

REFUGEE AND MIGRANT NETWORK SUTTON

England & Wales · Charity number 1150500

Details

Other names RMNS

Status Registered

Legal form Charitable company

Company number [08026861](#)

Registered 2013-01-15

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

Contact

Address Granfers Community Centre
Granfers Community Centre
73-79 Oakhill Road
Sutton
Surrey
SM1 3AA

Phone 02086692322

Email office@rmns.org.uk

Website www.rmns.org.uk

Activities

Objects: FOR THE RELIEF OF POVERTY OF REFUGEES AND ASYLUM SEEKERS WHO ARE RESIDENT OR WHO ARE INTENDING TO RESIDE IN THE LONDON BOROUGH OF SUTTON BY PROVIDING SUCH PERSONS WITH FREE AND CONFIDENTIAL ADVICE, ASSISTANCE, REPRESENTATION, COUNSELLING, TRANSLATING AND INTERPRETING SERVICES IN SUCH MATTERS AS ASYLUM, IMMIGRATION, MONEY, DEBTS, WELFARE BENEFITS, HOUSING, HEALTH, EDUCATION, TRAINING AND EMPLOYMENT.

Activities: Provision of advice by trained and qualified staff and volunteers on immigration, housing, welfare benefits, health, education and training, debt and money management and employment. Provision of English language tuition, with creche facilities, to improve clients' access to information and prospects of employment. Provision of relief to destitute refugees and migrants.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** The Prevention Or Relief Of Poverty, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** People Of A Particular Ethnic Or Racial Origin

Geography

- Sutton

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£106,399	£95,922	-	-
2024-03-31	£119,850	£75,132	-	-
2023-03-31	£61,989	£65,889	-	-
2022-03-31	£21,918	£55,277	-	-
2021-03-31	£52,631	£53,548	-	-

Trustees

Name	Role	Appointed
LORRI DAWSON	Chair	2013-01-14
Ann Morrison		2014-10-22
BRIONY THOMAS		2017-03-10
DEBORAH WROE		2013-01-14
Dawn Marie Plimmer		2025-10-22
Dr Eva Janet Kalmus		2024-10-23
Gulshod Akhmadalieva		2025-10-22
John Branford		2021-07-23
LISA WEBSTER		2018-09-03

REFUGEE AND MIGRANT NETWORK SUTTON

England & Wales - Charity number 1150500

Accounts

REFUGEE & MIGRANT NETWORK SUTTON
(a Registered Charity & Company Limited by Guarantee)

Report and Financial Statements for the year ended 31 March 2025

(Registered Charity No 1150500)

(Company Number 08026861)

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their report and financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in October 2019.

Legal and Administrative Details

Charity Name: Refugee and Migrant Network Sutton (also known as RMNS)

Charity Registration Number: 1150500

Company Registration Number: 08026861

Registered Office and
Operational Address: Granfers Community Centre
73-79 Oakhill Road
Sutton, SM1 3AA

Trustees/Directors of the Charity and Company:

The trustees, who are directors of the company for the purposes of the Companies Act 2006, are its trustees for the purposes of charity law and are referred to throughout this report as the trustees. The trustees who held office during the year, and since the year end, were as follows:

Lorri Dawson	Chair	
Ann Morrison	Vice Chair	
Olwen Edwards	Secretary	Resigned 31 July 2025
Lisa Webster	Treasurer	
John Branford	Volunteer Co-ordinator	
Gulshoda Ahmadalieva		Co-opted 11 July 2025
Namrata Chowdhary		Resigned 23 October 2024
Eva Kalmus		Appointed 23 October 2024
Sultan Mahmoodi		Resigned 31 March 2025
Dawn Plimmer		Co-opted 11 July 2025
Briony Thomas		
Deborah Wroe		

Members of the Management Committee:

John Branford	Julia Hamori
Cathy Baker	Deborah Wroe
Andrea Eckhardt-Smith	Ann Morrison
Olwen Edwards	Tony Wilson

Advice Workers: Lucia Minova & Mohammed El-Bahari (appointed 1 September 2025)

Bankers: HSBC, 54 Woodcote Road, Wallington, Surrey, SM6 0NJ

Website: www.rmns.org.uk

Facebook: facebook.com/rmnsutton

Independent Examiner: Sarah Holman FCA, 16 Crichton Road, Carshalton, Surrey, SM5 3LS

REFUGEE AND MIGRANT NETWORK SUTTON

(A Company Limited by Guarantee No 08026861)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

CHAIR'S REPORT

In 2024/25 RMNS continued its core activities in support of its objectives set out in the Articles of Association. We have provided free immigration advice to our clients plus one-to-one help where needed, English classes plus a creche for students' children, creative courses and worked with Trinity Church, Sutton to provide opportunities for non-English speaking people to practise their English in an informal coffee club setting.

We continue to be grateful to the National Lottery Community Fund and the City Bridge Foundation for the core funding they have provided. Together with smaller funders, members' annual subscriptions and other donations from churches and individuals, we have had financial security to deliver our services and plan for the future.

We have benefited from stability in our small staff team: our Advice worker, Lucia Minova (formerly Lucy Minyo), our administrative Assistant, Zoë Clifford and our creche workers, Diliانا Diankova and Beata Mazurek plus our Outreach Manager, Julia Hámori, who has fitted well into the team.

Our staff members do an amazing job but we are also very dependent on our volunteers. Our Volunteer Coordinator, John Branford (who is also a trustee), ensures that we have the right people at the right time to cover classes and everything else needed to deliver the range of services we offer.

I am grateful to volunteers, members and supporters for their faithful on-going contribution to supporting refugees and migrants in the Sutton area. In particular, I am grateful to our Trustee Board for their commitment to ensuring the organisation is more professional and forward-thinking.

Lorri Dawson

REFUGEE AND MIGRANT NETWORK SUTTON

(A Company Limited by Guarantee No 08026861)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Refugee and Migrant Network Sutton (RMNS, or 'the charity'), formerly an unincorporated charity established in 1991, was registered as a charitable company on 11 April 2012. It continues to be both a registered charity and a charitable company limited by guarantee, working with the same objectives and offering the same range of services as it did before its alteration in status. It has no share capital and the liability of each member in the event of winding up is limited to £1.

Recruitment and appointment of trustees

Overall management and control of the charity during the year to 31 March 2025 was the responsibility of the trustees, who are also directors, and who were elected at the Annual General Meeting. The period since the last AGM has seen a number of changes in our board of trustees. We recruited retired GP and long-standing member, Eva Kalmus last October but Sultan Mahmoodi and Olwen Edwards have both stood down as trustees. We are grateful to Sultan, for the insights he brought from his lived experience during the time he was able to work with us and to Olwen, who has dedicated many years to RMNS as a trustee, company secretary, teacher and education coordinator. We will miss her enthusiasm and organising skills but we have been actively seeking new trustees and expect to make two formal appointments at the October AGM of Dawn Plimmer and Gulshoda Ahmadalieva, who were co-opted in July.

Induction and training of new trustees

RMNS recruits trustees to meet the assessed needs of the charity and the particular contribution they can make. Prospective trustees are welcomed as observers for a period before appointment. The induction process, therefore, normally takes place over several months.

Risk management

The trustees are conscious of their duty to identify the risks which could have an impact on the organisation. A policy for risk management is in place and the register is regularly revised and updated.

OBJECTIVES AND ACTIVITIES

The main objectives of RMNS, as set out in its Articles of Association, are to provide support for the relief of poverty to refugees, asylum seekers and migrants resident or working in the London Borough of Sutton by providing them with free and confidential advice, assistance, representation, counselling, translating and interpreting services in matters such as immigration, money, debt, welfare benefits, housing, health, education, training and employment.

A further objective is to provide opportunities for clients to improve their English in order to improve their quality of life, their ability to integrate into the community and their access to employment.

Summary of the main activities undertaken for public benefit

The trustees, mindful of their responsibility to ensure that all the activities undertaken by the charity are for the public benefit, declare that, in discharging this responsibility, they have paid due regard to the guidance issued by the Charity Commission on public benefit.

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

ACHIEVEMENT AND PERFORMANCE

In the period 1st April 2024 – 31st March 2025 the advice team supported 103 clients of which 58 were new. There were 773 appointments or substantial phone discussion (attendances). There were 187 enquiries where, for a number of possible reasons, we were unable to progress the issue. These enquiries take up a lot of the team's time as often research is needed to see if RMNS is the best organisation to work with the potential client. One example of the Advice Team's work: we supported a family from Belarus who had a very problematic immigration history, initially by requesting extensive immigration files from the Home Office, and then discovering that they were incorrectly granted EU settled status. This was presented to an EU Settlement Resolution Centre caseworker, who then corrected the error and provided the clients with the correct residence documents.

Clients are asked to complete a survey form after every attendance. Clients come for advice about their immigration status or advice related to immigration. Of the 75 completed forms, 96% of clients who came for advice about their immigration status reported that they were happy or very happy with the advice they received. Clients who came for immigration-related advice were 100% happy or very happy with the advice they received. Regarding access, 99% found RMNS easy to access. Questions about understanding the advice, confidence and reduced anxiety were also extremely positive. 99% agreed or strongly agreed that they had a better understanding of their situation. 100% of clients would recommend RMNS to a friend.

It has been another positive year for our One2One team in spite of headwinds which have seen a contraction in the ability of housing and health services to meet demand. The situation for our One2One partners (the volunteer and refugee/migrant they are supporting) has therefore become more challenging and the cases we encounter more complex.

We now have nine volunteers including two support workers providing oversight and bringing an understanding of health provision. We are working on further recruitment with an associated robust training process for new volunteers. Over the year we have assisted nine individuals with three from Afghanistan and others from Kyrgyzstan, Eritrea, Egypt and Iran.

We have had a number of meetings with the local Council's housing providers and developed a good understanding of the pressures they are under. This relationship has helped us achieve positive outcomes with four cases involving actual and potential homelessness. All of these individuals had significant health problems.

One example of the One2One team's work: Our Advice Worker working closely with a One2One volunteer successfully stopped the immediate eviction from temporary accommodation of a young vulnerable refugee client from Afghanistan. He remarked how difficult it would have been for him to manage without our help.

We now provide English classes from two centres. Our original hub – **Wednesdays@Trinity** – has over 85 students on class registers and an average of 70 students each week. Classes are largely at capacity but we give priority to refugees and asylum seekers, who are always accepted, and those with very little English. We are constantly under pressure to accept students with a good level of functional English who want to improve. These are not our target group and we have to refer them to Sutton College or to our Monday collaboration with Trinity Church, the International Coffee Club. Each week classes are supported by 30 volunteers including teachers and assistants, managers and refreshment team. Currently there are 11 children on the crèche roll with two staff (sessional) and 2 volunteers.

