



Supporting and empowering young people

**Hillingdon
Refugee
Support
Organisation**

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HILLINGDON REFUGEE SUPPORT ORGANISATION

**FINANCIAL STATEMENTS AND TRUSTEES ANNUAL
REPORT FOR THE YEAR ENDED 31ST MARCH 2025**

Charity Registration Number: 1125656
Company Registration Number: 06550294



**HILLINGDON REFUGEE SUPPORT ORGANISATION
TRUSTEES REPORT
FOR THE YEAR ENDED 31 MARCH 2025**

The Hillingdon Refugee Support Organisation (HRSO) is a charitable company limited by guarantee. It was incorporated on 31st March 2008 and registered as a charity on 27th October 2008. The organisation continues to trade as Hillingdon Refugee Support Group (HRSG).

GOVERNING DOCUMENT

The Memorandum of Association establishes the objects and the power of the organisation, and it is governed under the rules set out in the Articles of Association.

TRUSTEES

Rev Harrison Daniel Otieno (Ndale) (Chairman)
Mr Chukwuma Fidel Nkwodinmah
Mildred Atubo (Treasurer)
Tatinder Singh Virdee
Abigale Tessema

SECRETARY

Ms Freda Ritchie

REGISTERED OFFICE

Key House, 106 High Street, Yiewsley, West Drayton, Middlesex, UB7 7BQ

CHARITY REGISTRATION NUMBER

1125656

COMPANY REGISTRATION NUMBER

06550294

INDEPENDENT EXAMINER

Colin Hamilton ACCA, Director, Ward Williams Limited Chartered Accountants, Bay Lodge, 36 Harefield Road, Uxbridge, Middlesex, UB8 1PH.

BOOKKEEPER

Moses Sarquah

BANKERS

Lloyds TSB Bank, West Drayton Branch, Lloyds TSB Bank plc, PO. Box 1000, BX1 1LT

**HILLINGDON REFUGEE SUPPORT ORGANISATION
TRUSTEES REPORT
FOR THE YEAR ENDED 31 MARCH 2025**

CHAIRMAN'S REPORT

Reflections on 2024/2025

This past year has brought both significant challenges and meaningful growth for the Hillingdon Refugee Support Organisation. As we reflect on 2024/2025, we do so with pride in our progress and clarity about the work ahead.

Our services have expanded in response to growing demand, with more young refugees and asylum seekers turning to us for support. This increase reflects the trust placed in us by young people, professionals, and local authorities. Our impact now extends beyond Hillingdon, with strengthened partnerships in Ealing, Harrow, Kent, and Hounslow, further evidence of our reputation for high-quality, youth-centred support.

However, this growth has tested our capacity. Our small but committed team has been stretched, managing rising workloads with limited resources. While we have remained responsive, further investment in staff and infrastructure is now essential to sustain both quality and reach.

In the face of these pressures, our team has shown exceptional commitment. I want to extend my deepest thanks to our Managing Director, staff, and volunteers, who continue to ensure that no young person is left behind. Their resilience and dedication remain at the heart of our success.

We are also grateful to our funders, whose continued support underpins everything we achieve. Your investment provides vital stability, allowing us to offer hope and opportunity in uncertain times.

To our partners—including the London Borough of Hillingdon's Social Services, the Hillingdon Virtual School, and local education and youth organisations—thank you for working with us to help young people not only settle but also thrive.

Finally, I would like to thank our Board of Trustees for their strong governance and strategic leadership. Your efforts have ensured our financial resilience and positioned us for continued impact.

As we look to the future, we remain focused on adapting to the evolving needs of the young people we serve. With your ongoing support, we are committed to building a future where every refugee and asylum-seeking young person has the opportunity to thrive.

