

**REGISTERED COMPANY NUMBER: 3643622 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1091200**

**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**  
**FOR**  
**THE NORTH OF ENGLAND REFUGEE SERVICE**  
**LIMITED**

Read, Milburn & Co  
71 Howard Street  
North Shields  
Tyne and Wear  
NE30 1AF

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

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FOR THE YEAR ENDED 31 MARCH 2021**

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# **THE NORTH OF ENGLAND REFUGEE SERVICE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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) (effective 1 January 2019).

### **OBJECTIVES AND ACTIVITIES**

It has been a difficult year for everyone. COVID-19 presented real challenges for those seeking protection and those who have just begun their journey of integration within our communities. The crisis brought home the hardships refugees face on a daily basis such as isolation, loss, family separation and living with uncertainty and fear. This meant our clients needed our help more than ever.

NERS itself has been far from immune to the effects of the pandemic. Access to volunteers, our lifeblood, and income from trading has been, to some extent, curtailed. NERS has responded with resilience to these issues. We continued to provide advice, support by phone and video call while managing our own anxieties about the pandemic. But never gave up, always turning up and be there, side by side with those who needed our help.

Throughout the year NERS continued on working with and for the immediate and long-term needs of the community of refugees across the North East region, focusing at the most vulnerable stages of the journey to integration. This year the Board and Staff continued reshaping a strong organisation capable of achieving success in meeting its objectives.

### **Centres of Operation**

NERS works from 3 centres and runs outreach from 1 site

- |                  |                                                                     |
|------------------|---------------------------------------------------------------------|
| 1. Newcastle     | 2 Friars Street, Newcastle upon Tyne, NE1 4XA                       |
| 2. Middlesbrough | Unit 6, Broadcasting House, Newport Road, Middlesbrough TS1 5JA     |
| 3. Sunderland    | Suite 12, Eagle Building, 201 High Street East, Sunderland, SR1 2XA |
| 4. Stockton      | The Arrival Practice, Stockton-On-Tees, TS18 2EP                    |

Due to the Coronavirus pandemic and in accordance with Government guidelines, we have suspended our face-to-face advice from April 2020. Despite the restrictions we have continued to provide our services throughout the pandemic via telephone and social media platforms, such as WhatsApp, Skype and Zoom. Our services included liaising with the Home Office, the Department of Work and Pensions and local authorities.

### **Asylum Advice Service**

This service is partly funded by Newcastle City Council. We provide advice and support to people at all stages of their asylum process. This means from the pre-asylum application stage, through the time they are in the asylum process, and if they are given refugee status or leave to remain, during the transition into mainstream society. We also provide information and advice for those whose support is terminated.

# **THE NORTH OF ENGLAND REFUGEE SERVICE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

### **OBJECTIVES AND ACTIVITIES - continued**

We provide impartial and independent advice to people whose application for Asylum has been refused. We will advise clients on possibility of applying for 'Section 4' or 'Section 95' support and where appropriate, we work jointly with client and immigration and asylum lawyers in exploring further steps that can be taken. For some clients the option of Assisted Voluntary Return (AVR) to their home country may be appropriate in which case referrals for such a specific advice will be made. Our AVR service assists people who have 'No Recourse to Public Funds' to return to their country of origin with dignity if they wish.

In the period between 1 April 2020 and 31 March 2021 we provided advice and support on asylum issues to 873 individuals during 2,101 advice sessions. We have also taken our services to the asylum seekers who were housed in the Metro Inn and Novotel hotels in Newcastle. We provided advice and support to 46 of those individuals.

### **Integration and Employment Service**

This service is funded by Henry Smith Foundation for six years initially followed by another three years, which started in January 2019.

This service provides support to those granted refugee status and leave to remain to enable them to "take hold" of life in this country. We look both to immediate needs, such as housing and finance, and also to the longer term, as they seek to make their home in the community, find education and use their skills in work. This service is vitally important in preventing destitution among those who receive Leave to Remain and are required to find accommodation and financial support within 28 days. This strand of our work also provides conversation classes for those who speak little or no English.