The new hub – **Tuesdays@BishopAndrewes** – is now well established with around 25 students in two beginners' classes supported by three qualified teachers and one experienced teaching assistant and the Outreach Manager. The Outreach Manager is involved in both Tuesday and Wednesday sessions where she manages new student registrations and maintains a mailing list of students (who have given their permission) so that they can be sent news and information. She also runs the termly four-session creative courses and continues her community engagement work.

REFUGEE AND MIGRANT NETWORK SUTTON

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Management and Governance

The Board of Trustees meets at least quarterly. On 8 March 2025 an away morning was held to discuss future plans.

Plans for the future and recent developments

At our away morning, the Trustees discussed the future development of the organisation. Some trustees gave notice that they would be standing down in the next year. Recruitment will therefore continue to ensure we have a good balance of skills and experience.

We discussed pressure on our Advice Worker and delays in being able to see clients in good time. It was agreed that, subject to additional funding, it was time to advertise for a part-time advice worker. This would give additional support to the current Advice Worker and enable clients to be seen sooner. Also, it would meet the requirements of the Immigration Advice Authority (IAA) that the service would be able to continue if the full-time Advice Worker was absent through ill-health or other reason. Mohammed El-Bahari was appointed during the summer and started work on 1 September 2025. He brings a wealth of experience to the team.

Additionally, we have been in contact with Seraphus Solicitors who work with several organisations like RMNS to provide advice and training. This potential relationship is at an early stage but we are encouraged by the possibility of our Advice Worker being able to access a high level of advice when needed.

We also discussed the longer-term needs of the organisation and thought that a part-time Operations Manager, responsible for all day-to-day activities, might be needed. We will continue to develop this idea but will not take practical steps to recruit until new trustees and additional funding are both in place and the role has been thoroughly scoped out.

FINANCIAL REVIEW

The financial statements have been presented in a format to comply with both company and charity law. Net income in the year to 31 March 2025 amounted to £10,477 (2024: £44,718).

Incoming resources

The charity received a number of restricted grants totalling £98,140 (2024: £85,749). In the prior year, the charity also received an unrestricted grant from the Lloyds Bank Foundation of £25,000.

Reserves

The charity has a policy of maintaining 6 months' expenditure as a designated fund.

Designated reserves at the balance sheet date were £58,000 (2024: £50,000). Total reserves of £77,004 (2024: £66,527) at 31 March 2025 include £14,856 (2024: £12,638) to be spent on restricted projects and there were free reserves of £4,148 (2024: £3,889).

REFUGEE AND MIGRANT NETWORK SUTTON

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STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Refugee and Migrant Network Sutton for the purpose of company law) are responsible for preparing the Trustees' Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

The Trustees are responsible for keeping accurate accounting records which 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.


So far as the Trustees are aware:

- there is no relevant information of which the charitable company's independent examiner is unaware, and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant financial information and to establish that the independent examiner is aware of that information.

Approved by the Trustees on 10 October 2025 and signed on their behalf by:



Lorri Dawson
Chair



Ann Morrison
Vice Chair

REFUGEE AND MIGRANT NETWORK SUTTON

(A Company Limited by Guarantee No 08026861)

Independent Examiner's Report to the Trustees of Refugee and Migrant Network Sutton

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2025, which are set out on pages 9 to 15.

Responsibilities and basis of report

As the trustees, who are also directors of the company 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 charity are not required to be audited and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed the directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act.

Independent Examiner's Statement

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

1. Accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed on 10 October 2025 by:



Sarah Holman FCA
16 Crichton Road
Carshalton
Surrey
SM5 3LS

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31 March 2025

	Note	Unrestricted funds £	Restricted funds £	Total funds 2025 £	Total funds 2024 £
INCOME					
Donations		5,145	-	5,145	6,988
Income from events		-	-	-	43
Charitable activities	2	1,920	98,140	100,060	112,819
Income from investments		1,194	-	1,194	-
TOTAL		8,259	98,140	106,399	119,850
EXPENDITURE					
Charitable activities	3	-	95,922	95,922	75,132
TOTAL		-	95,922	95,922	75,132
Net income/(expenditure)		8,259	2,218	10,477	44,718
Transfers between funds		-	-	-	-
Net Movement in Funds		8,259	2,218	10,477	44,718
Total Funds brought forward		53,889	12,638	66,527	21,809
Net Movement in Funds		8,259	2,218	10,477	44,718
TOTAL FUNDS CARRIED FORWARD		62,148	14,856	77,004	66,527

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

Balance Sheet as at 31 March 2025

	Note	2025 £	2024 £
Current Assets			
Debtors	4	1,622	2,798
Cash at bank and in hand		78,615	73,229
Total Current Assets		<u>80,237</u>	<u>76,027</u>
Creditors			
Amounts falling due within one year	5	(3,233)	(9,500)
Net Assets		<u>77,004</u>	<u>66,527</u>
The Funds of the Charity:			
Unrestricted Funds	9	62,148	53,889
Restricted Funds	9	<u>14,856</u>	<u>12,638</u>
Total Charity Funds		<u>77,004</u>	<u>66,527</u>

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

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

The trustees 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 small companies subject to the small companies regime and in accordance with FRS102 SORP.

Approved by the trustees on 10 October 2025 and signed on their behalf by:



Lorri Dawson
Chair

REFUGEE AND MIGRANT NETWORK SUTTON

(A Company Limited by Guarantee No 08026861)

Notes to the financial statements for the year ending 31 March 2025

1. Accounting Policies

Basis of Preparation

The Accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and with the Charities Act 2011 and the Companies Act 2006.

Funds Structure

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them. More details are given in note 9.

Income Recognition

Income is recognised and included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to it, the trustees are virtually certain they will receive it and the monetary value can be measured with sufficient reliability. Where income has related expenditure (as with fundraising), the income and related expenditure are reported gross in the SOFA. Bank interest is recognised when it is credited to the account.

Deferred Income

Grant income is recognised over the life of the project to which it relates. Where grants have been received in advance of the start of the project, they have been deferred to the future period to which they relate.

Expenditure and Liabilities

Expenditure is accounted for on an accruals basis. Liabilities are recognised as soon as there is a legal or constructive obligation to pay.

Governance Costs

Governance costs include the costs of preparation and examination of the statutory accounts, the cost of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Taxation

The charity is not liable to income or capital gains tax on its charitable activities. Irrecoverable VAT is included in the asset cost or expense to which it relates.

Going Concern

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

**REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)**

2. Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 £
Grants	-	98,140	98,140	110,749
Membership subscriptions	530	-	530	550
Registration fees	1,390	-	1,390	1,520
	1,920	98,140	100,060	112,819

3. Analysis of expenditure on charitable activities – year on year

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Advice work						
Staff costs	-	50,108	50,108	773	40,703	41,476
Training	-	2,030	2,030	-	2,772	2,772
Premises costs	-	3,678	3,678	-	3,596	3,596
Translation services	-	1,649	1,649	-	1,029	1,029
Office costs	-	4,020	4,020	-	3,111	3,111
	-	61,485	61,485	773	51,211	51,984
Wednesdays@Trinity						
Staff costs	-	3,192	3,192	200	3,159	3,359
Training	-	326	326	-	105	105
Premises costs	-	5,658	5,658	-	4,978	4,978
Resources & refreshments	-	540	540	-	871	871
	-	9,716	9,716	200	9,113	9,313
Tuesdays@BishopAndrewes						
Staff costs	-	-	-	-	-	-
Training	-	1,237	1,237	-	-	-
Premises costs	-	1,403	1,403	-	-	-
Resources & refreshments	-	409	409	-	-	-
	-	3,049	3,049	-	-	-
Outreach project						
Staff costs	-	15,502	15,502	77	8,202	8,279
Office costs	-	-	-	-	781	781
	-	15,502	15,502	77	8,983	9,060
Other charitable expenditure						
Client grants	-	150	150	-	100	100
One2One	-	61	61	-	53	53
Creative courses	-	2,088	2,088	-	2,345	2,345
Governance costs ¹	-	3,871	3,871	-	2,277	2,277
	-	6,170	6,170	-	4,775	4,775
	-	95,922	95,922	1,050	74,082	75,132

REFUGEE AND MIGRANT NETWORK SUTTON
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¹ No fee was charged for the Independent Examination of the accounts (2024: £nil). 2024 figures have been re-formatted with insurance and accreditation costs moved down into governance. A further reformatting is being considered, showing full cost recovery of those governance costs to the different activities.

4. Debtors

	2025	2024
	£	£
Other debtors	396	1,332
Prepayments	1,226	1,466
Total	1,622	2,798

5. Creditors – amounts falling due within one year

	2025	2024
	£	£
Accrued expenses	999	1,170
Pension creditor	388	348
Deferred income (note 6)	1,846	7,982
Total	3,233	9,500

6. Analysis of deferred income

	2025	2024
	£	£
Trust for London	-	2,750
Hilden Trust	-	3,325
SCF7 - One2One	376	437
SCF8 - volunteer advice worker training	1,470	1,470
Total	1,846	7,982

Income has been deferred where cash received relates to specific time-bound projects spanning, or beginning after, the year end.

7. Trustee remuneration and expenses

No trustee received any remuneration during this or the previous year. Trustees have not been reimbursed for travel or subsistence expenses (2024: nil) but only for purchases made on behalf of RMNS.

There was one transaction with a related party during the year for £250, declared in advance and approved by the other trustees (2024: £250).

REFUGEE AND MIGRANT NETWORK SUTTON
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8. Staff costs

	2025 £	2024 £
Wages and salaries	66,870	51,665
National Insurance contributions	22	-
Pension contributions	1,910	1,449
	68,802	53,114

The average number of employees during the year was 5 (2024: 5). No employee earned £60,000 per annum or more in this or the previous year.

9. Analysis of funds

	Opening Balance at 1 April 2024 £	Income £	Expenditure £	Transfers £	Closing Balance at 31 March 2025 £
Unrestricted Funds					
General Funds	3,889	8,259	-	(8,000)	4,148
Designated funds	50,000	-	-	8,000	58,000
	53,889	8,259	-	-	62,148
Restricted Funds					
Lottery 20210952	9,568	59,044	(53,764)	-	14,848
City Bridge	2,864	32,960	(35,824)	-	-
Advice work (Trust for London)	-	2,750	(2,750)	-	-
Hilden Trust	-	3,325	(3,325)	-	-
One2One (SCF*7)	-	61	(61)	-	-
Volunteer advice worker training (SCF*8)	-	-	-	-	-
Grants for Destitute Refugees (LCRN)	158	-	(150)	-	8
ESOL toddler group (London Borough of Sutton Neighbourhood Grant)	48	-	(48)	-	-
	12,638	98,140	(95,922)	-	14,856
	66,527	106,399	(95,922)	-	77,004

*London Borough of Sutton Community Fund (SCF) have provided RMNS with a number of different grants for the specific purposes detailed above.