Rev Harrison Daniel Otieno (Ndale)



CHAIRMAN

**HILLINGDON REFUGEE SUPPORT ORGANISATION
TRUSTEES REPORT
FOR THE YEAR ENDED 31 MARCH 2025**

TREASURERS STATEMENT

I want to extend my heartfelt thanks to our funders, whose continued generosity has been vital in sustaining the work of the Hillingdon Refugee Support Organisation over the past year. Your support has allowed us to respond to rising demand, deliver consistent services, and make a meaningful difference in the lives of young refugees and asylum seekers. We are deeply grateful for the trust you place in us.

The year 2024–2025 has presented both opportunities and pressures. While we have seen an increase in referrals and demand for support, particularly from neighbouring boroughs, our funding has remained stable thanks to careful management and ongoing fundraising efforts. We remain focused on securing further funding to meet the challenges ahead.

I wish to thank our Managing Director, Freda Ritchie, for her outstanding leadership in both operational management and income generation. Her commitment to the mission of HRSO has helped us navigate this demanding year with clarity and care. I am equally grateful to our Chairman, Reverend Harrison Otieno, for his steadfast governance and strategic insight.

To our Tutors, Youth Workers, and Volunteers. Your role in supporting young people with complex needs, including trauma and language barriers, cannot be overstated. Your dedication helps these individuals rebuild their lives with confidence and dignity, and your contribution to the broader community is invaluable.

To my fellow Trustees, thank you for your ongoing commitment to our shared responsibilities. Despite continued pressure on resources and capacity, our collaborative leadership has ensured HRSO remains a resilient and responsive organisation.

Looking forward, we must continue to address long waiting lists and limited staffing by seeking new funding and deepening partnerships. We are confident that with your continued support, we will be able to meet these needs effectively.

On behalf of the Board, I thank all our stakeholders, partners, and supporters for your belief in our work. Together, we are helping young refugees move from survival to stability and towards a future filled with opportunity.

Mildred Ruth Atubo

Treasurer-Trustee

HILLINGDON REFUGEE SUPPORT ORGANISATION TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2025

The Trustees, who are also Directors of the Charity for the purposes of the Companies Act, submit their annual report and the financial statements of Hillingdon Refugee Support Organisation (the Company) for the year ended 31 March 2025. The Trustees confirm that the annual report and financial statements of the Company comply with current statutory requirements, the requirements of the Company's governing document, and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution and organisational structure

The organisation is a charitable company limited by guarantee. The Company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the Company being wound up members are required to contribute an amount not exceeding £1.

The Trustees are legally responsible for all aspects of the governance and management of the organisation, its finances, its employees, its services and its legal obligations to the Charities Commission.

The Board meets six weekly to consider all matters of strategic management, financial probity, policy and direction. Smaller sub-groups or working parties may be formed and meet between these full meetings.

Responsibility for day-to-day general management and expenditure within planned budgets is delegated to the Project Director.

RECRUITMENT AND APPOINTMENT OF TRUSTEES.

The following shall be eligible to be Trustees of the Charity

1. Up to ten persons elected by the members of the Charity at the Annual General Meeting,
2. Up to four persons may be co-opted by the management committee, but a co-opted Trustee holds office only until the next AGM.

Every Trustee must sign a declaration of willingness to act as a charity trustee of the Charity before he or she is eligible to vote at any meeting of the Trustees.

One third (or the number nearest one third) of the elected Trustees must retire at each AGM, those longest in office retiring first and the choice between any of equal service being made by drawing lots. All retiring Trustees may put themselves up for re-election.

RISK MITIGATION

The principal risk to the organisation is the cessation of significant funding. The status of funding is reported to the Trustees, along with any plans for renewing and maintaining funding. The Trustees aim to maintain adequate budgets and reserves to cover the necessary costs of any potential funding loss, including statutory redundancy provisions. Annual risk assessment is conducted by the Managing Director and reported to the Trustees.

HILLINGDON REFUGEE SUPPORT ORGANISATION

TRUSTEES REPORT

FOR THE YEAR ENDED 31 March 2025

The Trustees continue to review their risk assessment systems. These systems are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. These systems include:

- Procedures for authorisation of all transactions.
- Compliance with all appropriate legislation, including health and safety and employment.
- Regular review of financial matters, including performance against budget.
- Annual budget planning and review.
- Cover for insurance where necessary.

