunity to defer secured funds to when they will be needed for rebuilding as restrictions are lifted.

Through the generosity of our supporters and through local Covid and Hardship Funds, we have been able to provide cash and benefits in kind to the most vulnerable of our clients, and to help others with essential travel costs (more limited due to many immigration processes stopping for the majority of the year) and items such as art and sports equipment and books to help them through the lockdown.

Although the number of face-to-face talks we have given this year has been reduced, we have frequent presence on social media and have been regularly featured in the local press and given interviews on local radio.

Reserves policy

The Board agreed a Reserves Policy in December 2020 which follows Charity Commission guidance. The purpose of SRS holding financial reserves is to cover the cost of any shortfall of income either in the current financial year for which a budget has been set, or in future years where adjustment or closure of services is anticipated.

Our aim is to have a level of reserves that will enable us to continue to deliver our services at their current level for six months, enabling an orderly winding down of some or all commitments if necessary. This level is currently recommended as £250,000. As a result of an unprecedented year, at the end of 2020-21, we are in a significantly better position with reserves well over this recommended amount.

This was not unexpected and will be taken into account when planning our work as the Covid pandemic restrictions are lifted and in line with our strategic and fundraising plans. We will make best and effective use of these available funds in the coming year(s) to support our clients and tackle the stored-up problems that the pandemic has created.

Plans for future periods

Our clients are likely to present with stored up problems from 2020 as we start to resume face to face services. This, coupled with the hopeful relaunch of the Resettlement Programme and the likelihood of increases in numbers of asylum seekers in dispersal accommodation in Suffolk will mean our services continue to be very much in demand. We plan to focus on increased client participation in the running of activities and an increase in self-reliance among our clients this year. Our ability to meet our budget requirements is looking positive although we are awaiting the outcome of two large funding bids still.

Structure, governance and management governing document

The organisation is a charitable company limited by guarantee, incorporated in 1999 and registered as a charity in 2000. The company was established under a Memorandum of Association and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute up to £1.

Recruitment and appointment of trustees

The directors of the company are also charity trustees for the purposes of charity law. The trustees are elected to serve for three years after which they must be re-elected at the next Annual General Meeting.

The trustees received no benefits from the charity and claimed no expenses in their capacity as such.

The charity saw a change in its Chair this year with the stepping down of the previous Chair in advance of periods of tenure for trustees being proposed, and with the Covid restrictions making meeting difficult as they moved to using Zoom. Three new trustees were voted on at the online AGM and two trustees resigned this year. The board of Trustees has introduced a Strategic Plan with six main aims for the organisation, along with Operating Principles and Volunteer Principles, which are helping to shape its action plan for the year.

Trustee induction and training

There is a trustee recruitment process overseen by the Secretary and Chair. After completing an application form and interview potential new trustees attend a board meeting and, if the other trustees feel it appropriate, and they themselves remain willing, they are co-opted until the next AGM, at which their first three-year election takes place. They are given a formal induction and receive a Trustees Handbook, which gives a history of the charity, its funding arrangements, its activities, and the responsibilities of trustees, as well as a copy of the Memorandum and Articles. They are sign-posted to the Charity Commission's "The Essential Trustee".

Most of the trustees are already, or become, volunteers with the charity, meeting and helping the service users and staff.

Responsibilities of the trustees

The trustees (who are also directors of Suffolk Refugee Support Ltd for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and UK GAAP.