REFUGEE AND MIGRANT NETWORK SUTTON
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9. (continued) Analysis of funds - comparatives

	Opening Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	Closing Balance at 31 March 2024 £
Unrestricted Funds					
General Funds	-	34,101	(1,050)	(29,162)	3,889
Designated funds	20,838	-	-	29,162	50,000
	<u>20,838</u>	<u>34,101</u>	<u>(1,050)</u>	<u>-</u>	<u>53,889</u>
Restricted Funds					
Lottery 20210952	-	36,556	(26,988)	-	9,568
City Bridge	-	31,390	(28,526)	-	2,864
Advice work (Trust for London)	-	10,750	(10,750)	-	-
Hilden Trust	-	7,000	(7,000)	-	-
One2One (SCF*7)	-	53	(53)	-	-
Volunteer advice worker training (SCF*8)	-	-	-	-	-
Advice worker training to OISC2 (SCF*2)	665	-	(665)	-	-
Grants for Destitute Refugees (LCRN)	258	-	(100)	-	158
ESOL toddler group (London Borough of Sutton Neighbourhood Grant)	48	-	-	-	48
	<u>971</u>	<u>85,749</u>	<u>(74,082)</u>	<u>-</u>	<u>12,638</u>
	<u>21,809</u>	<u>119,850</u>	<u>(75,132)</u>	<u>-</u>	<u>66,527</u>

*London Borough of Sutton Community Fund (SCF) have provided RMNS with a number of different grants for the specific purposes detailed above.

10. Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 £
Current assets	63,535	16,702	80,237	76,027
Creditors: amounts falling due within one year	(1,387)	(1,846)	(3,233)	(9,500)
	<u>62,148</u>	<u>14,856</u>	<u>77,004</u>	<u>66,527</u>

REFUGEE AND MIGRANT NETWORK SUTTON

England & Wales - Charity number 1150500

Accounts

REFUGEE & MIGRANT NETWORK SUTTON
(a Registered Charity & Company Limited by Guarantee)

Report and Financial Statements for the year ended 31 March 2024

(Registered Charity No 1150500)

(Company Number 08026861)

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

CHAIR'S REPORT

I am happy to report that in 2023/24 RMNS continued with its core activities: serving people who come for immigration advice (clients) and those who come for English classes (students). We have supported these activities with creative and work skills courses, a crèche for students' children and one to one help where needed.

We could not do any of this without the support of funders. I am extremely grateful for the support given by Trust for London, Lloyds Bank Foundation, National Lottery Community Fund and City Bridge Foundation. Together with other smaller funders, they have provided the financial security to enable us to help refugees and migrants in the Sutton area. I am also grateful to trustees, members and supporters for their on-going faithful commitment to RMNS.

We have a small staff team: Lucy Minyo (Advice Worker) and Zoe Clifford (Administrative Assistant) plus Diliana Diankova and Beata Mazurek (crèche workers). In September we welcomed Julia Hámori to the new post of Outreach Manager. My thanks to our staff team for all the work they have done in the past year.

Thanks also to our amazing volunteer team led by John Branford (volunteer coordinator). Volunteers come week after week with lessons prepared but with great flexibility to respond to immediate issues. A training lunch held twice a year is well-attended. Every class is led by a qualified ESOL English teacher and experienced teaching assistants. We are delighted that one long-term teaching assistant volunteer is about to train for an ESOL qualification and RMNS will part-fund his course so that he can go on to lead a class.

I am pleased that we have recently been able to take up a housing problem with our two local MPs and the Council. This has resulted in RMNS working closely with Sutton Council to improve the situation.

A highlight of the year was in December when the contribution of the organisation to Sutton was recognised when RMNS was awarded "Voluntary and Community Sector Organisation of the Year".

Lorri Dawson

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Refugee and Migrant Network Sutton (RMNS, or 'the charity'), formerly an unincorporated charity established in 1991, was registered as a charitable company on 11 April 2012. It continues to be both a registered charity and a charitable company limited by guarantee, working with the same objectives and offering the same range of services as it did before its alteration in status. It has no share capital and the liability of each member in the event of winding up is limited to £1.

Recruitment and appointment of trustees

Overall management and control of the charity during the year to 31 March 2024 was the responsibility of the trustees, who are also the directors, and who were all elected at the Annual General Meeting. Former Chair of Trustees, Anne Towner, stood down as trustee during the financial year but remains a volunteer. Our board was joined in the year by Sultan Mahmoodi, who brings with him lived experience of having to leave his home in difficult circumstances to settle in the UK from Afghanistan.

The board of trustees meets at least quarterly, in addition to the Annual General Meeting, any special meetings for a particular purpose and any meetings of working groups.

Induction and training of new trustees

RMNS recruits trustees to meet the assessed needs of the charity and the particular contribution they can make. Prospective trustees serve as a volunteer for a period before appointment. The induction process, therefore, normally takes place over several months.

Risk management

The trustees are conscious of their duty to identify the risks which could have an impact on the organisation. A policy for risk management is in place and the register is regularly revised and updated.

OBJECTIVES AND ACTIVITIES

The main objectives of RMNS, as set out in its Articles of Association, are to provide support for the relief of poverty to refugees, asylum seekers and migrants resident or working in the London Borough of Sutton by providing them with free and confidential advice, assistance, representation, counselling, translating and interpreting services in matters such as immigration, money, debt, welfare benefits, housing, health, education, training and employment.

A further objective is to provide opportunities for clients to improve their English in order to improve their quality of life, their ability to integrate into the community and their access to employment.

Summary of the main activities undertaken for public benefit

The trustees, mindful of their responsibility to ensure that all the activities undertaken by the charity are for the public benefit, declare that, in discharging this responsibility, they have paid due regard to the guidance issued by the Charity Commission on public benefit.

REFUGEE AND MIGRANT NETWORK SUTTON

(A Company Limited by Guarantee No 08026861)

ACHIEVEMENT AND PERFORMANCE

In the period 1 April 2023 to 31 March 2024 there were 92 new clients registered with Advice Worker, Lucy Minyo, and there were 410 attendances. This period included sick leave mentioned in the last statutory accounts. The Admin Assistant, Zoe Clifford, has continued to play an essential role in supporting Lucy, being a friendly and welcoming voice when people phone and also recording client information on the Lamplight database. Lucy is now supported by a volunteer, Vera Kim, who is considering training to OISC Level 1. She can help clients with issues where qualified help is not essential. An example of Lucy's help is the situation where a single parent with a disabled child came to RMNS because she had lost her Indefinite Leave to Remain (ILR) document when she became homeless. Lucy was able to gather evidence, including from the police, to put to the Home Office. The client now has her ILR in the form of a Biometric Residency Permit.

Clients are asked to complete a survey form after every attendance. Of the 100 completed forms, 90% of clients reported that they were happy or very happy with the advice they were given on their immigration status. On other issues, 88% were happy or very happy with the advice given. Regarding access, 97% found RMNS easy to access. Questions about understanding the advice, confidence and reduced anxiety were also extremely positive. 100% of clients would recommend RMNS to a friend.

We have continued to provide English classes at 6 levels in Sutton town centre. There are 75 students on class registers and an average attendance of 67 each week. Classes are supported by 30 volunteers including teachers and assistants, managers and refreshment team. Currently there are 7 children in the crèche with two staff (sessional) and 1 volunteer.

Student survey forms are collected once a year, the most recent ones in March. The survey shows that 100% of students were happy or very happy with their classes. Also, 100% agreed or strongly agreed that they were making progress with their English. 96% were feeling more confidence with their English. RMNS continues to welcome students with almost no English. There are two Foundation classes so that students get maximum help. One is designed for students with no English and no experience of Latin/Roman alphabet.

This year our nine One2One volunteers have supported twelve clients including people from Afghanistan, Kyrgyzstan, Egypt, Iran, Sri Lanka, Ukraine and Jamaica. Major issues have been housing, mental health, assistance in integration and support in finding employment. Volunteers have supported clients in some very difficult situations. They have needed to draw on deep experience from previous work as, for example GPs, civil servants and housing officers. We have held two One2One training/support team sessions and One2One members have also participated in wider training on Safeguarding and on Domestic Abuse facilitated by RMNS.

Management and Governance

Trustees' meetings were held four times in the period. We have nine trustees and are in the process of welcoming a tenth to our team. The AGM was held on 18 October 2023. A One2One volunteer, Lyndon Edwards, spoke movingly of the needs of people coming to the organisation for individual help. There were about 50 members, supporters and local organisations present. The Management Committee, which is primarily concerned with running the Wednesday classes, meets once a term. Membership includes some trustees, teachers and volunteer representatives.

We continue to work with Trinity Church in running the International Coffee Club (ICC) which provides a place on Monday mornings in term time for people to come for conversation. It is open to anyone and attracts people with moderately good English such as people from Hong Kong or former students.

Plans for the future and recent developments

The new post of Outreach Manager was filled in mid-September by Julia Hámori. One aspect of her work was to complete a research project to help Trustees decide where an additional hub or centre should be located. We have been impressed by the methodical and professional way Julia has set about this work. Her report was

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

discussed at the Trustees' Meeting on 26 April 2024. The data suggests there is some justification for opening another centre in central Sutton (where the current centre is based) but this is unlikely to attract groups we are not already reaching. Alternatively, we could locate in an area of deprivation and run pilot classes to assess need. Trustees agreed that we should seek a location in an area of deprivation. We have every confidence that this additional centre will be operational by the autumn term. Julia is also engaging with the community to identify under-served groups and additional needs. She is working with Sutton Mental Health Foundation with a view to offering a regular wellbeing course to students.

We are very conscious that students in the top classes are looking for something in addition to English classes. Some are looking for work and others want volunteer opportunities. Many attend the creative courses, go to the International Coffee Club and welcome extra sessions such as work-skills. They have reasonably good functional English. We are working with various providers (Sutton College, in particular) to provide tailored careers, work skills and employment courses.

FINANCIAL REVIEW

The financial statements have been presented in a format to comply with both company and charity law. Net income in the year to 31 March 2024 amounted to £44,718 (2023: net expenditure £3,900).

Incoming resources

The charity received a number of restricted grants totalling £85,749 (2023: £28,870). The charity also received an unrestricted grant from the Lloyds Bank Foundation of £25,000 (2023: £27,250).

Reserves

The charity has a policy of maintaining 6 months' expenditure as a designated fund, which it has succeeded in rebuilding during the year.

Designated reserves at the balance sheet date were £50,000 (2023: £20,838). Total reserves of £66,527 (2023: £21,809) at 31 March 2024 include £12,638 (2023: £971) to be spent on restricted projects and there were free reserves of £3,889 (2023: £nil).

