



Great Yarmouth Refugee & Outreach Support Limited

A company limited by guarantee and registered charity

Company registration number 04620448

Charity number 1110281

FINANCIAL STATEMENTS

For the year ended

31st March 2021

ACORN Centre

8-9 Regent Street

Great Yarmouth

Norfolk

NR30 1RN



FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

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TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31st March 2021

The trustees, who are also directors for the purposes of company law. Have pleasure of presenting their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

REFERENCE AND ADMINISTRATIVE DETAILS:

Registered charity name: Great Yarmouth Refugee & Outreach Support Limited

Company registration number 04620448

Charity registration number 1110281

Principle and Registered Office: ACORN Centre
8-9 Regent Street
Great Yarmouth
Norfolk
NR30 1RN

THE TRUSTEES

The Trustees and Directors serving the Charity and Company at the approval of the report were as follows:

Ms Jennifer Eaton (Chair)
Ms Sue Loades (Vice Chair)
Ms Jennifer Newcombe (Treasurer)
Ms Monika Rodwell
Ms Matilda Humphreys (Appointed 23 January 2021)
Mr Tony Dailide (Appointed 19 March 2021)
Mr Olu Ogunnowo (Appointed 19 March 2021)

Senior Management Team serving the Charity and Company at the approval of the report were as follows:

Ms Armine Nikoghosyan
Ms Inese Brencane
Dr Louise Humphries

Bankers:

The Cooperative Bank
PO Box 250, Delf House, Southway, Skelmersdale WN8 6WT

Independent examiners:

Mr N J Fenn
Fenn & Co
The Office, 4a Allendale Road, Caister on Sea, Norfolk NR30 5ES

Trustees Annual Report

• Our Aims and Objectives

Purpose & Aims

Our purposes as set out in the objects contained within the company's Memorandum of Association are to:

Relieve poverty, hardship and distress, in particular but not exclusively for people seeking asylum, migrant workers and refugees in Norfolk and the surrounding districts by;

- Proving support services to enable the said persons to live independently and participate more fully in society
- Advancing the education of the public about the issues of asylum seekers, refugees and people of diverse ethnic origin in order to promote rehabilitation and integration

Ensuring our work delivers our aims

We review our aims, objectives and activities each year. We monitor and review the outcomes of our work, looking at the success of each activity and the impact and public benefit our activities have on the people we are here to support.

Throughout the year we consult with service users (current, past and future) through an on-going survey and regular focus groups.

We are an organisation 'led by experience' in terms of our Governance, senior management, frontline staff and volunteers.

Who used and benefited from our services?

We support vulnerable people living in Norfolk and Suffolk who have a migrant background. This may include asylum seekers, refugees, vulnerable EU nationals.

Often, new clients contact us at a point of crisis. During the initial meeting we undertake a holistic triage and needs assessment. This often results in identifying numerous other unmet needs. Staff develop a support plan for people which is reviewed and followed up. The top issues faced by our clients are:

- Immigration issues (overwhelmingly the largest number of enquiries this year)
- Benefit enquiries
- Housing (including homelessness)
- Safeguarding (including DA victims, exploitation, destitution)

In Year 2020/21 we supported 3939 people with 9828 cases.

The nationalities of our client group have changed over the last five years. Overall Portuguese (of which 50% originate from a former Portuguese colony including Guinea-Bissau, East Timor, Cape Verde, Sao Tome, Angola) remain our largest client group, Romanians are now the second largest client group (with 6% identifying as ethnically Roma); Lithuanian then Polish and Latvian. Our work in Suffolk seeks a more diverse client group with Iraqi and Afghani our two largest non-EU client groups.

Normally, we would also have all our community activities to report on such as the Community Café in Great Yarmouth, however with the pandemic our community activities have been very limited. We ran an online Job Club for people looking to get into work or change jobs. In the Autumn we started a wellbeing group for clients called 'Time to Listen' combining ESOL embedded conversations, walking and friendship. However,

new restrictions later in 2020 saw this group go online too. Pre-ESOL learning has restarted but in smaller, covid secure groups. We hope to restart our other community activities in 2022.

