

WELWITSCHIA WELFARE CENTRE

Registered Charity and Company Limited by Guarantee

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST MARCH 2025

Charity number: 1131751

Company number: 06528173 (England and Wales)

WELWITSCHIA WELFARE CENTRE
YEAR ENDED 31ST MARCH 2025

Registered Charity Number : 1131751
Registered Company Number: 06528173

Principal address:

Imperial House
64 Willoughby Lane
London
N17 0SP

Directors and Trustees:

Mr A Silva	Chair
Mr A Jones	Vice Chair
Mr R Baptista	Secretary
Ms J Domingos	Trustee
Mr H Baptista	Trustee

Governing document:

The organisation is operated under its Memorandum and Articles of Association.

Bankers:

Barclays Bank PLC

Independent Examiner:

TACTS Accountant
Chartered Certified Accountant
61 Fountains Crescent
London, N14 6BD

WELWITSCHIA WELFARE CENTRE
FINANCIAL ACCOUNTS
FOR YEAR ENDED 31ST MARCH 2025

CONTENTS

Pages

- 4-7. Directors' & Trustees' Report**
- 8. Independent Examiners Report**
- 9. Statement of Financial Activities**
- 10. Balance Sheet**
- 11-14. Notes to the Accounts**

WELWITSCHIA WELFARE CENTRE

Report of the Directors and Trustees for the year ended 31st March 2025

The trustees are pleased to present their annual directors' report for the year ending 31st March 2025 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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 2015)

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is controlled by its Memorandum and Articles of Association and constitutes a company charity, limited by guarantee as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

The trustees are appointed by the board. The position of Trustees is nominated and elected annually by members of the charity at the Annual General Meeting.

Induction and training of new trustees

New trustees are trained and inducted by the Charity's full-time coordinator. Additional induction is also provided by a member of community development team of local voluntary action.

Organisation structure

The Company Charity is organised so that the Board of Trustees meet at least four times in every year to oversee the running of the charity. The charity has a part time coordinator/advice worker who oversees the day-to-day running of the charity and reports to the Trustees and also to ordinary members at the General Meeting. The day-to-day administration of grants and processing and handling of applications prior to consideration by the committee is delegated to the coordinator.

Directors and Trustees and their responsibilities

Charity trustees are the people who serve on the governing body of a charity. They may be known as trustees, directors, board members, governors or committee members. The principles and main duties are the same in all cases.

Trustees have, and must accept, ultimate responsibility for directing the affairs of a charity, and ensuring that it is solvent, well-run, and meeting the needs for which it has been set up.

The Companies Act 2006 requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company.

Charity Objects

FOR THE PUBLIC BENEFIT IN GREATER LONDON AND ELSEWHERE IN THE UNITED KINGDOM AND IN PARTICULAR FOR THE BENEFIT OF THOSE MEMBERS OF THE PUBLIC WHO ARE FROM AFRICAN PORTUGUESE SPEAKING COUNTRIES AND OTHER PEOPLE OF AFRICAN DESCENT. BY RELIEVING PERSONS WHO ARE IN NEED BY REASON OF POVERTY, SICKNESS AND STRESS. BY ADVANCING EDUCATION AND PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES FOR RECREATION AND LEISURE TIME OCCUPATION IN THE INTEREST OF SOCIAL WELFARE AND THE OBJECTIVE OF IMPROVING THE CONDITIONS OF LIFE OF THOSE PERSONS FOR WHOM THE FACILITIES ARE PROVIDED.

FOR THE RELIEF OF POVERTY OF PEOPLE FROM AFRICAN PORTUGUESE SPEAKING COUNTRIES AND OTHER PEOPLE OF AFRICAN DESCENT WHO ARE RESIDENT OR INTENDING TO RESIDE IN GREATER LONDON AND ELSEWHERE IN THE UNITED KINGDOM, BY PROVIDING SUCH PERSONS WITH FREE, CONFIDENTIAL AND IMPARTIAL ADVICE, INFORMATION, ASSISTANCE, REPRESENTATION, COUNSELLING, TRANSLATION AND INTERPRETATION SERVICES IN SUCH MATTERS AS; IMMIGRATION, MONEY, DEBTS, WELFARE BENEFITS, HEALTH, HOUSING, SOCIAL SERVICES, EDUCATION, TRAINING AND EMPLOYMENT

Activities and Achievements

The Welwitschia Welfare Centre (WWC) has made significant strides in various areas, benefiting the community it serves.