REFUGEE AND MIGRANT NETWORK SUTTON

(A Company Limited by Guarantee No 08026861)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Refugee and Migrant Network Sutton for the purpose of company law) are responsible for preparing the Trustees' Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

The Trustees are responsible for keeping accurate accounting records which 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

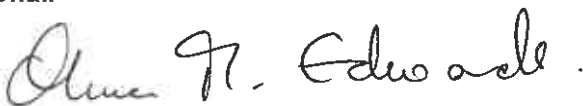
So far as the Trustees are aware:

- there is no relevant information of which the charitable company's independent examiner is unaware, and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant financial information and to establish that the independent examiner is aware of that information.

Approved by the Trustees on 5 July 2024 and signed on their behalf by:



Lorri Dawson
Chair



Olwen Edwards
Secretary

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

Independent Examiner's Report to the Trustees of Refugee and Migrant Network Sutton

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2024, which are set out on pages 9 to 15.

Responsibilities and basis of report

As the trustees, who are also directors of the company 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 charity are not required to be audited and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed the directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act.

Independent Examiner's Statement

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

1. Accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed on 5 July 2024 by:



**Sarah Holman FCA
16 Crichton Road
Carshalton
Surrey
SM5 3LS**

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31 March 2024

	Note	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Total funds 2023 £
INCOME					
Donations		6,988	-	6,988	4,308
Income from events		43	-	43	-
Charitable activities	2	27,070	85,749	112,819	57,681
TOTAL		34,101	85,749	119,850	61,989
EXPENDITURE					
Costs of fundraising		-	-	-	115
Charitable activities	3	1,050	74,082	75,132	65,774
TOTAL		1,050	74,082	75,132	65,889
Net income/(expenditure)		33,051	11,667	44,718	(3,900)
Transfers between funds		-	-	-	-
Net Movement in Funds		33,051	11,667	44,718	(3,900)
Total Funds brought forward		20,838	971	21,809	25,709
Net Movement in Funds		33,051	11,667	44,718	(3,900)
TOTAL FUNDS CARRIED FORWARD		53,889	12,638	66,527	21,809

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

Balance Sheet as at 31 March 2024

	Note	2024	2023
		£	£
Current Assets			
Debtors	4	2,798	1,528
Cash at bank and in hand		73,229	41,779
Total Current Assets		<u>76,027</u>	<u>43,307</u>
Creditors			
Amounts falling due within one year	5	<u>(9,500)</u>	<u>(21,498)</u>
Net Assets		<u>66,527</u>	<u>21,809</u>
The Funds of the Charity:			
Unrestricted Funds	9	53,889	20,838
Restricted Funds	9	<u>12,638</u>	<u>971</u>
Total Charity Funds		<u>66,527</u>	<u>21,809</u>

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

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

The trustees 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 small companies subject to the small companies regime and in accordance with FRS102 SORP.

Approved by the trustees on 5 July 2024 and signed on their behalf by:



Lorri Dawson
Chair

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

Notes to the financial statements for the year ending 31 March 2024

1. Accounting Policies

Basis of Preparation

The Accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and with the Charities Act 2011 and the Companies Act 2006.

Funds Structure

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them. More details are given in note 9.

Income Recognition

Income is recognised and included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to it, the trustees are virtually certain they will receive it and the monetary value can be measured with sufficient reliability. Where income has related expenditure (as with fundraising), the income and related expenditure are reported gross in the SOFA. Bank interest is recognised when it is credited to the account.

Deferred Income

Grant income is recognised over the life of the project to which it relates. Where grants have been received in advance of the start of the project, they have been deferred to the future period to which they relate.

Expenditure and Liabilities

Expenditure is accounted for on an accruals basis. Liabilities are recognised as soon as there is a legal or constructive obligation to pay.

Governance Costs

Governance costs include the costs of preparation and examination of the statutory accounts, the cost of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Taxation

The charity is not liable to income or capital gains tax on its charitable activities. Irrecoverable VAT is included in the asset cost or expense to which it relates.

Going Concern

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

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

2. Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Grants	25,000	85,749	110,749	56,120
Membership subscriptions	550	-	550	490
Registration fees	1,520	-	1,520	1,071
	27,070	85,749	112,819	57,681

3. Analysis of expenditure on charitable activities – year on year

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Advice work						
Salaries	773	40,703	41,476	18,875	23,588	42,463
Training	-	2,772	2,772	668	765	1,433
Premises costs	-	3,596	3,596	3,108	490	3,598
Translation services	-	1,029	1,029	1,518	-	1,518
Office costs	-	3,111	3,111	3,098	245	3,343
	773	51,211	51,984	27,267	25,088	52,355
Wednesdays @ Trinity						
Salaries	200	3,159	3,359	293	2,727	3,020
Training	-	105	105	-	-	-
Premises costs	-	4,978	4,978	3,873	900	4,773
Resources & refreshments	-	871	871	350	35	385
	200	9,113	9,313	4,516	3,662	8,178
Outreach project						
Salaries	77	8,202	8,279	-	-	-
Office costs	-	781	781	-	-	-
	77	8,983	9,060	-	-	-
Other charitable expenditure						
Client grants	-	100	100	-	150	150
One2One	-	53	53	-	98	98
Creative courses	-	2,345	2,345	1,225	297	1,522
Governance costs ¹	-	2,277	2,277	3,121	350	3,471
	-	4,775	4,775	4,346	895	5,241
	1,050	74,082	75,132	36,129	29,645	65,774

¹ No fee was charged for the Independent Examination of the accounts (2023: £nil). 2023 figures have been re-formatted with insurance and accreditation costs moved down into governance. A further reformatting is being considered, showing full cost recovery of those governance costs to the different activities.

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

4. Debtors

	2024 £	2023 £
Other debtors	1,332	873
Prepayments	1,466	655
Total	2,798	1,528

5. Creditors – Amounts falling due within one year

	2024 £	2023 £
Accrued expenses	1,170	365
Pension creditor	348	-
Deferred income	7,982	21,133
Total	9,500	21,498

6. Analysis of deferred income

	2024 £	2023 £
City Bridge	-	7,848
Trust for London	2,750	8,000
Hilden Trust	3,325	3,325
SCF7 - One2One	437	490
SCF8 - volunteer advice worker training	1,470	1,470
Total	7,982	21,133

Income has been deferred where cash received relates to specific time-bound projects spanning, or beginning after, the year end.

7. Trustee Remuneration and Expenses

No trustee received any remuneration during this or the previous year. Trustees have not been reimbursed for travel or subsistence expenses (2023: nil) but only for purchases made on behalf of RMNS.

There was one transaction with a related party during in the year for £250, declared in advance and approved by the other trustees (2023: £230).

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

8. Staff Costs

	2024 £	2023 £
Wages and salaries	51,665	44,246
Pension contributions	1,449	1,237
	<u>53,114</u>	<u>45,483</u>

The average number of employees during the year was 5 (2023:4). No employee earned £60,000 per annum or more in this or the previous year.

9. Analysis of Funds

	Opening Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	Closing Balance at 31 March 2024 £
Unrestricted Funds					
General Funds	-	34,101	(1,050)	(29,162)	3,889
Designated funds	20,838	-	-	29,162	50,000
	<u>20,838</u>	<u>34,101</u>	<u>(1,050)</u>	<u>-</u>	<u>53,889</u>
Restricted Funds					
Lottery 20210952	-	36,556	(26,988)	-	9,568
City Bridge	-	31,390	(28,526)	-	2,864
Advice work (Trust for London)	-	10,750	(10,750)	-	-
Hilden Trust	-	7,000	(7,000)	-	-
One2One (SCF*7)	-	53	(53)	-	-
Volunteer advice worker training (SCF*8)	-	-	-	-	-
Advice worker training to OISC2 (SCF*2)	665	-	(665)	-	-
Grants for Destitute Refugees (LCRN)	258	-	(100)	-	158
ESOL toddler group (London Borough of Sutton Neighbourhood Grant)	48	-	-	-	48
	<u>971</u>	<u>85,749</u>	<u>(74,082)</u>	<u>-</u>	<u>12,638</u>
	<u>21,809</u>	<u>119,850</u>	<u>(75,132)</u>	<u>-</u>	<u>66,527</u>

*London Borough of Sutton Community Fund (SCF) have provided RMNS with a number of different grants for the specific purposes detailed above.

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

9. (continued) Analysis of Funds - comparatives

	Opening Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	Closing Balance at 31 March 2023 £
Unrestricted Funds					
General Funds	-	33,119	(36,244)	3,125	-
Designated funds	23,963	-	-	(3,125)	20,838
	<u>23,963</u>	<u>33,119</u>	<u>(36,244)</u>	<u>-</u>	<u>20,838</u>
Restricted Funds					
Advice work (Trust for London)	-	10,000	(10,000)	-	-
Advice work referrals (Sutton CAB / Big Lottery Reaching Communities)	-	319	(319)	-	-
Advice worker training to OISC2 (SCF*2)	1,290	-	(625)	-	665
Grants for Destitute Refugees (LCRN)	408	-	(150)	-	258
ESOL toddler group (London Borough of Sutton Neighbourhood Grant)	48	-	-	-	48
Awards for All	-	6,759	(6,759)	-	-
One2One (SCF*7)	-	98	(98)	-	-
Drop-in costs (SCF*9)	-	3,552	(3,552)	-	-
Hilden Trust	-	3,675	(3,675)	-	-
Ukraine Response (Community Action Sutton)	-	4,467	(4,467)	-	-
	<u>1,746</u>	<u>28,870</u>	<u>(29,645)</u>	<u>-</u>	<u>971</u>
	<u>25,709</u>	<u>61,989</u>	<u>(65,889)</u>	<u>-</u>	<u>21,809</u>

*London Borough of Sutton Community Fund (SCF) have provided RMNS with a number of different grants for the specific purposes detailed above.

10. Net Assets by Fund

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Current assets	55,407	20,620	76,027	43,307
Creditors: amounts falling due within one year	(1,518)	(7,982)	(9,500)	(21,498)
	<u>53,889</u>	<u>12,638</u>	<u>66,527</u>	<u>21,809</u>

REFUGEE AND MIGRANT NETWORK SUTTON

England & Wales - Charity number 1150500

Accounts

REFUGEE & MIGRANT NETWORK SUTTON
(a Registered Charity & Company Limited by Guarantee)

Report and Financial Statements for the year ended 31 March 2023

(Registered Charity No 1150500)

(Company Number 08026861)

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their report and financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in October 2019.