OBJECTIVES AND ACTIVITIES

INTRODUCTION

The Hillingdon Refugee Support Organisation (thereafter HRSO) is a registered voluntary organisation and a limited company that was established in 1996 with charitable objects of welcome and the provision of care and practical on-going support to young unaccompanied asylum seekers and refugees specifically those aged 16-21 years in Hillingdon.

It also provides educational and recreational activities to enhance their quality of life and integration into the local community and strives to raise awareness in the wider community to ensure a positive presentation of asylum seekers and refugees.

HRSO was started in December 1996, following a Crisis at Christmas in response to the needs of local young refugees (16 - 18-year-olds in the main) living in bed and breakfast accommodation in West Drayton. The host church was St Martin's West Drayton; the Vicar who founded the organisation was Rev Theo Samuels. Our area of operation is London Borough of Hillingdon, Northwest London, which experiences a disproportionately large volume of young asylum seekers due to the proximity of Heathrow Airport.

AIMS

To bring hope, dignity and empowerment to young unaccompanied vulnerable asylum seekers and refugees between the ages of 16 and 21.

To work with individuals regardless of their background, providing a welcome reception and both care and practical support in order to enhance their quality of life.

To work in close association with all communities and other voluntary and statutory organisations in order to protect and promote the rights of all asylum seekers and refugees.

OBJECTS

The objects of the Charity are:

To advance education and relieve financial hardship amongst those seeking asylum and those granted refugee status, primarily young people aged 16 - 21 residing in the London Borough of Hillingdon, in particular by the provision of:

- a) food, clothing, basic living equipment, advice, and support services; and

**HILLINGDON REFUGEE SUPPORT ORGANISATION
TRUSTEES REPORT
FOR THE YEAR ENDED 31 March 2025**

- b) facilities for recreation or other leisure time occupation with the object of improving their conditions where they have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances:

With a view to advancing them in life and to assist them to adapt within a new community.

DETAILS OF SIGNIFICANT ACTIVITIES

Funding from our stakeholders, for which we are most grateful, enabled us to offer young unaccompanied refugees and asylum seekers a schedule of structured educational and recreational activities, weekly sessions and daily structured and one-to-one drop-in sessions.

These sessions have helped them attain new skills and experiences that have helped them grow towards their full potential.

Tailored educational and recreational activities have reduced their sense of isolation and helped them integrate into British society. The young people have attended community events and volunteered as a group and on an individual basis in local community projects and participated in sports.

Young people are involved in the planning process for the activities and workshops/sessions. This has been demonstrated to greatly assist with developing peer-group relationships, helping them attain a sense of independence whilst appreciating the wishes of others.

We continue to participate in local community initiatives to ensure that young people can share experiences with a broad range of people from varying cultures and religions. This ensures that there is a positive portrayal of asylum seekers and refugees in the local community and in society, enabling the young people to grow in confidence and self-esteem and helping them to attain new abilities and integrate quickly into the local community.

All our offerings are purposefully engineered to empower young people by giving them a sense of self-worth and a clear life purpose.

Positive feedback has made us confident that we have a tangible positive effect on their lives. Different opportunities have enabled them to advance into leadership and learn essential skills.

CHARITY'S GRANT MAKING POLICY

The Charity has the following powers, which may be exercised only in promoting the Objects:

- To raise funds (but not by means of taxable trading)
- To make grants to further the objects of the Charity

CONTRIBUTION OF VOLUNTEERS

Volunteers are a great asset and integral to every aspect of HRSO's activities. HRSO relies entirely on funding and donations, and the workforce is made up of volunteers apart from one full-time and three part-time staff members. We provide training and support to all our volunteers.

HILLINGDON REFUGEE SUPPORT ORGANISATION

TRUSTEES REPORT

FOR THE YEAR ENDED 31 March 2025

Volunteers aid in taking our project forward by building stronger links with the local community and helping to encourage cooperative relationships between the young people, who might not otherwise interact, whilst undertaking a wide range of activities and helping to promote inclusive communities.