Key achievements:

- Successfully applied for IAA (Formerly OISC) Continued authorisation to provide Immigration advice - Successfully past AQS Auditing
- Successfully applied for four funding secured
- Enabled family reunion between the mother who has a Refugee Status in the UK with her three Children.
- One family reunion under EU Settlement Scheme.
- Successfully helped an asylum seeker client win two appeals at Asylum support tribunal.
- 2 Families were helped with housing avoiding homelessness.
- Successfully applied for 10 applications for a British Registration certificate.
- Successfully helped 7 asylum seekers lodge appeal against the home office following refusal of their asylum claim.
- It successfully applied for a British Citizenship for 16 clients.
- Successfully applied for 7 limited Leave to remain and 8 Indefinitely leave to remain in the UK.

Key activities:

1. Welfare Rights Advice & Support

We provided both face-to-face and telephone-based assistance on a wide range of welfare benefits, including:

- Universal Credit
- Personal Independence Payment (PIP)
- Employment Support Allowance (ESA)

Support included helping client's complete application forms, request mandatory reconsiderations, and lodge appeals. 🧑🧑 *Total beneficiaries: 67*

2. Immigration & Nationality Advice and Casework We offered guidance and representation mainly to asylum seekers from Angola, DR Congo, Brazil, and Guinea Bissau, supporting them through key stages such as:

- Initial advice and representation to the Home Office before substantive interviews
- British Citizenship applications: *16 beneficiaries*
- British Registration Certificates for children: *11 applicants*
- EU Settlement Scheme applications: *25 individuals*, mostly joining family members
- Applications for Further Leave to Remain (FLR-FP) under the family route: *20 cases*
- Fresh claims (further submissions): *5 cases* 🧑🧑 *Including 15 asylum seekers and their dependents*

3. Housing Advice and Support Assistance was provided to clients on:

- Council Tax Reduction
- Housing Benefit applications
- Housing disrepair issues with various local authorities 🏠 *Total beneficiaries: 27*

4. Debt Advice and Financial Casework We supported clients with:

- Debt management and negotiations with creditors
- Addressing rent arrears with local councils
- Overpayment disputes with the DWP
- Information on priority vs. non-priority debts 💵 *Total beneficiaries: 43*

5. Employment Advice and Support Basic employment rights guidance was provided on issues such as:

- Unfair dismissal
- Holiday pay disputes
- Disciplinary proceedings

6. Volunteering Programme We were proud to involve and support 4 volunteers in delivering our charitable work.

The Welwitschia Welfare Centre's commitment to improving lives and addressing critical challenges is commendable. Their work not only impacts individuals but also contributes to the well-being of the wider community. For more information, you can visit the Welwitschia Welfare Centre website.

All the funding received have been helpful to keep our project running to support the disadvantaged Portuguese and French speaking African community. A number of them are refugees and lone parents with low income.

As part of our community learning development programme, we signpost potential learners to the Workers Educational Association (WEA) employability and ESOL classes as the courses

are free for delegates on low-income dependent on benefits. The aim is to prepare them to seek employment and vocational training skills to boost their income by accessing jobs or work as self-employed.

Our volunteers

WWC is very involved in the community and relies on voluntary help. 1 volunteer assisted with our on-going activities. We wish to thank our volunteers for their loyal support and contribution.

Risk management

The trustees have a risk management strategy which comprises:

- an annual review of the principal risks and uncertainties that the charity undertakes.
- the establishment of policies, systems and procedures to mitigate those risks identified in the annual review; and
- the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

The Trustees constantly review risks relevant to the charity. Any risks identified are reported to the Trustees and decisions made on how to minimise risk.

Reserve's policy and going concern

The Board has assessed the charity's requirements for reserves in the light of the main risks to the organisation. As a result, the Board has approved a policy whereby the unrestricted funds not committed, should be held in reserve and maintained at a level which ensures that WWC's core activity could continue during a period of unforeseen difficulty. The target reserve amount represents at least 6 months' (26 weeks) expenditure and will be reviewed annually.