Achievements & performance

As an organisation we strive for the highest quality of service provision to our clients and partner agencies. To support this aim we are accredited by The Office of Immigration Services (OISC) to Level 2 for Immigration advice; the Financial Conduct Authority for money and debt advice and MATRIX for our Information, advice and guidance service.

We invest in staff CPD to improve formal qualifications they hold, for example new advice staff undertake a Level 2 in IAG, advisors start with Level 2 in Community Interpretation and develop up to full translator qualifications. Advisors working in Debt are qualified as Money and Debt Advisors through the IMA.

Through our research link with Cambridge University and other links through our funders we have been invited to contribute to regional and national conferences, and regularly contribute evidence to support academic and practitioner papers, articles and blogs. This helps to build our 'brand' but perhaps more importantly, helps to get our clients' voices heard by people who design policies and systems that many of our clients struggle to flourish through.

Our biggest achievement this year has been our ability to redesign our face-to-face service to a remote, pandemic compliant service. By doing this, we have been able to reach and support more clients than ever. This was made possible by the co-operation and enthusiasm of our staff and the funders who provided monies for new laptops, mobile phones, PPE and new cloud-based CRM/ client database and new use of social media. Going forward to aim to manage a hybrid of face to face and remote service provision.

• Financial Review

Restricted funds are funds that can only be used for a particular restricted purpose within the objects of the charity. Such restrictions arise when specified by the donor. Any funds restricted for the purpose of capital expenditure are transferred to the unrestricted funds when spent as the restriction has been discharged by the acquisition.

Restricted funds are listed in Note 13 in a later section. We continue to be committed to securing funding from numerous sources in order to reduce the vulnerability of the organisation.

Unrestricted funds are funds that are available for use at the discretion of the trustees in accordance with the charitable objectives.

Against a backdrop of huge change and insecurity as a result of the Covid Pandemic we have continued to adapt and fund our service offering. We were successful in several short term covid support funds totalling £135,784 from a combination of Barrow Cadbury, The Clothworkers Foundation, Norfolk Community Foundation, Respond and Adapt and The National Lottery Coronavirus Community Support Fund.

As part of the Respond and Adapt funding we also secured support through the Lloyds Bank Foundation to enhance our financial procedures. This has resulted in much stronger financial management within the charity across all our finance functions, from our daily procedures to monthly management accounts for Governance and annual submissions.

Principle Funding sources

The National Lottery Community Fund is our core funder and gives us the strength of structure to secure other funding. As well as the Covid Crisis response funding we have also secured funding from Access to

Justice who have also, on competition of the funding last year, invited us into a second round for Immigration services in following financial year.

For several years we have benefited from income generated from our community café in Great Yarmouth. This closed in March 2020 and remains closed due to pandemic restrictions and priorities of our landlord, Norfolk County Council. This income averaged around £20k unrestricted funds for the charity so leaves a much-needed hole in income.

As a charity we are constantly looking at how we can generate income streams to fund our frontline delivery and build our Reserves. We are thus looking at generating income for the charity through research and consultancy services, training and paid for Immigration Service.

Reserves Policy

Our Reserves Policy remains between 3-6 months of operating costs. Reserves can be used as working capital for contracts in which we are paid retrospectively for services provided (e.g. We are Digital Contract), to help fund pilot or test and develop new services/ projects, to administer food, accommodation, fuel, clothing, to destitute clients in crisis through our 'Crisis Fund' and to wind up the charity if needed.

Our budgeted expenditure for 2021/22 is £26,000 per month so our current Reserves stand at 5 months running costs. The charity has also designated some of these Reserves to secure better accommodation for staff.

• Future Plans

The National Lottery Community Fund ends July 2023 although there is a big drop off in funding for Year 4 (August 2022 onwards). This is crucial to our core operation as it funds our core service delivery and gives us the platform from which to enhance service provision through smaller, short-term funds. Our funding focus is therefore to secure more longer-term funding.