FACTORS RELEVANT TO THE ACHIEVEMENT OF HRSO'S OBJECTIVES

How our beneficiaries' lives have changed for the better as a result of the project.

The Impact of the project on young people

- Empowered to reach their full potential, feeling valued as contributors of society.
- Reduced sense of isolation and alienation.
- Increased sense of confidence, value, esteem, and self-worth, encouraging community participation.
- Greater access to social and leisure opportunities and public services, therefore achieving an enhanced degree of community integration.
- Developed supportive networks, new skills and friendships in the community. By helping to develop their skills and build capacity; Build confidence, social skills, esteem, and positive identity; offering learning opportunities and skills training; providing a positive portrayal of refugees and asylum seekers.
- Enhanced knowledge and understanding of diverse cultures resident in Britain.

Impact of the project on the community

- Increased knowledge and understanding of issues facing refugees. Stronger communities with more active citizens working together to tackle community issues.
- Providing volunteering opportunities to build stronger links with the local community, helping to encourage cooperative relationships between the young people, undertaking a wide range of activities and helping to promote inclusive communities.
- Local organisations have paid opportunities to deliver courses, sessions etc.

EMPLOYMENT OF DISABLED PERSONS

The Charity will take reasonable steps to ensure that the working environment does not prevent disabled people from taking up or retaining posts for which they are suitably experienced and/or qualified.

Wherever possible staff with disabilities will be consulted over changes to the working environment and employment practices to ensure that, so far as is reasonably possible, their needs are recognised and met. Where appropriate advice about such changes will be sought from their representatives, voluntary and statutory agencies.

The employment of people with disabilities forms an integral part of the Charity's equal opportunities policy and, so far as is reasonably possible, aids, equipment, or adaptations to premises and equipment will be made available; where necessary jobs may be restructured to enable staff with disabilities to work with the maximum convenience and efficiency.

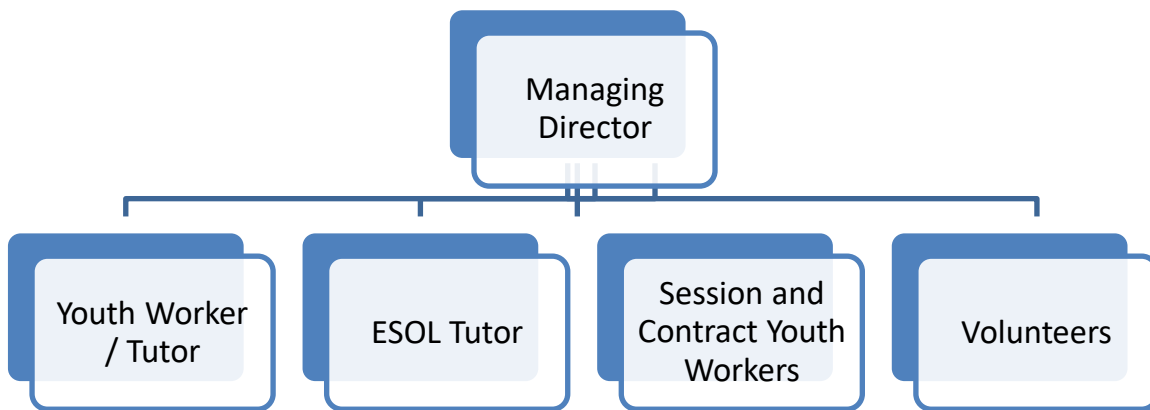
**HILLINGDON REFUGEE SUPPORT ORGANISATION
TRUSTEES REPORT
FOR THE YEAR ENDED 31 March 2025**

THE CHARITY'S ORGANISATIONAL STRUCTURE AND ANY WIDER NETWORK WITH WHICH THE CHARITY WORKS.