In the period between 1 April 2020 to 31 March 2021 the project helped 71 individuals and 6 families to claim the right benefits and find suitable accommodation.

### **Supported Housing**

This is a partnership with Your Homes Newcastle (YHN is the arm's length management organisation for Newcastle City Council housing) and Home Group (HG is a large housing association). We manage 20 properties in Newcastle, on lease from YHN and HG.

We house asylum seekers given leave to remain, who are also vulnerable and in need of further support. For example, they may suffer from mental health or addiction issues and from having been homeless. The service provides short term housing and appropriate individualised support for up to two years and until clients can move on from supported housing to independent living. The support can include claiming housing benefit, other welfare benefits, advice with council tax, accessing health and social care services, accessing ESOL and other relevant education services, accessing employment and training services, budgeting and financial advice. We also provide support with accessing community activities and linking with refugee community organisations, counselling and help with problem solving. Our support continues after clients leave our accommodation up to the point where they can cope with independent living.

# **THE NORTH OF ENGLAND REFUGEE SERVICE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

### **OBJECTIVES AND ACTIVITIES - continued**

Over the year April 2020 - March 2021; 67 homeless individuals have benefited from our Supported Housing programme 7 clients successfully supported to move on from our supported housing into their own independent housing.

#### **Interpreting and Translation Service**

We assist refugees and other migrants to train and employ them as sessional interpreters to provide interpreting and translation services. We provide these services for NERS clients and as well as other organisations such as NHS, social services, schools, solicitors, local authorities, housing associations, care homes and counselling services.

The service is our main income generating activity, it contributes more than 20% to our annual income. However, due to a combination factors the service income has reduced from £152,125 in 2019/20 to £69,200 in 2020/21.

#### **Advocacy and Policy Influence**

NERS advocates for its clients right to access information and services to which they are entitled and provides an independent 'Voice' in meetings and fora about their needs. We use the evidence gathered from our clients to also work regionally and nationally to influence and advocate on matters of policy. We usually do this in partnership with other organisations; nationally with our key partner, the Refugee Council, but also with other agencies such as Refugee Action and the Welsh and Scottish Refugee Councils, Red Cross, Freedom from Torture and Migrant Help. We are also members of the National Asylum Stakeholders Forum and the Asylum Support Forum. Locally we work with partner agencies such the Regional Refugee Forum and work through structures and processes such as the Regional Migration Partnership, hosted by Middlesbrough Council.

We work in partnership with local charities, such the Red Cross, West End Refugee Service, Newcastle Law Centre, Friends of the Drop-In, Open Doors, Justice First and Action Foundation, to address destitution. We provide face-to-face advice on accessing the Asylum Support to clients that they are supporting. We also assist with coordination of destitution referrals which helps in maximising use of limited resources. When needed, we deliver awareness raising sessions across the Region that aim to improve the wider community's understanding of issues affecting asylum seekers.

#### **Student Placements**

Social work students from the universities of Durham, Teesside, Northumbria and Cumbria are hosted on placement within NERS. This enables NERS to work with and engage future social workers in the issues affecting our client group. On average we provide about 800 days per annum of placements for social work students.

#### **Public Benefit**

The trustees have considered the Charity Commission's guidance on public benefit with regard to its objectives and activities.

# **THE NORTH OF ENGLAND REFUGEE SERVICE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

### **FINANCIAL REVIEW**

At the balance sheet date, the charity held funds amounting to £165,119 (2020 - £57,233) of which £5,666 (2020 - £11,333) was subject to restriction, a further £25,485 (2020 - £27,313) was represented by illiquid assets and therefore not freely available to the charity. Total free reserves amounted to £133,968 (2020 - £18,587).

#### **Reserves Policy**

The trustees agree to retain those amounts generated by interpreting and venue hire each financial year, within the reserves of the charity.

The trustees are committed to maintaining at all times at least the equivalent of three months running costs as advised by the Charity Commission and, whenever we fall below that level, to make it a business plan priority to regain the three month position.