We are regulated to deliver Immigration Advice through the Office of Immigration Services Commissioner (OISC) up to Level 2. Our **Immigration Service** continues to grow through support from The National Lottery Community Fund and Access to Justice Community Justice Fund. This funding allows us to upskill and develop staff. Most frontline staff are now accredited to OISC for EUSS. We also have additional staff becoming OISC Level 1 regulated and existing Level 1 staff progressing to Level 2 in Immigration and also Asylum and Protection. In the next Financial Year we will look to develop a paid for Immigration Service for people living outside of our funded areas, who can afford to pay. This income will allow us to continue funding a free service for those in need.

We have continued to develop our **research services and expertise** which includes links with several universities, including Cambridge University through the ESRC funded 'UK in a Changing Europe'. We are also now developing a regional infrastructure organisation 'Migration Matters East' to build on these research links, support other small specialist frontline migrant organisations in the East and ensure we can provide robust information to help shape system design and policy.

Due to uncertain funding in previous years our accommodation for staff has been developed on the goodwill of other organisations who have tried to accommodate us as best they can. During the next year Trustees will look to secure better quality and more secure accommodation for staff to operate from.

• Structure, Governance and Management

Governing document

The organisation was constituted in 1998, registered as a company limited by guarantee on 18 December 2002 and registered as a charity on 30 June 2005.

The company was established under a Memorandum of Association which established the powers and objects of the charitable company and is governed under its Articles of Association.

Trustee Recruitment

The Directors of the Company are also Charity Trustees for the purposes of charity law.

All trustees give their time voluntarily and do not receive any benefits from the charity. Any expenses paid to Trustees are listed in Note 7 of the accounts. During this financial year there has been little travel so few out of pocket expenses have been claimed.

Methods, policies and procedures are in place for the recruitment, appointment, induction and training of new trustees. Given the nature of our work we undertake with destitute people primarily with a migrant background we seek to ensure the views of our client group are reflected in the diversity of the Trustees.

Potential trustees are contacted by the manager and invited to meet with the Chair of Trustees, having completed an application form. They are then invited to attend a Board Meeting as an observer to assess their suitability to become a Trustee. They may then be invited to another Board Meeting where both discuss their suitability, and a vote is taken by existing trustees.

This year we recruited 3 new trustees each bringing a specific 'lived experience' or expertise to the group.

Risk Management

A review of the major risks is traditionally undertaken annually. However, given the challenges of the year throughout the pandemic we have reviewed the Risk Register at Monthly Governance meetings.

Organisational Structure

The charity has a Management Committee comprising of 7 Trustees and Directors. These 7 members represent a range of professional skills and life experiences.

The Management Committee meets monthly together and with senior staff following a template agenda. These meetings went online during the pandemic lockdown.

A scheme of delegation is in place with senior management in terms of day-to-day delivery of services. There are also several key procedure documents in place covering financial procedures, Safeguarding, data protection, Health and Safety, equality and diversity, for example. These are reviewed by Trustees annually

Registered Office:
ACORN Centre
8-9 Regent Street
Great Yarmouth
Norfolk
NR30 1RN

Signed by order of the Trustees

Jennifer Newcombe
Trustee & Treasurer


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20 December 2021

I report on the accounts of the charity for the year ended 31 March 2021 set out on pages 9 to 19 .

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER

The charity's trustees (who are also the directors of Gt. Yarmouth Refugee & Outreach Support Ltd for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144 of the Charities Act 2011 and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- Examine the accounts (under section 145 of the Charities Act)
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with the 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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 accounts 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 to my examination, no matter has come to my attention:

(1) Which gives me reasonable cause to believe that in any material respect the trustees have not met the requirements:-

- To keep accounting records in accordance with section 130 of the Charities Act
- To prepare Accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name:

N. J. Fenn

Address:

The Office, 4a Allendale Road, Caister-On-Sea
Great Yarmouth, Norfolk NR30 5ES

Professional Qualification:

Association Of Chartered Certified Accountants

N. J. Fenn 20th December 2021

GREAT YARMOUTH REFUGEE & OUTREACH SUPPORT LIMITED
Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2021

	Note	Unrestricted £	Restricted £	2021 Total £	Unrestricted £	Restricted £	2020 Total £
Income from:							
Donations and grants	2	9,677	332,047	341,724	-	228,180	228,180
Charitable activities							
Training, research and other		13,358	-	13,358	43,070	-	43,070
Other trading activities – café takings		-	-	-	18,367	-	18,367
Investment Income		-	-	-	-	-	-
Total Income		23,035	332,047	355,082	61,437	228,180	289,617
Expenditure on:							
Charitable activities							
Providing settlement and Integration support services for immigrants		15,720	213,867	229,587	16,434	188,619	205,053
Support costs		9,638	34,983	44,621	6,580	20,788	27,368
Total expenditure		25,358	248,850	274,208	23,014	209,407	232,421
Net Income / (expenditure) for the year	4	(2,323)	83,197	80,874	38,423	18,773	57,196
Transfers between funds		49,325	(49,325)	-	-	-	-
Net movement in funds	13	47,002	33,872	80,874	38,423	18,773	57,196
Reconciliation of funds:							
Total funds brought forward		80,860	48,422	129,282	42,437	29,649	72,086
Total funds carried forward		127,862	82,294	210,156	80,860	48,422	129,282

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 13 to the financial statements.

GREAT YARMOUTH REFUGEE & OUTREACH SUPPORT LIMITED
Balance sheet

Company no. 04620448

As at 31 March 2021

	Note	£	2021 £	£	2020 £
Fixed assets:					
Tangible assets	9		13,489		5,541
Current assets:					
Debtors	10	7,411		10,606	
Cash at bank and in hand		221,525		124,800	
		<u>228,936</u>		<u>135,407</u>	
Liabilities:					
Creditors: amounts falling due within one year	11	32,269		11,666	
		<u></u>		<u></u>	
Net current assets / (liabilities)			<u>196,667</u>		<u>123,741</u>
Total assets less current liabilities			<u>210,156</u>		<u>129,282</u>
			<u></u>		<u></u>
Total net assets / (liabilities)	12		<u>210,156</u>		<u>129,282</u>
			<u></u>		<u></u>
The funds of the charity:	13				
Restricted income funds			82,294		48,422
Unrestricted income funds:					
Designated funds		-		-	
General funds		127,862		80,860	
		<u></u>		<u></u>	
Total unrestricted funds			<u>127,862</u>		<u>80,860</u>
Total charity funds			<u>210,156</u>		<u>129,282</u>

The charitable company is entitled to exemption from audit under section 477 of the Companies Act 2006 for the year ending 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.

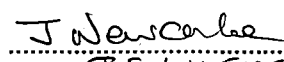
The Trustees acknowledge their responsibilities for

(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 special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

Approved by the Trustees on 20/12/21 and signed on their behalf by


NAME JENNIFER - Trustee
NEWCOMBE

GREAT YARMOUTH REFUGEE & OUTREACH SUPPORT LIMITED

Notes to the financial statements

For the year ended 31 March 2021

1 Accounting policies

a) Basis of preparation

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) 2019, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

b) Public benefit entity

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

c) Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

There are no key judgements that the charitable company has made which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

e) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Notes to the financial statements

For the year ended 31 March 2021

1 Accounting policies (continued)

f) Expenditure and Irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose
- Expenditure on charitable activities includes the costs of provision of space and services undertaken to further the purposes of the charity and their associated support costs
- Other expenditure represents those items not falling into any other heading

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

g) Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

h) Tangible fixed assets

Items of equipment are capitalised. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

- Equipment 20% reducing balance

i) Pensions

Employer contributions to employees defined contribution pension schemes are charged to Statement of Financial Activities during the year.

2 Income from donations and grants

	Unrestricted £	Restricted £	2021 Total £	2020 Total £
Donations	676	–	676	–
Grants	9,001	332,047	341,048	228,180
	<u>9,677</u>	<u>332,047</u>	<u>341,724</u>	<u>228,180</u>

3 Income from charitable activities

	Unrestricted £	Restricted £	2021 Total £	2020 Total £
Training, research & Other income	13,358	–	13,358	43,069
Café takings	–	–	–	18,367
Total income from charitable activities	<u>13,358</u>	<u>–</u>	<u>13,358</u>	<u>61,436</u>