Staff Structure

HRSO employs 3 staff members to undertake the day-to-day management and work of the Charity. The Project Director, who acts on behalf of the Trustees, leads the staff team.

The drawing below illustrates the staff structure for the accounting period 2024 / 2025.



The Board of Trustees/ Management Committee

The Trustees are legally responsible for all aspects of the governance and management of the organisation, its finances, its employees, its services, and its legal obligations to the Charities Commission. This responsibility cannot be delegated to any other person or body.

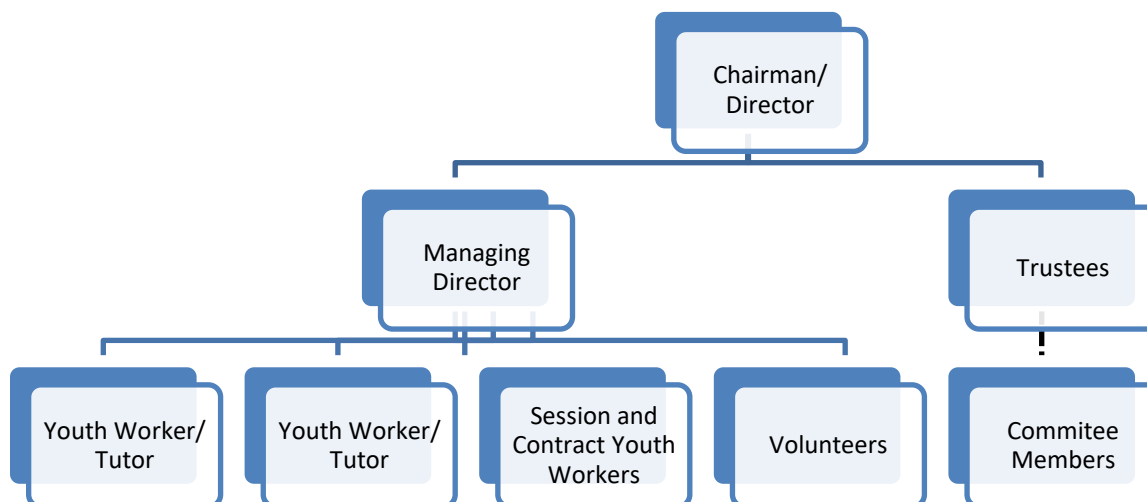
The Board meets six weekly to consider all matters of strategic management, financial probity, policy and direction. Smaller sub-groups or working parties may be formed and meet between these full meetings.

They are responsible for making decisions about the overall direction and purpose of the organisation:

- Ensuring that everything HRSO does supports its vision, purpose and aims.
- Ensure that money and property are properly used and managed to meet the aims and objectives of HRSO.
- Ensure that HRSO does everything within the law and abides by its governing document.
- Ensure that staff and volunteers best carry out the organisation's services.

**HILLINGDON REFUGEE SUPPORT ORGANISATION
TRUSTEES REPORT
FOR THE YEAR ENDED 31 March 2025**

Organisation Chart



PUBLIC BENEFIT STATEMENT

In setting our objectives and planning our activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit and in particular, to its supplementary public benefit guidance on advancing education, the furtherance of health and relief of poverty, distress and sickness.

It is the Charity's mission to advance education and relieve financial hardship amongst those seeking asylum and those granted refugee status, primarily young people aged 16 - 21 residing in the London Borough of Hillingdon, in particular by the provision of food, clothing, basic living equipment, advice and support services; and facilities for recreation or other leisure time occupation with the object of improving their conditions where they have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances.

The Trustees are aware of and have received copies of the commission's guidance regarding public benefit and have taken into account, where relevant in their planning and decision making. There have been no changes in the objectives since the last annual report.

RESERVES POLICY

The Trustees have adopted a policy regarding reserves, which should ensure that the free unrestricted reserves will:

- Be maintained at a level which ensures that Hillingdon Refugee Support Organisation's core activity could continue during a period of unforeseen difficulty.
- A proportion of unrestricted reserves be maintained in a readily realisable form.
- Meet current liabilities in respect of rent and other leasing agreements for two months in the event of withdrawal of significant funding.
- Provide for legal costs in the event of the organisation being subject to legal action, in particular arising from employment matters.