### **FUTURE DIRECTION**

Our future plan is to strengthen and deepen our work within NERS four core service areas, while also piloting and developing additional service interventions where relevant and feasible. NERS will become a more enterprising organisation, open to experimenting and piloting new interventions. There are several other potential service areas that warrant further investigation. Introducing new services will be dependent on a number of factors, including availability of funding and relevance to the needs in the Region. Possible interventions for which we will explore the feasibility and relevance include the following:

- > Provision of asylum and immigration advice.
- > Provision of support services to unaccompanied children.
- > Mentoring and support to refugee community organisations, in partnership with the Regional Refugee Forum.
- > Advice and support for host communities.
- > Interventions that generate an income, including attaching a fee to certain non-urgent services, or selling products.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The company is governed by its Memorandum of Articles of Association which state the objects as: "(a) to provide relief for refugees (including convention refugees, refugee communities, people with exceptional leave to remain, asylum seekers and ex-detainees) and migrants who are in conditions of need, hardship, sickness or distress, without distinction of age, sex, race, nationality, political or religious or other opinions, and in addition: (b) to advance the education and the protection of health of such people, and (c) to provide them with facilities for recreation and leisure-time occupation in the interests of social welfare."

# **THE NORTH OF ENGLAND REFUGEE SERVICE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT - continued**

#### **Board of Trustees (The Board)**

The Company Board of Trustees has at least three persons. At every Annual General Meeting one-third of the Trustees shall retire from office. In the event that the number is not divisible by three, then the proportion to retire shall be that which is nearest to one-third. The Trustees to retire shall be those longest in office since they were last appointed or re-appointed. Where there are Trustees who have been in office for the same length of time then, in the absence of agreement, those to retire shall be selected by lot. A retiring Trustee is eligible for re-appointment provided that no-one may serve as a Trustee for more than nine consecutive years.

#### **Operational Management**

The day to day management of the Company is through the Director who reports to the Board. The staff team includes a senior finance officer, a finance officer, an administrator, four service leads and three service specialists working alongside more than 40 volunteers.

#### **Policies**

The North of England Refugee Service (NERS) holds a full range of policies regulating all aspects of its business. These are regularly updated and a list of current policies is given below:

Complaints Procedure  
Confidentiality  
Dignity at Work  
Equal Opportunity  
Health and Safety  
Internal Audit Procedure for Finance  
Safeguarding Children  
Safeguarding Vulnerable Adults  
Investment and Reserves Policy

#### **Risk Management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

#### **Induction and Training of New Trustees**

Due to the diverse nature of the trustee group, induction and training is tailored to each trustee's needs.

#### **Key Management Remuneration**

Management remuneration is reviewed every two years, most recently in 2021.

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

3643622 (England and Wales)

**Registered Charity number**

1091200

**Registered office**

2 Friars Street  
Newcastle upon Tyne  
NE1 4XA

**Trustees**

Cllr Ann Schofield - Chair

Ibrahim Diallo - Vice Chair

Edward Mutsvairo - Treasurer (appointed 15 July 2020)

Christopher Boyle (appointed 14 May 2020)

David Glendinning

Tessa Gray (appointed 1 July 2020)

Georgina Lambert (retired 24 September 2020)

Josephine Mudzingwa

Mavreen Ncube (appointed 11 June 2020)

Fiona Ranson

Hazel Williams (retired 15 July 2020)

**Company Secretary and Director**

Dr Mohamed Nasreldin

**Independent Examiner**

Read, Milburn & Co

71 Howard Street

North Shields

Tyne and Wear

NE30 1AF

**Bankers**

Virgin Money

131-135 Northumberland Street

Newcastle upon Tyne

NE1 4XF

**Solicitors**

Muckle LLP

32 Gallowgate

Newcastle upon Tyne

NE1 4BF



**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees (who are also the directors of The North of England Refugee Service Limited for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- 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 which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

Approved by order of the board of trustees on 15 December 2021 and signed on its behalf by:



Christopher Boyle - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**Independent examiner's report to the trustees of The North of England Refugee Service Limited ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

**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 your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England & Wales 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:

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.