Legal and Administrative Details

Charity Name Refugee and Migrant Network Sutton (also known as RMNS)

Charity Registration Number: 1150500

Company Registration Number: 08026861

Registered Office and
Operational Address: Granfers Community Centre
73-79 Oakhill Road
Sutton, SM1 3AA

Trustees/Directors of the Charity and Company:

The trustees, who are directors of the company for the purposes of the Companies Act 2006, are its trustees for the purposes of charity law and are referred to throughout this report as the trustees. The trustees who held office during the year, and since the year end, were as follows:

Lorri Dawson	Chair
Ann Morrison	Vice Chair
Olwen Edwards	Secretary
Lisa Webster	Treasurer
John Branford	Volunteer Co-ordinator
Namrata Chowdhary	
Carlos De Sousa	Resigned 30 June 2022
Sultan Mahmoodi	Appointed 28 April 2023
Briony Thomas	
Anne Towner	Resigned 17 July 2023
Deborah Wroe	

Members of the Drop-in Management Committee:

Liz Stanley	
Suad Al Chalabi	Registration Administrator
Lucy Minyo	Advice Worker

Bankers: HSBC, 54 Woodcote Road, Wallington, Surrey, SM6 0NJ

Website: www.rmns.org.uk

Facebook: facebook.com/rmnsutton

Independent Examiner: Sarah Holman FCA
16 Crichton Road
Carshalton Surrey SM5 3LS

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

CHAIR'S REPORT

In 2022/23 RMNS continued with its core activities: serving people who come for immigration advice (clients) and those who come for English classes (students).

Wednesdays at Trinity Church continued to be very busy every week in term-time. We have always called this "the Drop-in" because clients were able to drop in and see our advice worker without an appointment. However, the majority of what goes on is much more regular and formalised in nature, so we are thinking that perhaps it needs a new name ... watch this space! We had an average of 70 students each week in six different English classes. We welcomed people from Ukraine, Hong Kong and many other parts of the world. Our classes are over-subscribed and the need, especially at beginner level, is great. We serve our students in many ways and they respond with good humour, with thankfulness and, most importantly, by improving their English. We are grateful to Trustee and Secretary, Olwen Edwards, for managing the demands of the Drop-in in addition to all her other trustee responsibilities.

We have an holistic approach and support our students with childcare during classes. This is so much more than a crèche and we are grateful to two sessional staff members and additional volunteers for helping these children experience the beginning of their educational journey in the UK. We also offer a One2One service where volunteers stand alongside individuals going through some of the most difficult periods of their lives. This sort of support is significant and demanding. Also, we offer our students creative courses with local professional artists.

Although we are a volunteer-led organisation we do have staff: our Advice Worker, qualified to OISC level 1, is supported by our Admin Assistant; and two sessional workers take the lead in the crèche. Salaries and rent take a large proportion of our finances. The last annual accounts mentioned successful funding bids and you can see the detail in the rest of the accounts. The continuation of our work with refugees and migrants would not be possible without funds from the National Lottery, City Bridge Foundation (formerly City Bridge Trust) and others. We strongly appreciate their support. We are grateful to Lisa Webster, our Treasurer, for her on-going work on RMNS finances and also the Funding Group for putting in the bids that allow RMNS to continue its work.

We never take our volunteers for granted. In addition to Drop-in volunteers who teach, look after children and provide refreshments, others look after IT, Facebook and the website and the One2One team who give individual support. The involvement of members and supporters is just as important as others I have already mentioned. Some members and supporters quietly get on with fundraising and awareness and we appreciate this very much. We regularly recognise their achievements on our Facebook page and the website.

Looking back over the last year I am absolutely full of thanks for what RMNS has been able to achieve through the organisation and the people we work with.

Lorri Dawson

REFUGEE AND MIGRANT NETWORK SUTTON

(A Company Limited by Guarantee No 08026861)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Refugee and Migrant Network Sutton (RMNS, or 'the charity'), formerly an unincorporated charity established in 1991, was registered as a charitable company on 11 April 2012. It continues to be both a registered charity and a charitable company limited by guarantee, working with the same objectives and offering the same range of services as it did before its alteration in status. It has no share capital and the liability of each member in the event of winding up is limited to £1.

Recruitment and appointment of trustees

Overall management and control of the charity during the year to 31 March 2023 was the responsibility of the trustees, who are also the directors, and who were all elected at the Annual General Meeting.

The board of trustees meets at least quarterly, in addition to the Annual General Meeting, any special meetings for a particular purpose and any meetings of working groups.

Induction and training of new trustees

RMNS recruits trustees to meet the assessed needs of the charity and the particular contribution they can make. Prospective trustees serve as a volunteer for a period before appointment. The induction process, therefore, normally takes place over several months.

Risk management

The trustees are conscious of their duty to identify the risks which could have an impact on the organisation. A policy for risk management is in place and the register is regularly revised and updated.

OBJECTIVES AND ACTIVITIES

The main objectives of RMNS, as set out in its Articles of Association, are to provide support for the relief of poverty to refugees, asylum seekers and migrants resident or working in the London Borough of Sutton by providing them with free and confidential advice, assistance, representation, counselling, translating and interpreting services in matters such as immigration, money, debt, welfare benefits, housing, health, education, training and employment.

A further objective is to provide opportunities for clients to improve their English in order to improve their quality of life, their ability to integrate into the community and their access to employment.

Summary of the main activities undertaken for public benefit

The trustees, mindful of their responsibility to ensure that all the activities undertaken by the charity are for the public benefit, declare that, in discharging this responsibility, they have paid due regard to the guidance issued by the Charity Commission on public benefit.

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

ACHIEVEMENT AND PERFORMANCE

In the financial year our Advice Worker advised 143 new clients with 512 attendances. This was slightly lower than last year because of staff sick leave during the final quarter. As a result, there were more enquiries – 126 in total – and they all involved detailed discussions to direct clients to find the help they needed. We are grateful to Admin Assistant, Zoe Clifford, for taking on this substantial level of enquiries. Clients meeting Lucy Minyo, Advice Worker, were given advice on immigration plus other topics including housing, benefits, health, education and training. Clients were mostly working age and predominantly female (55%). About 37% of advice clients identified themselves as having a disability. The most commonly occurring countries of birth of clients were Ukraine (15%), Afghanistan (9%) and Sri Lanka (8%). UK citizens were also represented (7%) often needing advice about spouse visas, visitors' visas and overseas travel. The remainder came from nearly 40 different countries. The advice service continues to use Clear Voice translation service (social enterprise subsidiary of the charity Migrant Help).

We have around 45 committed and enthusiastic volunteers. They give about 3,000 hours of service a year to the organisation, which is equivalent to £35,850 at the London Living Wage of £11.95 per hour. We are grateful to another of our Trustees, John Branford, who is our Volunteer Coordinator. He ensures we have references for new volunteers and that volunteer teachers and teaching assistants are available for all classes each week. Students are regularly asked to complete survey forms about the teaching they receive and their progress. The last survey was in July. 100% of students were happy or very happy with their class. 98% agreed or strongly agreed that they were making progress in their English. 89% were feeling more confident. Some students moved to higher classes but many wanted to stay with their current teachers. Students were invited to add comments and these were almost entirely positive. Some students find the environment noisy (because they share a hall area with another class). Many wanted more lessons.

We have continued to work with Trinity Church in the provision of a weekly café (International Coffee Club - ICC). The ICC has been well-received by clients and students. The ICC is open to anyone who wants to practise their English and there are many regulars from, for example, the Hong Kong community, where the café is one of the few places where they can speak English with other nationalities. We continue to appreciate the support of Trinity Church and its members in so many ways.

Management and Governance

The Board is responsible for the whole organisation but especially key issues such as ensuring financial viability, compliance with regulatory organisations (OISC, Charity Commission, Companies House and AQS) and maintaining a sound safeguarding environment. The Board of Trustees has met four times in the financial year. In November 2022 the organisation's accreditation under the Advice Quality Standard was reviewed. This involves the provision of detailed documentation to demonstrate compliance with the Advice Quality Standard and thorough face to face interviews between the Assessor, RMNS staff and various members of the Board of Trustees. We were delighted to be told that we had passed with flying colours.

Former Chair of Trustees, Anne Towner, stood down as trustee during the year but remains a volunteer. Anne was RMNS Safeguarding Lead and we are delighted that Trustee, Briony Thomas, has taken on this role. Trustee, Deborah Wroe, continues to be the first person to contact on safeguarding issues. A working group undertook a thorough review of RMNS safeguarding policies and practice and have recommended further training. We are committed to understanding the safeguarding issues of our clients, working together to ensure they feel safe and have the support they need.

Our last Annual General Meeting took place on 19 October 2022 and our guest speaker was Sultan Mahmoodi. He told his very moving story of relocating with his family to the UK from Afghanistan in 2021. We are delighted that he has agreed to join our Trustee Board. His appointment will be confirmed at the 2023 AGM. He brings with him lived experience of having to leave his home in difficult circumstances to settle in the UK. We all have different kinds of lived experience and I am often amazed at how this diverse team works so tirelessly together.

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

Plans for the future and recent developments

The last accounts recorded the Board's decisions made at the Awayday on 21 November 2021 to increase outreach by recruiting a part-time outreach employee, respond to needs of Ukrainians, widen our services (One2One and creative courses), and improve the quality of our services. We are pleased to report that, having raised the necessary funding, we have just appointed a part-time outreach manager who, with help from a project team, will research and identify the needs of unreached ethnic groups in the Sutton area with a view to establishing an additional half-day of activities, including more English classes, in a new centre.

Our new employee started on 11 September. This is really exciting for RMNS Trustees; we have had so many ideas for outreach and improving our offer to refugees and migrants but not previously had the capacity to carry them through.

FINANCIAL REVIEW

The financial statements have been presented in a format to comply with both company and charity law. Net expenditure in the year to 31 March 2023 amounted to £3,900 (2022: £33,359).

Incoming resources

The charity received a number of restricted grants totalling £28,870 (2022: £18,338, with an additional £627 of Coronavirus Job Retention Scheme grant). The charity also received an unrestricted grant from the Lloyds Bank Foundation of £27,250 (£25,000 plus an additional £2,250 granted later to assist the charity and its staff in coping with the cost of living crisis). A further £25,000 will be received from Lloyds Bank Foundation later in 2023.

Reserves

The charity has had a policy of maintaining 6 months' expenditure as a designated fund. Since mid-2021, the charity has needed to draw on its reserves to fund continuing activities while new grant funding was sought. Over the period September 2022 to March 2023, new grant funding was secured from Lloyds Bank Foundation, City Bridge Foundation and the Big Lottery which will meet all existing expenditure commitments until the end of September 2026, fund outreach and an expansion of our activities over the same period and rebuild reserves to the planned level by the end of March 2024.

Designated reserves at the balance sheet date were £20,838 (2022: £23,963). £3,125 was transferred to cover the deficit on the general fund (2022: £2,537). Total reserves of £21,809 (2022: £25,709) at 31 March 2023 include £971 (2022: £1,746) to be spent on restricted projects and there were no free reserves (2022: £nil).

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Refugee and Migrant Network Sutton for the purpose of company law) are responsible for preparing the Trustees' Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

The Trustees are responsible for keeping accurate accounting records which 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

So far as the Trustees are aware:

- there is no relevant information of which the charitable company's independent examiner is unaware, and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant financial information and to establish that the independent examiner is aware of that information.