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees have adopted the provisions of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

Approved by the board on 12th August 2021 and signed on its behalf by:


Gerry Toplis
Chair

Independent Examiner's Report to the Trustees of Suffolk Refugee Support

I report on the financial statements of the charity for the year ended 31 March 2021 which are set out on pages 8 to 17.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

examine the financial statements under section 145 of the Charities Act;

follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and

state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
to keep accounting records in accordance with section 130 of the Charities Act;
to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Nicky Cordle FCA
Foreshore Accountancy LLP
Fairfield
Shotley Road
Chelmondiston
Ipswich
IP9 1EE



16-09-2021

Statement of Financial Activities

Including Income and Expenditure Account



For the year ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 Note 5 £
Income and endowments from					
Donations and legacies		133,142	-	133,142	111,083
Charitable activities		48,349	273,560	321,909	479,001
Investments		-	-	-	-
Other		-	-	-	-
Total Income	2	<u>181,491</u>	<u>273,560</u>	<u>455,051</u>	<u>590,084</u>
Expenditure on					
Charitable activities: Refugee Support		79,781	298,287	378,068	456,020
Other		-	-	-	-
Total Expenditure	3	<u>79,781</u>	<u>298,287</u>	<u>378,068</u>	<u>456,020</u>
Net income / (expenditure)		101,710	(24,727)	76,983	134,064
Total Funds brought forward at 1 April 2020		220,091	145,223	365,314	231,250
Total Funds carried forward at 31 March 2021		<u>321,801</u>	<u>120,496</u>	<u>442,297</u>	<u>365,314</u>

During the year there were no recognised gains or losses other than those included above.

All activities included within this statement are continuing.

Balance Sheet

As at 31 March 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	7		-		-
Current assets					
Debtors	8	15,095		-	
Cash at bank and in hand		<u>497,634</u>		<u>490,604</u>	
		512,729		490,604	
Creditors: amounts falling due within on year	9	<u>(70,432)</u>		<u>(125,290)</u>	
Net current assets		442,297		365,314	
Total net assets		<u>442,297</u>		<u>365,314</u>	
The funds of the charity					
Restricted funds	10	120,496		145,223	
Unrestricted funds:	11				
General charitable funds		321,801		220,091	
		<u>442,297</u>		<u>365,314</u>	

For the year ending 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

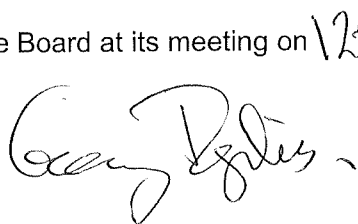
The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime

Approved by the Board at its meeting on 12th August 2021 and signed on its behalf by:-

Gerry Toplis
Chair





Cash flow statement

For the year ended 31 March 2021

	Notes	2021 £	2020 £
Cash flows from operating activities			
Net cash provided by operating activities	(see below)	<u>7,030</u>	<u>225,058</u>
Change in cash and cash equivalents in the year		<u>7,030</u>	<u>225,058</u>
Cash and cash equivalents at 1 April 2020		490,604	265,546
Cash and cash equivalents at 31 March 2021	13	<u>497,634</u>	<u>490,604</u>
Reconciliation of cash flows from operating activities			
Net income for the year (as per statement of financial activities)		76,983	134,064
(Increase)/decrease in debtors		(15,095)	72,413
Increase/(decrease) in creditors		<u>(54,858)</u>	<u>18,581</u>
Net cash provided by operating activities	(see above)	<u>7,030</u>	<u>225,058</u>

Notes to the financial statements

For the year ended 31 March 2021

1 Accounting policies

(i) Basis of preparation

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice, in accordance with Financial Reporting Standard 102, applicable UK Accounting Standards and the Companies Act 2006. The financial statements have been prepared on the going concern basis. The principal accounting policies adopted in the preparation of the financial statements are set out below.

The charity meets the definition of a public benefit entity under FRS 102.

Key judgements and assumptions

The nature of the company's affairs is such that the directors believe that there are no areas of significant judgement and no significant assumptions that are required in the preparation of the financial statements other than those relating to going concern. Going concern rests on the availability of future funding and uncertainty over such income is mitigated by the reserves held by the company, see below.

(ii) Income

Grants are recognised when these are certain as being receivable.

Grant income is deferred, even where the income is receivable, when this income is given for expenditure in the following year.