Nicholas Liley FCA  
Institute of Chartered Accountants in England & Wales  
Read, Milburn & Co

17 December 2021

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	13,952	-	13,952	5,913
<b>Charitable activities</b>	4				
Housing		264,774	18,900	283,674	256,638
Asylum advice		-	-	-	40,000
Integration advice		-	23,300	23,300	46,100
Interpreting		69,200	-	69,200	152,125
Core		-	198,528	198,528	73,883
Investment income	3	-	-	-	350
Other income		<u>11,456</u>	<u>-</u>	<u>11,456</u>	<u>19,563</u>
<b>Total</b>		359,382	240,728	600,110	594,572
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	5				
Housing		159,991	18,900	178,891	256,638
Asylum advice		-	-	-	40,000
Integration advice		-	28,967	28,967	46,100
Interpreting		35,276	-	35,276	152,125
Core		<u>50,562</u>	<u>198,528</u>	<u>249,090</u>	<u>90,444</u>
<b>Total</b>		<u>245,829</u>	<u>246,395</u>	<u>492,224</u>	<u>585,307</u>
<b>NET INCOME/(EXPENDITURE)</b>		113,553	(5,667)	107,886	9,265
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<u>45,900</u>	<u>11,333</u>	<u>57,233</u>	<u>47,968</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>159,453</u></u>	<u><u>5,666</u></u>	<u><u>165,119</u></u>	<u><u>57,233</u></u>

The notes form part of these financial statements

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED (REGISTERED NUMBER: 3643622)**

**BALANCE SHEET  
31 MARCH 2021**

	Notes	2021 £	2020 £
<b>FIXED ASSETS</b>			
Tangible assets	12	19,527	27,022
Investments	13	<u>11,624</u>	<u>11,624</u>
		31,151	38,646
<b>CURRENT ASSETS</b>			
Debtors	14	41,830	63,049
Cash at bank and in hand		<u>233,313</u>	<u>23,102</u>
		275,143	86,151
<b>CREDITORS</b>			
Amounts falling due within one year	15	(141,175)	(67,564)
		<u>133,968</u>	<u>18,587</u>
<b>NET CURRENT ASSETS</b>			
		<u>165,119</u>	<u>57,233</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		<u>165,119</u>	<u>57,233</u>
<b>NET ASSETS/(LIABILITIES)</b>			
		<u>165,119</u>	<u>57,233</u>
<b>FUNDS</b>	18		
Unrestricted funds		159,453	45,900
Restricted funds		<u>5,666</u>	<u>11,333</u>
<b>TOTAL FUNDS</b>		<u>165,119</u>	<u>57,233</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The notes form part of these financial statements

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED (REGISTERED NUMBER: 3643622)**

**BALANCE SHEET - continued  
31 MARCH 2021**

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 15 December 2021 and were signed on its behalf by:



Christopher Boyle - Trustee

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	2021 £	2020 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	20	<u>220,497</u>	<u>41,736</u>
Net cash provided by operating activities		<u>220,497</u>	<u>41,736</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(10,286)	(32,212)
Purchase of fixed asset investments		-	(77)
Sale of fixed asset investments		-	37
Interest received		<u>-</u>	<u>274</u>
Net cash used in investing activities		<u>(10,286)</u>	<u>(31,978)</u>
		<u>                    </u>	<u>                    </u>
<b>Change in cash and cash equivalents in the reporting period</b>		210,211	9,758
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>23,102</u>	<u>13,344</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>233,313</u></u>	<u><u>23,102</u></u>

The notes form part of these financial statements

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The presentation currency of the financial statements is the Pound Sterling (£).

**Going Concern**

The financial statements are prepared on the going concern basis. In the opinion of trustees, no material uncertainties exist about the charity's ability to continue.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Income subject to VAT is stated nett of output tax at the applicable flat rate.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. All expenditure is shown inclusive of VAT where applicable.