Future Plan and Challenges

- Volunteer retention.
- Consolidate the work the organisation is doing to date.
- External factors, new law and legislation which might affect our work.
- Be alert with external factors which might arise
- Provide incentive to volunteers such as; providing further training
- Apply for more funding in order to continue to consolidate its work
- More Partnership working with other community organisations as well as statutory.

The organisation will continue to fundraise to support its increasing demand for its information and advice services.

We would like to thank all our Board Members, Staff, volunteers, and all our service users who have given their energy and commitment to achieve WWC's objectives. We would also like to thank all our funders for their support.

Signed on behalf of the directors and trustees,

Mr A A da Silva
(Chairperson)
Date: 02/07/2025

Independent examiner's report to the trustees of Welwitschia Welfare Centre

I report on the accounts of the company for the year ended 31st March 2025, which are set out on pages 9 to 14.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company 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 (the Charities Act) and that an independent examination is needed. The charity's gross income exceeded £25,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

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 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the 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 with my examination, no matter has come to my attention to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records:
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Date: 02/07/2025

Chartered Certified Accountant
TACTS Accountant, 61 Fountains Crescent, London, N14 6BD

WELWITSCHIA WELFARE CENTRE
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR END 31 MARCH 2025

	<u>Notes</u>	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>Funds</u> 2025	<u>Total</u> <u>Funds</u> 2024
<u>INCOMING RESOURCES: -</u>		£	£	£	£
Incoming resources from generated funds					
Voluntary Income: Donation		2,961	-	2,961	1,016
Incoming resources from charitable activities					
Grants to provide charitable activities	(14)	-	69,040	69,040	30,122
Income from services		3,210	-	3,210	5,929
TOTAL INCOMING RESOURCES		6,171	69,040	75,211	37,066
<u>RESOURCES EXPENDED</u>					
Expenditure on raising funds	(16)	-	1,826	1,826	2,910
Expenditure on charitable activities	(16)	-	58,062	58,062	56,273
TOTAL RESOURCES EXPENDED		-	59,888	59,888	59,183
Net Incomings and (outgoings) resources		6,172	9,152	15,324	(22,117)
Balances Brought Forward		20,305	30,749	51,054	73,171
Balances Carried Forward		26,477	39,901	66,378	51,054

There were no recognised gains or losses for the above period other than those shown in the statement of financial activities for the above financial year. All incoming resources and resources expended are derived from continuing activities.

(The notes attached form part of these financial statements)

WELWITSCHIA WELFARE CENTRE

BALANCE SHEET AS AT 31ST MARCH 2025

	Notes	£ <u>2025</u>	£ <u>2024</u>
Fixed Assets			
Tangible assets	(18)	1,301	1,952
Current Assets:			
Cash at Bank and In Hand		67,705	51,984
Current Liabilities:			
Creditors:			
Amount falling due within one year:			
Creditors & Accruals	(13)	2,628	2,881
Net Current Assets		<u>65,077</u>	<u>49,102</u>
Net Assets		<u>66,378</u>	<u>51,054</u>
As Represented By			
Unrestricted Fund		26,477	20,305
Restricted Fund	(15)	<u>39,901</u>	<u>30,749</u>
Total Funds		<u>66,378</u>	<u>51,054</u>

(The notes form part of this account)

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The accounts were approved by the Directors and Trustees on 02/07/2025 and signed on their behalf by: -

.....
Chairperson
Mr A A da Silva

**WELWITSCHIA WELFARE CENTRE
YEAR ENDED 31ST MARCH 2025**

Notes to the account

1. Accounting basis.

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. WWC meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Preparation of the accounts on a going concern basis

The Charity trustees are of the view that measures taken subsequent to the year-end to reduce operating costs and successful in applying for continuation funding have secured the immediate future of the Charity for the next 12 to 18 months and that on this basis the charity is a going concern.

2. Cash Flow Statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

3. Income

Income is recognised in the period to which it relates, unless specified otherwise by the funder. Project funding is, in general, repayable if not expended within the relevant project. Such income is only recognised to the extent that it ceases to be repayable. The income is accounted for on a receivable basis.