Membership subscriptions and donations are recognised in the period to which they relate.

Income from the provision of services is recognised in accordance with the contractual agreement under which the services are provided.

(iii) Expenditure

Expenditure is recognised in the period to which it relates.
Irrecoverable VAT is included with the relevant expenditure.

Costs are allocated directly to the activities wherever possible. Support costs are then attributed based on estimated staff time.

Grants payable are recognised when committed.

(iv) Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:

Fixtures, fittings and equipment 20% on a straight line basis

(v) **Debtors**

Trade debtors, relating to amounts due under contracts for the provision of services, are measured at the amounts receivable under the contracts. Prepayments, relating to expenditure incurred which has economic benefit in future accounting periods, and accrued income, relating to income due and receivable but outstanding at the balance sheet date, are measured at their recoverable amount being the sum that will be received after the balance sheet date.

(vi) **Creditors: Amounts falling due within one year**

Trade creditors and accruals, relating to expenditure not paid until after the balance sheet date which confers economic benefit on the current accounting period, is recognised at the amount of that economic benefit. Deferred income, relating to income received in the current accounting period but which relates to future periods, is recognised as the whole of the income in question. Restricted fund income received in the current accounting period which relates to the current and future periods is recognised within restricted funds, see below.

(vii) **Pensions**

The charity makes contributions to the Personal Pension Plans of employees where these are in existence or to a workplace pension scheme in accordance with the regulations governing the scheme.

(viii) **Accumulated funds**

Funds fall into two categories, restricted, where their use is governed by the wishes of the entity providing the funds or the contractual terms under which the funds are earned, and unrestricted, where there are no pre-conditions to the use of the funds other than the charitable objectives of the organisation. Designated funds are a subset of unrestricted funds representing amounts set aside by the trustees for specific purposes.

Funds are transferred from restricted to unrestricted funds as they become free from the relevant restrictions.

It is the aim of the charity to maintain the balance of unrestricted reserves at a level equivalent to six months expenditure, in order that the charity can reasonably withstand unforeseen reductions in funding, plus an amount to cover adverse variations occurring in contracts for the provision of services.

2 Total income

	2021	2020
Donations		
Donations	76,230	37,305
Grants	56,912	73,778
	<u>133,142</u>	<u>111,083</u>
Charitable activities		
Grants (see note 10)	273,560	357,845
Delivery of Refugee Resettlement Programme project	48,349	121,156
	<u>321,909</u>	<u>479,001</u>

3 Total resources expended

	Staff costs £	Depreciation £	Other costs £	Total 2021 £	Total 2020 £
Charitable activities	290,323	-	75,145	365,468	444,020
Governance costs	<u>10,500</u>	<u>-</u>	<u>2,100</u>	<u>12,600</u>	<u>12,000</u>
	<u>300,823</u>	<u>-</u>	<u>77,245</u>	<u>378,068</u>	<u>456,020</u>

4 Trustees

None of the trustees (or any persons connected with them) received any remuneration or expenses during the year.

5 Employees

Number of employees

The average number of employees during the year was:

	2021 Number	2020 Number
Project staff	15	18
Management and administration	4	4
	<u>19</u>	<u>22</u>

Employment costs

	2021 £	2020 £
Wages and salaries	270,338	329,707
Social security costs	19,358	23,903
Other pension costs	9,927	14,118
Other costs	1,200	2,859
	<u>300,823</u>	<u>370,587</u>

There were no employees whose annual emoluments were £60,000 or more.