**Allocation and apportionment of costs**

Costs are allocated to the charity's activities on the basis of fair usage of staff and facilities.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	- in accordance with the property
Office equipment	- 25% on reducing balance and 25% on cost
Computer equipment	- 33% on cost

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Investments**

In accordance with recommended practice, listed investments are included at market value. Realised and unrealised gains and losses are shown separately on the Statement of Financial Activities.

**Debtors**

Trade and other debtors (including prepayments) are recognised at the settlement amount due or amount prepaid) nett of any trade discounts.

**Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments.

**Creditors**

Creditors (including accruals) are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and accruals are recognised at their settlement amount nett of any trade discounts.

**Financial instruments**

All financial assets and financial liabilities of the charity qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.



**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**2. DONATIONS AND LEGACIES**

	2021	2020
	£	£
Donations	<u>13,952</u>	<u>5,913</u>

**3. INVESTMENT INCOME**

	2021	2020
	£	£
Bank interest receivable	-	274
Investment income	<u>-</u>	<u>76</u>
	<u>-</u>	<u>350</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

	Housing £	Integration advice £	Interpreting £
Interpreting services	-	-	69,200
Contract income	6,640	-	-
Newcastle City Council	258,134	-	-
Grants	<u>18,900</u>	<u>23,300</u>	<u>-</u>
	<u>283,674</u>	<u>23,300</u>	<u>69,200</u>
	Core £	2021 Total activities £	2020 Total activities £
Interpreting services	-	69,200	152,125
Contract income	-	6,640	6,562
Newcastle City Council	-	258,134	231,176
Grants	<u>198,528</u>	<u>240,728</u>	<u>178,883</u>
	<u>198,528</u>	<u>574,702</u>	<u>568,746</u>

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**4. INCOME FROM CHARITABLE ACTIVITIES - continued**

Grants received, included in the above, are as follows:

	2021 £	2020 £
The Henry Smith Charity	23,300	46,100
Tudor Trust	10,821	42,513
The Lloyds Bank Foundation	32,500	-
The 1989 Willan Charitable Trust	7,500	-
The AB Charitable Trust	-	20,000
Garfield Weston Foundation	-	20,000
West End Refugee Fund	18,900	18,900
National Lottery Community Fund	60,000	-
The 29th May 1961 Charitable Trust	7,500	7,500
Clothworkers Foundation	-	17,000
Community Foundation	9,870	4,870
The Sir James Knott Trust	10,000	-
Barrow Cadbury Trust	25,000	-
Job Retention Scheme	35,337	-
Other grants	-	2,000
	<u>240,728</u>	<u>178,883</u>

**5. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 6) £	Support costs (see note 7) £	Totals £
Housing	135,764	43,127	178,891
Integration advice	13,871	15,096	28,967
Interpreting	28,356	6,920	35,276
Core	<u>115,039</u>	<u>134,051</u>	<u>249,090</u>
	<u>293,030</u>	<u>199,194</u>	<u>492,224</u>

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**6. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2021	2020
	£	£
Staff costs	136,276	140,887
Client costs	124,526	131,071
Volunteer costs	730	16,021
Other staffing costs	3,142	6,036
Interpreter costs	<u>28,356</u>	<u>78,405</u>
	<u>293,030</u>	<u>372,420</u>

**7. SUPPORT COSTS**

	General support	Governance costs	Totals
	£	£	£
Housing	43,127	-	43,127
Integration advice	15,096	-	15,096
Interpreting	6,920	-	6,920
Core	<u>130,961</u>	<u>3,090</u>	<u>134,051</u>
	<u>196,104</u>	<u>3,090</u>	<u>199,194</u>

Cost	Basis of allocation
General support	Fair usage of staff and facilities
Governance costs	Fair usage of staff and facilities

**8. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation - owned assets	17,781	15,190
Independent Examiner's remuneration	3,090	3,090
Payments under operating leases	<u>147,551</u>	<u>150,656</u>

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

**10. STAFF COSTS**

	2021	2020
	£	£
Wages and salaries	202,873	221,030
Social security costs	10,033	12,395
Other pension costs	<u>6,778</u>	<u>7,186</u>
	<u>219,684</u>	<u>240,611</u>

The key management personnel, including the trustees, are listed under Reference and Administrative Details. The total employee benefits of the key management personnel including Social Security were £34,869 (2019 - £34,891).