HILLINGDON REFUGEE SUPPORT ORGANISATION

TRUSTEES REPORT

FOR THE YEAR ENDED 31 March 2025

The Reserves Policy will be reviewed annually by the Trustees.

Free reserves as of 31 March 2025 are £5,137 (£58,810 as of 31 March 2024).

INVESTMENT POLICY AND OBJECTIVES

The Trustees take a cautious approach to investments, as free unrestricted reserves are limited, and there are no funds to take advantage of longer-term investment opportunities. To this end, reserves are deposited in a higher-interest account with Lloyds TSB. The Trustees believe this to be risk-free and appropriate.

FUNDS IN DEFICIT

There are no funds in deficit.

SHARE CAPITAL

The Charity neither holds nor issues any share capital.

PLANS FOR FUTURE PERIODS

Our plans are to continue being committed to providing and responding to the needs of young vulnerable asylum seekers and refugees, specifically those aged 16-21 in the London Borough of Hillingdon, together with our partners. To continue to offer a broad range of educational activities carefully designed to ensure unaccompanied asylum seekers and refugees (UASC) and care leavers (CL) gain confidence and develop skills and friendships in a non-judgmental and non-threatening environment. To provide structured Workshops and sessions held weekly at different locations in Hillingdon.

TRUSTEES' RESPONSIBILITIES

The trustees (who are also directors of HRSO for the purposes of company law) are responsible for preparing the Trustees' Annual Report and 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 these financial statements, the trustees are required to:


1. select suitable accounting policies and then apply them consistently.
2. observe the methods and principles in the Charities SORP 2015 (FRS 102);
3. make judgements and estimates that are reasonable and prudent.
4. state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.
5. prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

**HILLINGDON REFUGEE SUPPORT ORGANISATION
TRUSTEES REPORT
FOR THE YEAR ENDED 31 March 2025**

The trustees are responsible for keeping adequate 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 declare that they have approved the trustees' report above.

Signed on behalf of the Charity's Trustees

Signed.......... Date.....17.07.2025.....

Rev Harrison Daniel Otieno (Ndale)
Chairman

Company Registration Number: 06550294
Charity Registration Number: 1125656

**HILLINGDON REFUGEE SUPPORT ORGANISATION
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 March 2025**

I report to the charity trustees on my examination of the company's accounts for the year ended 31 March 2025, which are set out on pages 13 to 21.

Responsibilities and basis of the report.

As the charity trustee of the company (and 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 company'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

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 the 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.

Signed:



Colin Hamilton ACCA

Ward Williams Limited
Bay Lodge
36 Harefield Road
Uxbridge
Middlesex
UB8 1PH

Date 31/7/25

HILLINGDON REFUGEE SUPPORT ORGANISATION
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 March 2024

	Note	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
INCOMING RESOURCES					
<i>Incoming resources from generated funds:</i>					
Investment income	2	120	-	120	113
Incoming resources from charitable activities	3	35,000	50,050	85,050	94,000
Other incoming resources		540	-	540	160
TOTAL INCOMING RESOURCES		35,660	50,050	85,710	94,273
RESOURCES EXPENDED					
Charitable activities	4	75,483	41,502	116,985	108,640
Governance costs	4/5	13,850	-	13,850	6,582
TOTAL RESOURCES EXPENDED		89,333	41,502	130,835	115,222
NET INCOME/(EXPENDITURE) BEFORE TRANSFERS		(53,673)	8,548	(45,125)	(20,949)
Transfers between funds		-	-	-	-
NET INCOME/(EXPENDITURE) FOR THE YEAR		(53,673)	8,548	(45,125)	(20,949)
NET MOVEMENT IN FUNDS FOR THE YEAR		(53,673)	8,548	(45,125)	(20,949)
<i>Total funds at 1 April 2024</i>	12	58,810	29,479	88,289	109,238
TOTAL FUNDS AT 31 March 2025	12	5,137	38,027	43,164	88,289