6 Comparative Statement of Financial Activities

The detailed Statement of Financial Affairs for the year ended 31 March 2020 is set out below

	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and endowments from			
Donations and legacies	111,083	-	111,083
Charitable activities	121,156	357,845	479,001
Investments	-	-	-
Other	-	-	-
Total income	<u>232,239</u>	<u>357,845</u>	<u>590,084</u>
Expenditure on			
Charitable activities: Refugee Support	181,498	274,522	456,020
Governance costs	-	-	-
Total expenditure	<u>181,498</u>	<u>274,522</u>	<u>456,020</u>
Net income / (expenditure)	50,741	83,323	134,064
Total Funds brought forward at 1 April 2019	169,350	61,900	231,250
Total Funds carried forward at 31 March 2020	<u><u>220,091</u></u>	<u><u>145,223</u></u>	<u><u>365,314</u></u>

7 Tangible fixed assets

	Fixtures fittings & equipments £	Total £
Cost		
At 1 April 2020	16,788	16,788
Additions	-	-
At 31 March 2021	<u>16,788</u>	<u>16,788</u>
Depreciation		
At 1 April 2020	16,788	16,788
Charge for the year	-	-
At 31 March 2021	<u>16,788</u>	<u>16,788</u>
Net book value		
At 31 March 2021	<u>-</u>	<u>-</u>
At 31 March 2020	<u>-</u>	<u>-</u>

8 Debtors

	2021 £	2020 £
Trade debtors	15,095	-
Taxes and social security costs	-	-
	<u>15,095</u>	<u>-</u>

9 Creditors: amounts falling due within one year

	2021 £	2020 £
Bank overdraft	-	-
Trade creditors	32,472	30,640
Taxes and social security costs	-	20,419
Accruals and other creditors	960	960
Deferred income	37,000	73,271
	<u>70,432</u>	<u>125,290</u>

Deferred income represents amounts received by the company the benefit of which is intended for future periods. All deferred income at 31 March 2020 was recognised in the income and expenditure account in the year ended 31 March 2021.

10 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
Nationwide Community Grant (via Essex Community Foundation)	44,391	-	-	44,391
Lloyds Bank Foundation	22,953	-	24,832	(1,879)
Realising Ambitions Fund (Ipswich & East Suffolk CCG via Suffolk Community Foundation)	18,086	-	18,086	-
New Anglia LEP Community Challenge Fund (via Suffolk Community Foundation)	11,739	20,000	13,401	18,338
Barrow Cadbury Trust/The National Lottery Community Fund COVID Support Fund	-	49,850	42,012	7,838
National Lottery Coronavirus Community Support Fund	-	45,000	45,000	-
Building Better Opportunities Fund - European Social Fund & the National Lottery Community Fund	661	39,443	40,104	-
Suffolk Police & Crime Commissioner's Fund (via Suffolk Community Foundation)	(1,220)	29,978	8,758	20,000
BBC Children in Need	(1,866)	27,526	22,484	3,176
The Lovel Foundation	9,115	10,000	9,867	9,248
Limbourn Trust	9,078	10,000	9,719	9,359
Suffolk Community Foundation - other grants	25,257	13,474	31,927	6,804
Other	7,029	28,289	32,097	3,221
	<u>145,223</u>	<u>273,560</u>	<u>298,287</u>	<u>120,496</u>

All above funds support the project operated by Suffolk Refugee Support to provide services to asylum seekers and refugees in achieving the legal status to which they are entitled and in enjoying the same life opportunities as other people living in the UK.

11 Unrestricted funds

	Balance at 1 April 2020 £	Net Income £	Transfers £	Balance at 31 March 2021
General charitable funds	220,091	101,710	-	321,801
	<u>220,091</u>	<u>101,710</u>	<u>-</u>	<u>321,801</u>

12 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31 March 2021 are represented by:			
Tangible fixed assets	-	-	-
Current assets	392,233	120,496	512,729
Creditors: amounts falling due within one year	(70,432)	-	(70,432)
	<u>321,801</u>	<u>120,496</u>	<u>442,297</u>

13 Analysis of cash and cash equivalents

	2021 £	2020
Bank current accounts	495,677	489,090
Petty cash	1,957	1,514
Total	<u>497,634</u>	<u>490,604</u>

14 Related parties

There have been no transactions with related parties.