4. Resource Expended

Resources expended are included in the Statement of Financial Activities inclusive of VAT which cannot be recovered. Direct charitable expenditure includes the direct costs of the activities. Where such costs relate to more than one functional cost category, they have been apportioned in line with the direct costs of the relevant service.

5. Fund Accounting

Fund accounting unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work.

6. Support Cost

Allocation of support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back-office costs, finance, personnel, and governance costs which support the Charity activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 17.

7. Taxation

WWC is a registered charity and is not liable for corporation tax on its income under section 505 of the Income and Corporation Taxes Act 1988 to the extent that it is applied to its charitable activities.

8. Tangible fixed assets

Fixed assets are stated at cost less accumulated depreciation. Depreciation is provided to write off the cost, of all fixed assets over their expected useful life.

Fixed Asset Depreciation– 25% straight line basis

9. Pension costs and other post-retirement benefits

WWC makes pension contribution into a pension scheme, set up for the purpose of auto-enrolment. Contribution's payable is charged to the Statement of Financial Activities in the period to which it relates.

10. Staff Costs

	2025	2024
	£	£
Salaries	25,856	25,061
Tax and NIC	5,572	6,269
Pension	1,837	1,837
	<u>33,265</u>	<u>33,167</u>

None of the employees received emoluments in excess of £60,000 in the year or the previous year.

The organisation had 1 paid staff on payroll.

Trustees are not remunerated.

11. Status

WWC is a registered charity and registered company limited by guarantee without share capital.

12. Debtors

The organisation has no debtors

13. CREDITORS

	2025	2024
	£	£
Independent Examiner Fee	595	595
Social Security	1,393	1,493
Pensions	-	153
Other Creditors	640	640
	<u>2,628</u>	<u>2,881</u>

14. Grant Income (Restricted)

Funder	Project/Purpose	2025 £	2024 £
Trust For London	Information, Advice & Guidance	22,500	11,872
Post Code Society Fund	Cost of Living Support	-	18,250
The National Lottery Fund	Debt advice/ Cost of Living Crisis	19,040	-
Lloyds Bank Foundation	Core & Information/advice	27,500	-
		69,040	30,122

15. Analysis of Restricted Funds:

	Balance at 1st April 2024	Incoming resources	Outgoing resources	Balance at 31st March 2025
	£	£	£	£
The National Lottery Fund	-	19,040	5,465	13,575
Post Code Society Fund	10,646	-	10,646	-
Lloyds Foundation	9,222	27,500	26,094	10,628
Trust For London	10,881	22,500	17,683	15,698
	30,749	69,040	59,888	39,901

16. Resources Expended

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	<u>Total Funds</u>
	£	£	£	£
Raising Funds	-	1,826	1,826	2,910
Salary Cost	-	33,265	33,265	33,167
Sessional Worker	-	2,772	2,772	1,137
Volunteer Expenses	-	284	284	212
Rent and Room Hire	-	11,036	11,036	11,003
Food Programme & Other activities	-	2,526	2,526	3,011
Software and IT Expenses	-	579	579	678
Office Admin & Expenses	-	3,089	3,089	3,414
Insurance	-	898	898	236
Membership and Subscription	-	736	736	852
Professional fees	-	1,235	1,235	1,235
Capacity Building and Training	-	330	330	200
Website & Publicity	-	585	585	440
Travel Expenses	-	76	76	38
Depreciation	-	651	651	651
TOTAL RESOURCES EXPENDED	-	59,888	59,888	59,183

17. Support and Governance

	General Support		Governance		Total
	£		£		£
Rent, Rates and Room Hire	11,036		-		11,036
Office Expenses	3,089		-		3,089
IT Expenses	579		-		579
Insurance	-		898		898
Membership and Subscription	-		736		736
Professional fees	640		595		1,235
	15,344		2,229		17,573

18. Fixed Asset

	Equipment
	£
At Cost:	
Addition 2023-2024	2,602
Depreciation:	
At 1 April 2024	651
Charge for the year	651
At 31st March 2025	<u>1,302</u>
NET BOOK VALUE	
At 31 March 2025	<u><u>1,301</u></u>
At 31 March 2024	<u><u>1,952</u></u>