HILLINGDON REFUGEE SUPPORT ORGANISATION

BALANCE SHEET AS AT 31 MARCH 2025

		31 March 2025		31 March 2024	
	Note	£	£	£	£
Currents assets					
Debtors and prepayments	10	250		250	
Cash at bank and in hand		<u>42,914</u>		<u>88,039</u>	
		43,164		88,289	
Creditors : amounts falling due within one year					
	11	<u>-</u>		<u>-</u>	
Net current assets			43,164		88,289
Total assets less current liabilities			<u>43,164</u>		<u>88,289</u>
Funds					
Unrestricted funds:	12	5,137		58,810	
Restricted funds	12	<u>38,027</u>		<u>29,479</u>	
		<u>43,164</u>		<u>88,289</u>	


For the year ending 31 March 2025, the company 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 company to obtain an audit of its accounts for the year in question in accordance with section 476.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements were approved and signed on behalf of the charity's trustees:

Signed.......... Date 17.07.2025

Rev Harrison Daniel Otieno (Ndale) Chairman

Company Registration Number: 06550294 Charity Registration Number: 1125656

**HILLINGDON REFUGEE SUPPORT ORGANISATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

1. ACCOUNTING POLICIES

1.1 General information and basis of preparation

Hillingdon Refugee Support Organisation is a company limited by guarantee incorporated in England / Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. 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 on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2015.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

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

1.2 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the company for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.3 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income tax recoverable in relation to donations received under Gift Aid or deeds of

**HILLINGDON REFUGEE SUPPORT ORGANISATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

1. ACCOUNTING POLICIES

Covenant is recognised at the time of the donation.

1.4 Resources expended

All expenditure is accounted for on an accrual basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to activities, they have been allocated on a basis consistent with the use of the resources. To comply with the funder's requirements, there has been a reclassification of some cost centres to bring about transparency. Overheads and other salaries are allocated between the expense headings based on headcount.

Support costs are those incurred directly in support of expenditure on the charity's objects, and they are allocated based on staff costs.

Governance costs are those incurred in connection with enabling the Charity to comply with external regulations and constitutional and statutory requirements and supporting the Trustees in the discharge of their statutory duties.

1.5 Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

1.6 Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Computers and Office Equipment	-	25%	straight line
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1.7 Operating leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the SOFA as incurred.

1.8 VAT

The charity is not registered for VAT and its expenses are therefore inflated by VAT which cannot be recovered.

HILLINGDON REFUGEE SUPPORT ORGANISATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

2. INVESTMENT INCOME

	Unrestricted Funds	Restricted Funds	Total Funds 2025	Total Funds 2024
	£	£	£	£
Interest Receivable	120	-	120	113
	<u>120</u>	<u>-</u>	<u>120</u>	<u>113</u>

3. RESOURCES FROM INCOMING ACTIVITIES

	Unrestricted funds	Restricted funds	2025	2024
	£	£	£	£
Grants Receivable	35,000	50,050	85,050	94,000
Other Income	540	-	540	160
Total Funds	<u>35,540</u>	<u>50,050</u>	<u>85,590</u>	<u>94,160</u>

4. RESOURCES EXPENDED

	Direct Staff Costs	Other Direct Costs	Governance Governance Costs	Support Support Costs	2025	2024
	£	£	£	£	£	£
Charitable Expenditure						
Charitable Activities	77,747	24,295		14,943	116,985	108,640
Other Expenditure						
Governance	-	-	13,850	-	13,850	6,582
Total Funds	<u>77,747</u>	<u>24,295</u>	<u>13,850</u>	<u>14,943</u>	<u>130,835</u>	<u>115,222</u>

HILLINGDON REFUGEE SUPPORT ORGANISATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