The average monthly number of employees during the year was as follows:

	2021	2020
Management & administration	<u>12</u>	<u>14</u>

No employees received emoluments in excess of £60,000.

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	5,913	-	5,913
<b>Charitable activities</b>			
Housing	6,562	250,076	256,638
Asylum advice	-	40,000	40,000
Integration advice	-	46,100	46,100
Interpreting	152,125	-	152,125
Core	2,000	71,883	73,883
Investment income	350	-	350
Other income	<u>19,563</u>	<u>-</u>	<u>19,563</u>
<b>Total</b>	186,513	408,059	594,572
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Housing	6,562	250,076	256,638
Asylum advice	-	40,000	40,000
Integration advice	-	46,100	46,100
Interpreting	152,125	-	152,125
Core	29,894	60,550	90,444
<b>Total</b>	<u>188,581</u>	<u>396,726</u>	<u>585,307</u>
<b>NET INCOME/(EXPENDITURE)</b>	(2,068)	11,333	9,265
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<u>47,968</u>	<u>-</u>	<u>47,968</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>45,900</u></u>	<u><u>11,333</u></u>	<u><u>57,233</u></u>

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**12. TANGIBLE FIXED ASSETS**

	Improvements to property £	Office equipment £	Computer equipment £	Totals £
<b>COST</b>				
At 1 April 2020	26,703	18,174	28,161	73,038
Additions	<u>304</u>	<u>8,182</u>	<u>1,800</u>	<u>10,286</u>
At 31 March 2021	<u>27,007</u>	<u>26,356</u>	<u>29,961</u>	<u>83,324</u>
<b>DEPRECIATION</b>				
At 1 April 2020	12,871	16,321	16,824	46,016
Charge for year	<u>9,002</u>	<u>2,510</u>	<u>6,269</u>	<u>17,781</u>
At 31 March 2021	<u>21,873</u>	<u>18,831</u>	<u>23,093</u>	<u>63,797</u>
<b>NET BOOK VALUE</b>				
At 31 March 2021	<u>5,134</u>	<u>7,525</u>	<u>6,868</u>	<u>19,527</u>
At 31 March 2020	<u>13,832</u>	<u>1,853</u>	<u>11,337</u>	<u>27,022</u>

**13. FIXED ASSET INVESTMENTS**

	Listed investments £
<b>MARKET VALUE</b>	
At 1 April 2020 and 31 March 2021	<u>11,624</u>
<b>NET BOOK VALUE</b>	
At 31 March 2021	<u>11,624</u>
At 31 March 2020	<u>11,624</u>

There were no investment assets outside the UK. The portfolio continued to be managed by Fidelity Worldwide Investment during the financial year.

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021	2020
	£	£
Trade debtors	28,647	28,770
Prepayments and accrued income	<u>13,183</u>	<u>34,279</u>
	<u>41,830</u>	<u>63,049</u>

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021	2020
	£	£
Trade creditors	19,105	29,049
Social security and other taxes	3,383	3,374
VAT	2,526	4,247
Other creditors	3,161	2,103
Accruals and deferred income	<u>113,000</u>	<u>28,791</u>
	<u>141,175</u>	<u>67,564</u>

**Deferred Income**

Included within Accruals and Deferred Income are the following amounts comprising income received in advance of delivery of the related services or expenditure incurred.