GREAT YARMOUTH REFUGEE & OUTREACH SUPPORT LIMITED
Notes to the financial statements

For the year ended 31 March 2021

3 Analysis of expenditure

	Providing settlement & integration support services for immigrants £	Support costs £	2021 Total £	2020 Total £
Staff costs (Note 5)	200,972	-	200,972	163,991
Subscription and database	12,749	-	12,749	1,882
Client support	2,764	-	2,764	10,393
Staff training	7,697	-	7,697	5,713
Staff travel and subsistence	5,106	-	5,106	23,026
Recruitment	298	-	298	48
Telephone and utilities	-	3,697	3,697	3,535
Print, postage and sundry	-	2,585	2,585	2,018
Rent and Insurance	-	5,772	5,772	10,363
Health and Safety	-	1,896	1,896	-
Office supplies	-	2,231	2,231	577
Depreciation	-	3,372	3,372	1,385
Advertising/Promotion	-	3,000	3,000	-
Accounting, admin support and independent	-	19,088	19,088	9,490
Works for Covid safety	-	2,982	2,982	-
Total expenditure on charitable activities	229,586	44,623	274,209	232,421

Of the total expenditure, £25,358 was unrestricted (2020: £23,014) and £248,850 was restricted (2020: £209,407).

Support costs are costs incurred to facilitate charitable activities of the charity.

GREAT YARMOUTH REFUGEE & OUTREACH SUPPORT LIMITED
Notes to the financial statements

For the year ended 31 March 2021

4 Net Incoming resources for the year

This is stated after charging / crediting:

	2021 £	2020 £
Depreciation	3,372	1,385
Independent examination	1,920	2,160
	<u>5,292</u>	<u>3,545</u>

5 Analysis of staff costs, Trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2021 £	2020 £
Salaries and wages	179,485	151,717
Social security costs	18,886	10,250
Employer's contribution to defined contribution pension schemes	2,601	2,024
	<u>200,972</u>	<u>163,991</u>

No employee earned more than £60,000 during the year (2020: nil).

The total employee benefits including pension contributions of the key management personnel were £73,003 (2020: £52,674)

The charity Trustees were not paid or received any other benefits from employment with the charity in the year (2020: £nil). No charity Trustee received payment for professional or other services supplied to the charity (2020: £nil).

No Trustees received payments for reimbursement of travel and subsistence costs relating to attendance at meetings of the trustees (2020: nil).

6 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2021 No.	2020 No.
Number of apprenticeships	1.0	1.0
Number of Frontline Delivery Staff	7.0	5.0
Number of Café Staff	-	1.0
Number of administrative staff	1.0	1.0
Number of management staff	2.0	1.0
	<u>11.0</u>	<u>9.0</u>

GREAT YARMOUTH REFUGEE & OUTREACH SUPPORT LIMITED
Notes to the financial statements

For the year ended 31 March 2021

7 Related party transactions

Jenny Eaton (Trustee) provided professional services to support covid response with remote working £3000.

No Trustees received payments for travel in this financial year, but in the previous financial year one trustee received £216.

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

8 Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

9 Tangible fixed assets

	Equipment £	Total £
Cost or valuation		
At the start of the year	27,927	27,927
Additions in year	11,320	11,320
At the end of the year	39,247	39,247
Depreciation		
At the start of the year	22,386	22,386
Charge for the year	3,372	3,372
At the end of the year	25,758	25,758
Net book value		
At the end of the year	13,489	13,489
At the start of the year	5,541	5,541

All of the above assets are used for charitable purposes.

10 Debtors

	2021 £	2020 £
Other debtors	7,411	10,606
	7,411	10,606

GREAT YARMOUTH REFUGEE & OUTREACH SUPPORT LIMITED
Notes to the financial statements

For the year ended 31 March 2021

11 Creditors: amounts falling due within one year

	2021 £	2020 £
Taxation and social security	62	–
Other creditors	757	11,666
Accruals	14,723	–
Deferred income	16,727	–
	<u>32,269</u>	<u>11,666</u>