5. GOVERNANCE COSTS

	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
Independent Examiner's Fees	300	-	300	300
Accountancy	1,500	-	1,500	1,389
Insurance	599	-	599	600
Company House Fees	34	-	34	13
Consultancy/Mon&Eval	11,417	-	11,417	4,280
	<u>13,850</u>	<u>-</u>	<u>13,850</u>	<u>6,582</u>

6. OTHER DIRECT COSTS

	Unrestricted funds £	Restricted funds £	2025 £	2024 £
Room Hire/Equipment/Refreshment	1,755	249	2,004	1,495
Project Activities	10,042	3,230	13,272	19,086
Printing/Postage/Stationery	-	-	-	25
Bursary/Education Supplies	1,070	325	1,395	2,615
Volunteers' Expenses	-	17	17	-
Sessional Workers	6,366	1,241	7,607	4,777
	<u>19,233</u>	<u>5,062</u>	<u>24,295</u>	<u>27,998</u>

HILLINGDON REFUGEE SUPPORT ORGANISATION
NOTES TO THE FINANCIAL STATEMENTS
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7. SUPPORT COSTS

	Unrestricted funds	Restricted funds	2025	2024
			£	£
Payroll Costs	242	-	242	230
Office Rent	-	11,440	11,440	8,915
Telephones and Internet	2,423	595	3,018	1,464
Affiliations and Subscriptions	163	80	243	355
	<u>2,828</u>	<u>12,115</u>	<u>14,943</u>	<u>10,964</u>

8. SUMMARY OF NET INCOME/(EXPENDITURE)

	2025	2024
	£	£
Independent Examiner's Fee	300	300

9. STAFF COSTS

Staff costs were as follows	Unrestricted funds	Restricted funds	2025	2024
	£	£	£	£
Wages and Salaries	53,422	24,325	77,747	69,678
	<u>53,422</u>	<u>24,325</u>	<u>77,747</u>	<u>69,678</u>

The average number of full-time equivalent employees during the year was as follows:

	2025	2024
	No.	No.
General Administration	3	3
	<u>3</u>	<u>3</u>

HILLINGDON REFUGEE SUPPORT ORGANISATION
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FOR THE YEAR ENDED 31 MARCH 2025

No employee received remuneration amounting to more than £60,000 in either year.

During the year, no Trustees who are the key management personnel of the charity received any remuneration (2024 - £NIL).

During the year, no Trustees received any benefits in kind (2024 - £NIL).

During the year, no Trustees received any reimbursement of expenses (2024 - £NIL).

10. DEBTORS AND PREPAYMENTS

	2025	2024
	£	£
Prepayments	250	250
	<u>250</u>	<u>250</u>

11. CREDITORS

Amounts falling due within one year

	2025	2024
	£	£
Accruals	-	-
	<u>-</u>	<u>-</u>
	<u><u>-</u></u>	<u><u>-</u></u>

**HILLINGDON REFUGEE SUPPORT ORGANISATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

12. STATEMENT OF FUNDS

	Brought Forward	Incoming Resources	Resources Expended	Transfers In/(Out)	Carried Forward
	£	£	£	£	£
General Funds					
UK Youth	700	10,000	(10,683)		17
PostCode Society Trust		25,000	(20,000)		5,000
General Funds	58,110	660	(58,650)	-	120
Total Unrestricted Funds	58,810	35,660	(89,333)	-	5,137
RESTRICTED FUNDS					
	Brought Forward	Incoming Resources	Resources Expended	Transfers In/(Out)	Carried Forward
Hillingdon Community Trust	20,137	-	(20,137)	-	-
Awards For All	5,000	-	(5,000)		-
Garfield Weston Foundation	-	15,000	(9,424)		5,576
Trust For London	3,126	-	(3,126)		-
The Gift		15,000	(2,599)		12,401
Henry Smith Charity	1,216	20,050	(1,216)		20,050
TOTAL RESTRICTED FUNDS	29,479	50,050	(41,502)	-	38,027
TOTAL FUNDS	88,289	85,710	(130,835)	-	43,164