Approved by the Trustees on 13 October 2023 and signed on their behalf by:



**Lorri Dawson
Chair**



**Olwen Edwards
Secretary**

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

Independent Examiner's Report to the Trustees of Refugee and Migrant Network Sutton

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2023, which are set out on pages 9 to 16.

Responsibilities and basis of report

As the trustees, who are also directors of the company 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 charity are not required to be audited and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed the directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act.

Independent Examiner's Statement

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

1. Accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed on 13 October 2023 by:



**Sarah Holman FCA
16 Crichton Road
Carshalton
Surrey
SM5 3LS**

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31 March 2023

	Note	Unrestricted funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
INCOME					
Donations		4,308	-	4,308	2,344
Covid-19 Job Retention Scheme		-	-	-	776
Charitable activities	2	28,811	28,870	57,681	18,798
TOTAL		33,119	28,870	61,989	21,918
EXPENDITURE					
Costs of fundraising		115	-	115	-
Charitable activities	3	36,129	29,645	65,774	55,277
		36,244	29,645	65,889	55,277
Net income/(expenditure)		(3,125)	(775)	(3,900)	(33,359)
Transfers between funds		-	-	-	-
Net Movement in Funds		(3,125)	(775)	(3,900)	(33,359)
Total Funds brought forward		23,963	1,746	25,709	59,068
Net Movement in Funds		(3,125)	(775)	(3,900)	(33,359)
TOTAL FUNDS CARRIED FORWARD		20,838	971	21,809	25,709

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

Balance Sheet as at 31 March 2023

	Note	2023	2022
		£	£
Current Assets			
Debtors	4	1,528	989
Cash at bank and in hand		41,779	41,973
Total Current Assets		<u>43,307</u>	<u>42,962</u>
Creditors			
Amounts falling due within one year	5	<u>(21,498)</u>	<u>(17,253)</u>
Net Assets		<u>21,809</u>	<u>25,709</u>
The Funds of the Charity:			
Unrestricted Funds	9	20,838	23,963
Restricted Funds	9	<u>971</u>	<u>1,746</u>
Total Charity Funds		<u>21,809</u>	<u>25,709</u>

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

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

The trustees 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 small companies subject to the small companies regime and in accordance with FRS102 SORP.

Approved by the trustees on 13 October 2023 and signed on their behalf by:



Lorri Dawson
Chair

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

Notes to the financial statements for the year ending 31 March 2023

1. Accounting Policies

Basis of Preparation

The Accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and with the Charities Act 2011 and the Companies Act 2006.

Funds Structure

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them. More details are given in note 9.

Income Recognition

Income is recognised and included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to it, the trustees are virtually certain they will receive it and the monetary value can be measured with sufficient reliability. Where income has related expenditure (as with fundraising), the income and related expenditure are reported gross in the SOFA. Bank interest is recognised when it is credited to the account.

Deferred Income

Grant income is recognised over the life of the project to which it relates. Where grants have been received in advance of the start of the project, they have been deferred to the future period to which they relate.

Expenditure and Liabilities

Expenditure is accounted for on an accruals basis. Liabilities are recognised as soon as there is a legal or constructive obligation to pay.

Governance Costs

Governance costs include the costs of preparation and examination of the statutory accounts, the cost of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Taxation

The charity is not liable to income or capital gains tax on its charitable activities. Irrecoverable VAT is included in the asset cost or expense to which it relates.

Going Concern

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

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

2. Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Grants	27,250	28,870	56,120	18,338
Membership subscriptions	490	-	490	460
Registration fees	1,071	-	1,071	-
	<u>28,811</u>	<u>28,870</u>	<u>57,681</u>	<u>18,798</u>

**REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)**

3. Analysis of expenditure on charitable activities – year on year

	Unrestricted funds 2023	Restricted funds 2023	Total funds 2023	Unrestricted funds 2022	Restricted funds 2022	Total funds 2022
	£	£	£	£	£	£
Advice work						
Staff costs						
Salaries	18,875	23,588	42,463	15,373	23,521	38,894
Training & supervision ¹	668	765	1,433	381	-	381
Expenses	-	-	-	7	-	7
Premises costs						
Granfers rent	2,910	490	3,400	1,791	-	1,791
Granfers cleaning	198	-	198	198	-	198
Translation services	1,518	-	1,518	803	239	1,042
Overheads						
IT & telephone	2,906	245	3,151	3,494	264	3,758
Office expenses	192	-	192	395	112	507
Insurance	990	-	990	955	-	955
Accreditation ²	1,159	-	1,159	-	-	-
Subscriptions ³	-	-	-	910	-	910
	<u>29,416</u>	<u>25,088</u>	<u>54,504</u>	<u>24,307</u>	<u>24,136</u>	<u>48,443</u>
Drop-in costs						
Staff costs						
Salaries ⁴	293	2,727	3,020	1,993	783	2,776
Training	-	-	-	-	-	-
Expenses	-	-	-	-	-	-
Premises costs						
Trinity rent	3,873	900	4,773	2,373	-	2,373
Other expenses						
Teaching resources	67	35	102	-	-	-
Crèche resources	226	-	226	16	-	16
Refreshments	57	-	57	56	-	56
	<u>4,516</u>	<u>3,662</u>	<u>8,178</u>	<u>4,438</u>	<u>783</u>	<u>5,221</u>
Other charitable expenditure						
Client grants	-	150	150	68	390	458
One2One	-	98	98	-	-	-
Creative courses	1,225	297	1,522	-	603	603
Governance costs ⁵	972	350	1,322	552	-	552
	<u>2,197</u>	<u>895</u>	<u>3,092</u>	<u>620</u>	<u>993</u>	<u>1,613</u>
	<u>36,129</u>	<u>29,645</u>	<u>65,774</u>	<u>29,365</u>	<u>25,912</u>	<u>55,277</u>

¹ 2023 figure includes subscriptions to various bodies providing training, previously shown separately.

² AQS renewed only every other year

³ Now included in training, costs of fundraising or governance costs according to the nature of the subscription

⁴ Salary costs for the drop-in are stated gross. The Covid-19 Job Retention Scheme grant from HMRC in 2022 of £776 was shown separately on the face of the Statement of Financial Activities.

⁵ No fee was charged for the Independent Examination of the accounts (2022: £nil).

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

4. Debtors

	2023	2022
	£	£
Other debtors	873	241
Prepayments	655	748
Total	1,528	989

5. Creditors – Amounts falling due within one year

	2023	2022
	£	£
Creditors and accrued expenses	365	617
Deferred income	21,133	16,636
Total	21,498	17,253

6. Analysis of deferred income

	2023	2022
	£	£
City Bridge Foundation	7,848	-
Trust for London	8,000	7,500
Hilden Trust	3,325	-
SCF7 - One2One	490	588
SCF8 - volunteer advice worker training	1,470	1,470
Awards for All	-	6,759
Advicelink (CAB/Reaching Communities)	-	319
Total	21,133	16,636

Income has been deferred where cash received relates to specific time-bound projects spanning, or beginning after, the year end.

7. Trustee Remuneration and Expenses

No trustee received any remuneration during this or the previous year. Trustees have not been reimbursed for travel or subsistence expenses (2022: nil) but only for purchases made on behalf of RMNS.

There was one transaction with a related party during in the year for £230, declared in advance and approved by the other trustees (2022: £200).

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

8. Staff Costs

	2023	2022
	£	£
Wages and salaries	44,246	40,537
Pension contributions	1,237	1,133
	45,483	41,670

The average number of employees during the year was 4 (2022:4). No employee earned £60,000 per annum or more in this or the previous year.

9. Analysis of Funds

	Opening Balance at 1 April 2022	Income	Expenditure	Transfers	Closing Balance at 31 March 2023
	£	£	£	£	£
Unrestricted Funds					
General Funds	-	33,119	(36,244)	3,125	-
Designated funds	23,963	-	-	(3,125)	20,838
	23,963	33,119	(36,244)	-	20,838
Restricted Funds					
Advice work (Trust for London)	-	10,000	(10,000)	-	-
Advice work referrals (Sutton CAB / Big Lottery Reaching Communities)	-	319	(319)	-	-
Advice worker training to OISC2 (SCF*2)	1,290	-	(625)	-	665
Grants for Destitute Refugees (LCRN)	408	-	(150)	-	258
ESOL toddler group (London Borough of Sutton Neighbourhood Grant)	48	-	-	-	48
Awards for All	-	6,759	(6,759)	-	-
One2One (SCF*7)	-	98	(98)	-	-
Drop-in costs (SCF*9)	-	3,552	(3,552)	-	-
Hilden Trust	-	3,675	(3,675)	-	-
Ukraine Response (Community Action Sutton)	-	4,467	(4,467)	-	-
	1,746	28,870	(29,645)	-	971
	25,709	61,989	(65,889)	-	21,809

*London Borough of Sutton Community Fund (SCF) have provided RMNS with a number of different grants for the specific purposes detailed above.

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

9. (continued) Analysis of Funds - comparatives

	Opening Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	Closing Balance at 31 March 2022 £
Unrestricted Funds					
General Funds	23,773	2,953	(29,365)	2,639	-
Designated funds	26,500	-	-	(2,537)	23,963
	<u>50,273</u>	<u>2,953</u>	<u>(29,365)</u>	<u>102</u>	<u>23,963</u>
Restricted Funds					
Core Funding (Big Lottery Reaching Communities)	6,985	627	(7,612)	-	-
Advice work (Trust for London)	-	7,500	(7,500)	-	-
Advice work referrals (Sutton CAB / Big Lottery Reaching Communities)	-	2,594	(2,594)	-	-
Covid-19 London Community Response	472	-	(472)	-	-
Advice worker training to OISC2 (SCF*2)	1,290	-	-	-	1,290
Grants for Destitute Refugees (LCRN)	-	900	(390)	(102)	408
ESOL toddler group (London Borough of Sutton Neighbourhood Grant)	48	-	-	-	48
EU Settlement Scheme (Big Lottery Reaching Communities / Sutton CAB)	-	4,587	(4,587)	-	-
Awards for All	-	2,757	(2,757)	-	-
	<u>8,795</u>	<u>18,965</u>	<u>(25,912)</u>	<u>(102)</u>	<u>1,746</u>
	<u>59,068</u>	<u>21,918</u>	<u>(55,277)</u>	<u>-</u>	<u>25,709</u>

*London Borough of Sutton Community Fund (SCF) have provided RMNS with a number of different grants for the specific purposes detailed above.

10. Net Assets by Fund

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Current assets	21,203	22,104	43,307	42,962
Creditors: amounts falling due within one year	(365)	(21,133)	(21,498)	(17,253)
	<u>20,838</u>	<u>971</u>	<u>21,809</u>	<u>25,709</u>

REFUGEE AND MIGRANT NETWORK SUTTON

England & Wales - Charity number 1150500

Accounts

REFUGEE & MIGRANT NETWORK SUTTON
(a Registered Charity & Company Limited by Guarantee)

Report and Financial Statements for the year ended 31 March 2021

(Registered Charity No 1150500)

(Company Number 08026861)

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

CHAIR'S REPORT

Last year was memorably interrupted by the shock of lockdown which caused major disruption to our services and required much adjustment, both mental and physical. This year the emphasis has been on adapting our practice and continuing to provide help to our clients by the means at our disposal.