12 Analysis of net assets between funds at the end of year

	General unrestricted £	Designated £	Restricted £	Total funds £
Tangible fixed assets	13,489	–	–	13,489
Net current assets	114,373	–	82,294	196,667
Net assets at the end of the year	<u>127,862</u>	<u>–</u>	<u>82,294</u>	<u>210,156</u>

Analysis of net assets between funds at the start of year

	General unrestricted £	Designated £	Restricted £	Total funds £
Tangible fixed assets	5,541	–	–	5,541
Net current assets	75,319	–	48,422	123,741
Net assets at the end of the year	<u>80,860</u>	<u>–</u>	<u>48,422</u>	<u>129,282</u>

GREAT YARMOUTH REFUGEE & OUTREACH SUPPORT LIMITED
Notes to the financial statements

For the year ended 31 March 2021

13 Movements in funds

	At the start of the year £	Income & gains £	Expenditure & losses £	Transfers £	At the end of the year £
During the year					
Restricted funds:					
Access to Justice	-	20,000	(13,350)	-	6,650
AMIF	350	-	-	-	350
Barrow Cadbury Trust	-	40,070	(31,590)	(8,480)	-
BBO TMP	567	31,776	(21,228)	(11,115)	-
Clothworkers	-	4,415	(146)	(4,269)	-
Controlling Migration Fund 2	3,198	-	(690)	(2,508)	-
The National Lottery Community Fund	24,908	114,440	(86,293)	(17,168)	35,887
Crisis Fund	(442)	325	(1,344)	1,357	(104)
Job Club	896	-	(896)	-	-
Job Club 2	-	17,000	(5,849)	(1,104)	10,047
NCF Covid-19	-	14,813	(13,306)	(1,401)	106
NTW	9,192	8,722	(9,479)	(1,485)	6,950
PPT	7,235	-	(4,795)	-	2,440
Response & Adapt	-	30,000	(13,124)	(1,000)	15,876
SCONE	366	-	-	-	366
Selig	2,100	-	-	(2,100)	-
Sylvia Adams Foundation	-	4,000	(4,000)	-	-
TNL Covid	-	46,486	(42,760)	-	3,726
WAD	52	-	-	(52)	-
Total restricted funds	48,422	332,047	(248,850)	(49,325)	82,294
Unrestricted funds:					
General funds	80,860	23,035	(25,358)	49,325	127,862
Total unrestricted funds	80,860	23,035	(25,358)	49,325	127,862
Total funds	129,282	355,082	(274,208)	-	210,156

GREAT YARMOUTH REFUGEE & OUTREACH SUPPORT LIMITED
Notes to the financial statements

For the year ended 31 March 2021

13 Movements in funds (continued.....)

During previous year	At the start of the year £	Income & gains £	Expenditure & losses £	Transfers £	At the end of the year £
Restricted funds:					
AMIF	-	350	-	-	350
BBO TMP	2,666	48,966	(51,065)	-	567
BLF Development Grant	3,254	-	(3,254)	-	-
Children in Need	1,208	-	(1,208)	-	-
Controlling Migration Fund	10,047	9,054	(19,101)	-	-
Controlling Migration Fund 2	-	30,949	(27,751)	-	3,198
CPP	-	85,817	(60,909)	-	24,908
Crisis Fund	68	-	(510)	-	(442)
Job Club	-	15,900	(15,004)	-	896
NTW	8,363	24,108	(23,279)	-	9,192
PPT	-	14,560	(7,325)	-	7,235
SCONE	366	-	-	-	366
Selig	-	2,142	(42)	-	2,100
Shelroy	3,676	-	(3,676)	-	-
WAD	-	100	(48)	-	52
Rounding difference	1	-	(1)	-	-
Total restricted funds	29,649	231,946	(213,173)	-	48,422
Unrestricted funds					
<u>General funds</u>	<u>42,437</u>	<u>61,437</u>	<u>(23,014)</u>	<u>-</u>	<u>80,860</u>
Total unrestricted funds	42,437	61,437	(23,014)	-	80,860
Total funds	72,086	293,383	(236,187)	-	129,282

Transfers

Transfers' Represent items that have been capitalised and project management fees & Contribution to overheads from the different funded projects. Transfer from NTW to general funds is due to expenditure relating to this project initially being paid out of general funds.