	£
Balance at 1 April 2020	15,691
Released to income from charitable activities	(15,691)
Amount deferred in year	<u>94,200</u>
Balance at 31 March 2021	<u>94,200</u>

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**16. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2021 £	2020 £
Within one year	<u>23,004</u>	<u>69,571</u>

**17. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Fixed assets	13,861	5,666	19,527	27,022
Investments	11,624	-	11,624	11,624
Current assets	180,943	94,200	275,143	86,151
Current liabilities	<u>(46,975)</u>	<u>(94,200)</u>	<u>(141,175)</u>	<u>(67,564)</u>
	<u>159,453</u>	<u>5,666</u>	<u>165,119</u>	<u>57,233</u>

**18. MOVEMENT IN FUNDS**

	At 1/4/20 £	Net movement in funds £	At 31/3/21 £
<b>Unrestricted funds</b>			
General fund	45,900	113,553	159,453
<b>Restricted funds</b>			
Clothworkers Foundation	11,333	(5,667)	5,666
<b>TOTAL FUNDS</b>	<u>57,233</u>	<u>107,886</u>	<u>165,119</u>



**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**18. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	359,382	(245,829)	113,553
<b>Restricted funds</b>			
The Henry Smith Charity	23,300	(23,300)	-
Tudor Trust	10,821	(10,821)	-
The Lloyds Bank Foundation	32,500	(32,500)	-
The 1989 Willan Charitable Trust	7,500	(7,500)	-
West End Refugee Fund	18,900	(18,900)	-
National Lottery Community Fund	60,000	(60,000)	-
The 29th May 1961 Charitable Trust	7,500	(7,500)	-
Clothworkers Foundation	-	(5,667)	(5,667)
Community Foundation	9,870	(9,870)	-
Sir James Knott Trust	10,000	(10,000)	-
Barrow Cadbury Trust - COVID-19 Support Fund	25,000	(25,000)	-
Job Retention Scheme	<u>35,337</u>	<u>(35,337)</u>	<u>-</u>
	<u>240,728</u>	<u>(246,395)</u>	<u>(5,667)</u>
<b>TOTAL FUNDS</b>	<u><u>600,110</u></u>	<u><u>(492,224)</u></u>	<u><u>107,886</u></u>

**Comparatives for movement in funds**

	At 1/4/19 £	Net movement in funds £	At 31/3/20 £
<b>Unrestricted funds</b>			
General fund	47,968	(2,068)	45,900
<b>Restricted funds</b>			
Clothworkers Foundation	-	11,333	11,333
	<u>-</u>	<u>11,333</u>	<u>11,333</u>
<b>TOTAL FUNDS</b>	<u><u>47,968</u></u>	<u><u>9,265</u></u>	<u><u>57,233</u></u>

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**18. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	186,513	(188,581)	(2,068)
<b>Restricted funds</b>			
The Henry Smith Charity	46,100	(46,100)	-
Tudor Trust	42,513	(42,513)	-
Newcastle City Council	231,176	(231,176)	-
The AB Charitable Trust	20,000	(20,000)	-
Garfield Weston Foundation	20,000	(20,000)	-
West End Refugee Fund	18,900	(18,900)	-
The 29th May 1961 Charitable Trust	7,500	(7,500)	-
Clothworkers Foundation	17,000	(5,667)	11,333
Community Foundation	<u>4,870</u>	<u>(4,870)</u>	<u>-</u>
	<u>408,059</u>	<u>(396,726)</u>	<u>11,333</u>
<b>TOTAL FUNDS</b>	<u>594,572</u>	<u>(585,307)</u>	<u>9,265</u>

The Henry Smith Charity fund is a grant received towards the appointment of an advice worker to support service users in Tyne & Wear.

The Tudor Trust fund is a grant received towards the post of Director.

The Lloyds Bank Foundation funding is secured from the Department for Digital, Culture, Media and Sport under the Community Match Challenge Emergencies Partnership

Additional emergency funding, designed to mitigate the impact of the Coronavirus pandemic was received from the National Lottery Community Fund and the Barrow Cadbury Trust.

Income received and resources expended under the Newcastle City Council fund comprise housing benefit and related costs; and the Refugee Wellbeing Programme.