Both our advice work and our English tuition were formerly provided in buildings which are not our own – the Trinity Church rooms and Granfers Community Centre. Both were closed to the public in mid-March, the last Drop-in session being closed down on 18 March 2020. Our advice worker was determined to continue to give advice as soon as possible and quickly established the essentials of working from home. Our administrator also adapted rapidly, adjusting her hours of work to accommodate home-schooling her children and ensuring that she was able to collect important post from the office by arrangement with the Centre manager.

We obtained some small Covid-specific grants which provided a printer for the advice worker to use at home, a mobile phone for the administrator, new laptops for both of them and additional funds for interpreting services. We had started to use the Clearvoice agency for interpreting services but we anticipated correctly that there would be an increased need for the service when the advice was being given by telephone rather than face to face. The use of Clearvoice was initially to be for a 6-month trial period but it has been such a success that we are determined to continue it and will build it into future funding bids. The new mobile has replaced the answering machine as the numbers left in messages by clients with little English were often indistinct, preventing contact with the client. As the phone displays the number, this problem no longer causes frustration.

The number of clients given advice would appear to indicate that the great majority are managing to make contact and to receive information, but we continue to monitor the sources of clients' referrals to RMNS or knowledge of its services. It is essential to maintain our outreach and to improve it if possible.

We continue to benefit from secure funding, chiefly from the Reaching Communities Fund of the Big Lottery but also from Trust for London, from whom we have obtained a further grant of £30,000 over 3 years, our Advicelink partnership with Citizens Advice Sutton and the EU Settlement Scheme. This combination of funding has enabled us to provide full-time advice work and part-time administrative support of 12 hours per week. The Advice Worker and the Administrator have formed a close and flexible partnership which has adjusted well to the conditions of remote working and ensures that our clients have the most effective service possible.

It is now time to address the question of future funding, as in many cases the application process can be lengthy. A working group has begun to consider which funders to approach. It may be that we shall apply again to the Big Lottery but it is considered good practice to engage more than one funder. We have felt the loss of the local donations which we normally receive from community and faith groups that have been unable to meet as usual and we hope that this vital support may be regained during the coming year.

We have been excited this term (Autumn 2021) to regain the use of Trinity Church premises to restore the drop-in facility for advice clients and to resume face to face English lessons, both of which had been much missed. Our wonderful team of volunteer teachers and assistants have, since September 2020, provided online lessons for over 30 students in five class groups. They have taken part together in initial training with the help of Tony and Caroline Wilson, and have progressed to making use of the technology to provide effective and exciting lessons. It may be decided in the new academic year to continue some of the online teaching alongside the face to face learning which the students in the early stages of English speaking require.

We are also restoring the creche, which provides developmental activities and play opportunities for the young children of some of our students for whom lack of childcare was a great obstacle to their learning English. Our creche staff have just returned from furlough and are excited to be back with the children.

Anne Towner

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Refugee and Migrant Network Sutton, formerly an unincorporated charity established in 1991, was registered as a charitable company on 11 April 2012. It continues to be both a registered charity and a charitable company limited by guarantee, working with the same objectives and offering the same range of services as it did before its alteration in status. It has no share capital and the liability of each member in the event of winding up is limited to £1.

Recruitment and appointment of trustees

Overall management and control of the charity during the year to 31 March 2021 was the responsibility of the trustees, who are also the directors, and who were all elected at the Annual General Meeting.

The board of trustees meets at least quarterly, in addition to the Annual General Meeting, any special meetings for a particular purpose and any meetings of working groups.

Induction and training of new trustees

RMNS recruits trustees to meet the assessed needs of the Charity and the particular contribution they can make. Prospective trustees serve as a volunteer for a period before appointment. The induction process, therefore, normally takes place over several months.

Risk management

The trustees are conscious of their duty to identify the risks which could have an impact on the organisation. A policy for risk management is in place and the register is regularly revised and updated.

OBJECTIVES AND ACTIVITIES

The main objectives of RMNS, as set out in its Articles of Association, are to provide support for the relief of poverty to refugees, asylum seekers and migrants resident or working in the London Borough of Sutton by providing them with free and confidential advice, assistance, representation, counselling, translating and interpreting services in matters such as immigration, money, debt, welfare benefits, housing, health, education, training and employment.

A further objective is to provide opportunities for clients to improve their English in order to improve their quality of life, their ability to integrate into the community and their access to employment.

Summary of the main activities undertaken for public benefit

The trustees, mindful of their responsibility to ensure that all the activities undertaken by the Charity are for the public benefit, declare that, in discharging this responsibility, they have paid due regard to the guidance issued by the Charity Commission on public benefit.

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

ACHIEVEMENT AND PERFORMANCE

Advice at OISC Level 1 was provided in 494 sessions for 145 clients on a range of topics, of which immigration was by far the most in demand. As RMNS is the sole qualified provider of free immigration advice in Sutton, this is an essential service. Clients were also given advice on housing, welfare, health, education and training, and in 37 cases they were referred to other organisations which could provide specialist support. A small number of clients were provided with foodbank vouchers or small emergency grants for essential expenses.

Clients came from 54 countries of birth with no ethnic or national group predominating. They were chiefly aged between 30 and 50 with much smaller numbers of younger and older people. Many therefore had family concerns. There were 85 clients seeking help with the EUSS process, either because they were not able to manage it themselves or because they were finding it difficult to provide the necessary documentation.

Evaluation forms were completed by the majority of clients and indicated overall a 98% rate of satisfaction with the advice given and with the increased confidence that resulted from better understanding of their situation.

External evaluation of our work was conducted remotely in the autumn term. The Office of the Immigration Services Commissioner (OISC) carried out an audit of the advice work for the first time and concluded that RMNS is "fully compliant with the Commissioner's Code of Standards". File reviews were undertaken by a former Immigration Judge now working with Refugee Action Kingston. She praised our Advice Worker's attention to detail and conscientious updating of her knowledge through training. Our biennial assessment for the Advice Quality Standard was successful as RMNS was found to have no issues requiring corrective action and many instances of good practice.

From 18 March 2020 radical changes were required to comply with Government regulations in response to the Covid-19 pandemic. The advice service was switched to remote provision by phone and email from the home of the Advice Worker. The Administrator also worked from home but was able to visit the office occasionally, alone, by arrangement with the manager of the building. The English tuition was suspended until 20 September when online classes began to be provided for the higher level class groups.

MANAGEMENT AND GOVERNANCE

Involvement in the EUSS continued. The funding provided one day per week for the advice worker and 12 hours for the administrator. As there is still a steady flow of applicants, it was decided to apply to continue the work into 2021 until the scheme comes to an end.

New trustees Namrata Chowdhary and Carlos de Sousa were duly confirmed by election at the AGM. Nallini Thevakarrunai stepped down in December 2020 but will continue to take an active interest as a member. The trustees thanked her for her service as an interpreter as well as a trustee. Deborah Wroe took on the role of Membership Secretary.

The trustees were pleased to be able to appoint a volunteer co-ordinator. This important post has been vacant for some time. John Branford has made an effective contribution despite being appointed at the worst possible time for making contact with volunteers and has since been elected as a trustee, subject to confirmation at the forthcoming AGM.

Plans for trustee training as a team had to be yet again postponed but will be resumed when circumstances permit.

The AGM was conducted remotely by Zoom. Carlos de Sousa was our speaker. He gave an illuminating account of the processes followed by refugee doctors wishing to qualify for practising in the UK. He is currently taking part in a project with the Refugee Council to assist some doctors in this situation.

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

PLANS FOR THE FUTURE AND RECENT DEVELOPMENTS

From September it will be possible to resume some elements of face to face practice. Much will depend on Covid statistics, government regulations and public attitudes. Progress has been made in adapting the office at Granfers Community Centre by installing an opening window and a protective desk screen. Discussions with the staff are ongoing, as it is essential to retain their confidence and safeguard their health.

Consideration has also been given to safety respecting reinstating the English tuition at Trinity Church, using the hall and the larger rooms which have better ventilation. Volunteer teachers and assistants have started classes from September 2021, the conditions being judged right. Some teachers are also continuing with online teaching as they have students living at some distance. The online teaching has been a considerable success and has allowed teachers to extend their skills and try activities which were not possible in the church hall.

The social aspect of RMNS has been sorely missed, so it was with great pleasure that volunteers attended a social evening kindly hosted by Olwen Edwards and students met at a picnic in the park.

As the Big Lottery funding has now come to an end, the trustees have been considering future funding possibilities. RMNS was successful in a repeat application to Trust for London, which has secured a further £30,000 over the next three years. It is also possible for RMNS to re-apply to the Lottery in due course and preparations for this will begin soon. There will inevitably be a loss of several thousand pounds of local funding this year as the faith groups and others which generally donate to RMNS have not been meeting and are still under restrictions. However, the further grant from Trust for London, the extension to the EU Settlement Scheme grant from Citizens Advice Sutton and the trustees' prudent reserves policy mean that RMNS has been able to extend the contracts of the advice worker and administrator until the end of 2021. An increased LCRF grant has been received which will allow more destitute refugees to be given assistance. The funding group is to be reactivated and further sources of income to be explored. We shall be searching both for core funding and for small grants for creative projects, which are always popular and give opportunities for language development.

The trustees were extremely concerned by the proposals put forward by the Home Secretary in her New Plan for Immigration. Trustees responded to the consultation and later sent a statement to the two local MPs, Paul Scully and Elliot Colburn, making the points that could not be included in the consultation. A response was received from the Home Office. RMNS is not primarily a campaigning organisation but the trustees feel it is their duty to reflect the views of their members and offer advice to the government concerning the situation of refugees in the UK. In view of the many and stringent proposals now being placed before Parliament, it is likely that there will be a continuing need for this.

FINANCIAL REVIEW

The financial statements have been presented in a format to comply with both company and charity law. Net expenditure in the year to 31 March 2021 amounted to £917 (2020: net income of £11,945).

Incoming resources

The company received a number of restricted grants totalling £47,619 (2020: £58,752), in addition to £2,136 (2020: £nil) of Coronavirus Job Retention Scheme grant, which has also been treated as restricted in line with the allocation of salary costs to restricted funds.

Reserves

The company has had a policy of maintaining 6 months expenditure as a designated fund. The level achieved in 2020 remains sufficient for planned expenditure in the year ahead. Designated reserves are £26,500. The remainder of £23,773 (£32,568 less the £8,795 remaining to be spent on restricted projects) was free reserves.