Purposes of restricted funds

Access To Justice Foundation Community Justice Fund provided additional funding for additional legal advisor time, capacity building within the team and time to collate and share information that can help improve access to justice in our local area for our vulnerable migrant communities. This was short term funding for second half of the year. Through this time it has brought GYROS into useful partnerships for 'everyday law' that have continued to develop after the end of the funding.

AMIF funding for the Ubagari4women project ended in December 2019 but in June-July 2020 we underwent a full EU audit. As a result, we have 360 euros of disallowed expenditure thus this funding sits in the fund.

Barrow Cadbury was short term Covid funding for staff time (new staff and some additional hours for existing staff). We also started a 'Time to Listen' programme to support client wellbeing. We have maintained this programme with an on-line group and hope to secure future funding to run it as an in person programme again.

BBO project On Track is managed by the lead partner The Matthew Project and supports young people in Norfolk who are not in education, employment or training (NEET) or at Risk of NEET in school (RONIS). It is co funded by The National Lottery Community Fund and the European Social Fund. During the pandemic we lost frontline staff to other roles and could not recruit so we had a break from frontline delivery. Indeed, new frontline staff were only appointed in November 2021.

For the year ended 31 March 2021

13 Movements in funds (continued.....)

The Clothworkers Foundation grant came in at the beginning of the financial year and allowed us to buy new equipment for staff to work remotely. This was much needed as prior to this, advisors didn't have designated phones or laptops that could support ZOOM meetings. Equally, with lockdown staff were printing and posting for clients which required printers, shredders, lockable boxes.

Controlling Migration Fund funded multi-lingual Drop In Information, Advice, Advocacy and Guidance (IAAG) sessions in Ipswich.

CPP is the four-year Community Pathway Partnership funded by the National Lottery Community Fund. In partnership with Keystone Development Trust in Thetford and ACCESS in Kings Lynn this funds our core service and operation. Embedded within the programme design is research and monitoring and evaluation so we can better tell our story and disseminate information that can help shape and transform systems to better meet the needs of our communities.

Crisis Fund is an internal fund that we use as emergency support for clients. We fund through donations and, when the café was operating, surpluses from café activities. Often our clients do not meet criteria for crisis funding so we use this for one-off essentials, emergency accommodation, travel to renew ID which gives us time to unpick people's status.

Job Club is funded by Great Yarmouth Borough Council to help local residents get into work or to get into better paid, less precarious work. We achieve this through 121 support for CVs, application forms, interviews, maintain a vacancies forum and deliver ESOL embedded learning. During this year we switched to online provision.

Norfolk Community Foundation Covid Fund helped us at the beginning of lockdown with practical items - new IT, developing social media to communicate with clients, and some additional staff time.

People's Postcode Trust funded our community café in the Central Library in Great Yarmouth to run community events such as 'Feast of Nations'. This all stopped in March 2020 and thus the funding is on hold ready to restart the sessions once pandemic restrictions are lifted and people feel safe to participate.

Respond and Adapt as an invitation only funding cover support our on-going activity. It allowed us to invest in a new client database. It also funded wellbeing activity for staff, being experience led many struggled working at home and growing complexity of casework. We introduced several activities (Staff Book Club, buddy system) and developed a Pastoral Supervision process. This funding also linked us into inspiring networks and training opportunities, some of these connections are now on-going.

SCONE funding is outstanding from previous year to undertake health research. We are holding it to run an additional piece of health related research in the future.

Sylvia Adams funding allowed us to recruit a much needed Romanian speaking advisor in Ipswich at the start of lockdown.

TNL Covid funding from DCMS provided short term funding for additional multi-lingual advisor and caseworker time which helped us deal with growing complexity of client casework. It also funded changes to our office which allowed us to be Covid compliant meaning staff could work from the office (as many had struggled working from home). The funding also helped us buy H&S equipment to restart face to face delivery with clients.

14 Legal status of the charity

Great Yarmouth Refugee & Outreach Support is a company limited by guarantee (and has obtained registered charity status) governed by its memorandum and articles of association. The liability of each member in the event of winding up is limited to £10.