The Clothworkers Foundation provided funding for the purchase of IT equipment, the balance on the fund represents the book value of the assets acquired.

The other restricted funds relate to various projects run by the charity to support its primary objectives as noted in the Trustees report.

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**19. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2021.

**20. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING  
ACTIVITIES**

	2021 £	2020 £
<b>Net income for the reporting period (as per the Statement of Financial Activities)</b>	107,886	9,265
<b>Adjustments for:</b>		
Depreciation charges	17,781	15,190
Recognised (losses)/gains on investments	-	1
Interest received	-	(274)
Decrease in debtors	21,219	29,582
Increase/(decrease) in creditors	<u>73,611</u>	<u>(12,028)</u>
<b>Net cash provided by operations</b>	<u><u>220,497</u></u>	<u><u>41,736</u></u>

**21.. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1/4/20 £	Cash flow £	At 31/3/21 £
<b>Net cash</b>			
Cash at bank and in hand	<u>23,102</u>	<u>210,211</u>	<u>233,313</u>
	<u>23,102</u>	<u>210,211</u>	<u>233,313</u>
<b>Total</b>	<u><u>23,102</u></u>	<u><u>210,211</u></u>	<u><u>233,313</u></u>

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**22. LEGAL STATUS**

North of England Refugee Service is a company limited by guarantee, registered in England and Wales and has no share capital. The company's registered number and registered office address can be found within Reference and Administrative Details.

The liability of the members is limited. Every member of the charitable company undertakes to contribute such amount as may be required (not exceeding £1) to the charitable company's assets if it should be wound up while s/he is a member or within one year after s/he ceases to be a member, for payment of the charitable company's debts and liabilities contracted before s/he ceases to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories themselves.

**THE NORTH OF ENGLAND REFUGEE SERVICE  
LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021**

	2021 £	2020 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	13,952	5,913
<b>Investment income</b>		
Bank interest receivable	-	274
Investment income	<u>-</u>	<u>76</u>
	-	350
<b>Charitable activities</b>		
Interpreting services	69,200	152,125
Contract income	6,640	6,562
Newcastle City Council	258,134	231,176
Grants	<u>240,728</u>	<u>178,883</u>
	574,702	568,746
<b>Other income</b>		
Rental income	10,316	2,808
Student placement income	360	5,225
Other income	<u>780</u>	<u>11,530</u>
	<u>11,456</u>	<u>19,563</u>
<b>Total incoming resources</b>	600,110	594,572
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	125,847	129,421
Social security	6,224	7,258
Pensions	4,205	4,208
Client costs	124,526	131,071
Volunteer costs	730	16,021
Other staffing costs	3,142	6,036
Carried forward	264,674	294,015

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**THE NORTH OF ENGLAND REFUGEE SERVICE  
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**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021**

	2021 £	2020 £
<b>Charitable activities</b>		
Brought forward	264,674	294,015
Interpreter costs	<u>28,356</u>	<u>78,405</u>
	293,030	372,420
<b>Support costs</b>		
<b>General support</b>		
Wages	77,026	91,609
Social security	3,809	5,137
Pensions	2,573	2,978
Rent and rates	35,841	39,507
Insurance	5,771	4,182
Light and heat	249	1,137
Telephone	19,463	13,285
Postage and stationery	4,446	8,607
Sundries	2,374	3,872
Cleaning	2,413	5,101
Repairs and renewals	7,342	1,213
IT costs	12,517	13,585
Professional fees	4,434	4,233
Bank charges	65	161
Depreciation of tangible fixed assets	<u>17,781</u>	<u>15,190</u>
	196,104	209,797
<b>Governance costs</b>		
Accountancy and legal fees	<u>3,090</u>	<u>3,090</u>
Total resources expended	<u>492,224</u>	<u>585,307</u>
<b>Net income</b>	<u><u>107,886</u></u>	<u><u>9,265</u></u>

This page does not form part of the statutory financial statements