REFUGEE AND MIGRANT NETWORK SUTTON (A Company Limited by Guarantee No 08026861)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Refugee and Migrant Network Sutton for the purpose of company law) are responsible for preparing the Trustees' Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

The Trustees are responsible for keeping accurate accounting records which 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

So far as the Trustees are aware:

- there is no relevant information of which the charitable company's independent examiner is unaware, and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant financial information and to establish that the independent examiner is aware of that information.

Approved by the Trustees on 20 October 2021 and signed on their behalf by:



**Anne Towner
Chair**



**Lorri Dawson
Vice Chair**

REFUGEE AND MIGRANT NETWORK SUTTON

(A Company Limited by Guarantee No 08026861)

Independent Examiner's Report to the Trustees of Refugee and Migrant Network Sutton

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021, which are set out on pages 9 to 16.

Responsibilities and basis of report

As the trustees, who are also directors of the company 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 and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed the directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act.


Independent Examiner's Statement

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

1. *Accounting records were not kept in respect of the company as required by section 386 of the 2006 Act;* or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed on 20 October 2021 by:



Sarah Holman FCA
16 Crichton Road
Carshalton
Surrey
SM5 3LS

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31 March 2021

	Note	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
INCOME					
Donations		2,426	-	2,426	3,059
Covid-19 Job Retention Scheme		-	2,136	2,136	-
Charitable activities	2	450	47,619	48,069	61,592
TOTAL		2,876	49,755	52,631	64,651
EXPENDITURE					
Costs of fundraising		-	-	-	-
Charitable activities	3	271	53,277	53,548	52,706
		271	53,277	53,548	52,706
Net income/(expenditure)		2,605	(3,522)	(917)	11,945
Transfers between funds		87	(87)	-	-
Net Movement in Funds		2,692	(3,609)	(917)	11,945
Total Funds brought forward		47,581	12,404	59,985	48,040
Net Movement in Funds		2,692	(3,609)	(917)	11,945
TOTAL FUNDS CARRIED FORWARD		50,273	8,795	59,068	59,985

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

**REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)**

Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Current Assets			
Debtors	4	2,130	4,108
Cash at bank and in hand		59,957	70,435
Total Current Assets		<u>62,087</u>	<u>74,543</u>
Creditors			
Amounts falling due within one year	5	<u>(3,019)</u>	<u>(14,558)</u>
Net Assets		<u>59,068</u>	<u>59,985</u>
The Funds of the Charity:			
Unrestricted Funds	9	50,273	47,581
Restricted Funds	9	<u>8,795</u>	<u>12,404</u>
Total Charity Funds		<u>59,068</u>	<u>59,985</u>

For the financial year ended 31 March 2021, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

The trustees 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 small companies subject to the small companies regime and in accordance with FRS102 SORP.

Approved by the trustees on 20 October 2021 and signed on their behalf by:



**Anne Towner
Chair**

REFUGEE AND MIGRANT NETWORK SUTTON

(A Company Limited by Guarantee No 08026861)

Notes to the financial statements for the year ending 31 March 2021

1. Accounting Policies

Basis of Preparation

The Accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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, and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and with the Charities Act 2011 and the Companies Act 2006.

Funds Structure

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them. More details are given in note 9.

Income Recognition

Income is recognised and included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to it, the trustees are virtually certain they will receive it and the monetary value can be measured with sufficient reliability. Where income has related expenditure (as with fundraising), the income and related expenditure are reported gross in the SOFA. Bank interest is recognised when it is credited to the account.

Deferred Income

Grant income is recognised over the life of the project to which it relates. Where grants have been received in advance of the start of the project, they have been deferred to the future period to which they relate.

Expenditure and Liabilities

Expenditure is accounted for on an accruals basis. Liabilities are recognised as soon as there is a legal or constructive obligation to pay.

Governance Costs

Governance costs include the costs of preparation and examination of the statutory accounts, the cost of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Taxation

The charity is not liable to income or capital gains tax on its charitable activities. Irrecoverable VAT is included in the asset cost or expense to which it relates.

Going Concern

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

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

2. Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Grants	-	47,619	47,619	58,752
Membership subscriptions	450	-	450	370
Registration fees	-	-	-	2,470
	450	47,619	48,069	61,592

REFUGEE AND MIGRANT NETWORK SUTTON
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3. Analysis of expenditure on charitable activities – year on year

	Unrestricted funds 2021	Restricted funds 2021	Total funds 2021	Unrestricted funds 2020	Restricted funds 2020	Total funds 2020
	£	£	£	£	£	£
Advice work						
Staff costs						
Salaries	-	37,263	37,263	-	34,989	34,989
Training & supervision	-	70	70	-	1,954	1,954
Expenses	-	-	-	-	88	88
Premises costs						
Granfers rent	-	785	785	-	3,400	3,400
Granfers cleaning	-	-	-	-	192	192
Translation services	-	1,672	1,672	-	166	166
Overheads						
IT & telephone	52	4,075	4,127	-	2,428	2,428
Office expenses	-	264	264	-	577	577
Insurance	125	656	781	-	938	938
Accreditation	-	1,500	1,500	-	-	-
Subscriptions	94	1,641	1,735	-	437	437
	271	47,926	48,197	-	45,169	45,169
Drop-in costs						
Staff costs						
Salaries ¹	-	2,765	2,765	-	2,855	2,855
Training	-	-	-	-	65	65
Expenses	-	-	-	-	145	145
Premises costs						
Trinity rent	-	-	-	-	3,291	3,291
Other expenses						
Teaching resources	-	-	-	-	41	41
Crèche resources	-	-	-	-	241	241
Refreshments	-	-	-	-	-	-
Publicity	-	-	-	-	-	-
	-	2,765	2,765	-	6,638	6,638
Other charitable expenditure						
Client grants	-	190	190	-	250	250
One2One	-	-	-	-	96	96
ESOL toddler group	-	-	-	-	39	39
Governance costs ²	-	200	200	-	514	514
Building capabilities	-	2,196	2,196	-	-	-
	-	2,586	2,586	-	899	899
	271	53,277	53,548	-	52,706	52,706

¹Salary costs for the drop in are stated gross. The Covid-19 Job Retention Scheme grant from HMRC of £2,136 (2020: £nil) is shown separately on the face of the Statement of Financial Activities.

²No fee was charged for the Independent Examination of the accounts (2020: £nil).

4. Debtors

	2021 £	2020 £
Other debtors	728	3,263
Prepayments	1,402	845
Total	2,130	4,108

REFUGEE AND MIGRANT NETWORK SUTTON
(A Company Limited by Guarantee No 08026861)

5. Creditors – Amounts falling due within one year

	2021	2020
	£	£
Creditors and accrued expenses	642	524
Deferred income	2,377	14,034
Total	3,019	14,558

6. Analysis of deferred income

	2021	2020
	£	£
Core funding (Reaching Communities)	-	9,370
Trust for London - advice	-	2,606
SCF7 - One2One	588	588
SCF8 - volunteer advice worker training	1,470	1,470
Advicelink (CAB/Reaching Communities)	319	-
Total	2,377	14,034

Income has been deferred where cash received relates to specific time-bound projects spanning, or beginning after, the year end.

7. Trustee Remuneration and Expenses

No trustee received any remuneration during this or the previous year. Trustees have not been reimbursed for travel or subsistence expenses (2020: nil) but only for purchases made on behalf of RMNS.

There were no transactions with a related party during in the year (2020: one, £200, declared in advance and approved by the other trustees).

REFUGEE AND MIGRANT NETWORK SUTTON
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8. Staff Costs

	2021 £	2020 £
Wages and salaries	39,058	37,013
Pension contributions	970	831
	40,028	37,844

The average number of employees during the year was 4 (2020:4). No employee earned £60,000 per annum or more in this or the previous year.

9. Analysis of Funds

	Opening Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	Closing Balance at 31 March 2021 £
Unrestricted Funds					
General Funds	21,081	2,876	(271)	87	23,773
Designated funds	26,500	-	-	-	26,500
	47,581	2,876	(271)	87	50,273
Restricted Funds					
Core Funding (Big Lottery Reaching Communities)	10,789	30,246	(34,050)		6,985
Advice work (Trust for London)	189	2,606	(2,606)	(189)	-
Coronavirus Community Support	-	3,155	(3,155)	-	-
Advice work referrals (Sutton CAB / Big Lottery Reaching Communities)	-	2,544	(2,544)	-	-
Covid-19 London Community Response	-	2,015	(1,543)	-	472
Advice worker training to OISC2 (SCF*2)	1,290	-	-	-	1,290
Grants for Destitute Refugees (LCRN)	88	-	(190)	102	-
ESOL toddler group (London Borough of Sutton Neighbourhood Grant)	48	-	-	-	48
EU Settlement Scheme (Big Lottery Reaching Communities / Sutton CAB)	-	9,189	(9,189)	-	-
One2One (SCF*7)	-	-	-	-	-
Volunteer advice worker training (SCF*8)	-	-	-	-	-
	12,404	49,755	(53,277)	(87)	8,795
	59,985	52,631	(53,548)	-	59,068

*London Borough of Sutton Community Fund (SCF) have provided RMNS with a number of different grants for the specific purposes detailed above.

REFUGEE AND MIGRANT NETWORK SUTTON
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9. (continued) Analysis of Funds - comparatives

	Opening Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	Closing Balance at 31 March 2020 £
Unrestricted Funds					
General Funds	19,182	5,899	-	(4,000)	21,081
Designated funds	22,500	-	-	4,000	26,500
	41,682	5,899	-	-	47,581
Restricted Funds					
Core Funding (Big Lottery Reaching Communities)	4,085	29,367	(22,663)	-	10,789
Advice work (Trust for London)	97	10,469	(10,377)	-	189
Advice work expansion (SCF*6)	461	2,770	(3,231)	-	-
Advice work referrals (Sutton CAB / Big Lottery Reaching Communities)	-	2,188	(2,188)	-	-
Advice work (Yapp Trust)	-	2,250	(2,250)	-	-
Advice worker training to OISC2 (SCF*2)	1,290	-	-	-	1,290
Grants for Destitute Refugees (LCRN)	338	-	(250)	-	88
ESOL toddler group (London Borough of Sutton Neighbourhood Grant)	87	-	(39)	-	48
EU Settlement Scheme (Big Lottery Reaching Communities / Sutton CAB)	-	11,612	(11,612)	-	-
One2One (SCF*7)	-	96	(96)	-	-
Volunteer advice worker training (SCF*8)	-	-	-	-	-
	6,358	58,752	(52,706)	-	12,404
	48,040	64,651	(52,706)	-	59,985

*London Borough of Sutton Community Fund (SCF) have provided RMNS with a number of different grants for the specific purposes detailed above.

10. Net Assets by Fund

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Current assets	50,725	11,362	62,087	74,543
Creditors: amounts falling due within one year	(452)	(2,567)	(3,019)	(14,558)
	50,273	8,795	59,068	59,985