

REFUGEE WOMEN OF BRISTOL
CHARITABLE INCORPORATED ORGANISATION

Annual Report and Accounts
Year ended: 31ST MARCH 2023

Registered CIO No: 1171683

REFUGEE WOMEN OF BRISTOL
CHARITABLE INCORPORATED ORGANISATION
Annual Report and Accounts
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**REFUGEE WOMEN OF BRISTOL
CHARITABLE INCORPORATED ORGANISATION
Annual Report and Accounts
Legal and administrative Information**

Status

Refugee Women of Bristol is a registered Charitable Incorporated Organisation with the Charity Commission in England and Wales on 20 February 2017. Refugee Women of Bristol was originally registered as a charity on 29 April 2010

Trustees and management committee

Mrs Muna Ali, Chair
Mrs Amina Jama
Mrs Marfat Shamat, Vice-chair
Mrs Fatuma Othman Resigned in November 2022
Miss Tatu Nampijji
Mrs Nasra Gedi
Mrs Safa Omer, Treasurer
Miss Ayesha Ali, Secretary
Miss Shazia Akhtar

Miss Aminata Coulibali
Mrs Samanta Haxhagiqi Elected in November 2022

Registered charity number 1171683

Registered office

Unit 35, Easton Business Centre, Felix Road, Bristol BS5 0HE
info@refugeewomenofbristol.org.uk
<http://www.refugeewomenofbristol.org.uk/>

Bankers

Lloyds TSB

Accountants

AL Accounting Solutions
Chartered Certified Accountants
21A Brighton Road
South Croydon
Surrey
CR2 6EA

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Trustees' Report

Reflections from the Chair and Development Manager

2022-2023 was a very successful but challenging year. The cost-of-living crisis has had a huge impact on the running of the organisation, particularly staff salaries. Some staff are working fewer hours as we cannot secure the funding to pay our staff as well as meet the running costs of the organisation. Our running costs including utility bills and rent have significantly increased. We had a few COVID-19 emergency grants which have now come to an end. We noticed that we are receiving fewer donations from the public which we use to help manage the running costs of the organisation or pay unexpected bills. This meant using our unrestricted funds to meet the increased costs of running the organisation.

The funding for our Mend the Gap project, in partnership with FORWARD, is coming to an end next month. To date, we have not secured funding to continue the project, but we are planning to apply for a continuation grant from the Lottery Community Fund that funded the project for the last 4 years. However, the trustees decided to continue some element of the project and fund it, to ensure women are adequately supported.

RWoB has been working with the Community Exchange group which is a collective of local organisations, agencies, and Bristol City Council (BCC). This coordination concentrates on sharing up-to-date information about the cost-of-living crisis. This includes issues around food and fuel poverty, Community Hubs, Welcoming Spaces, and mental and physical well-being. RWoB's Community Champions played a key role in supporting, signposting, and referring refugee women into local welcome spaces to ensure they were well supported during this difficult time. Our Community Champions had been working with other Bristol Community Champions managed by BCC. They holistically and effectively responded to the COVID-19 pandemic and now the cost-of-living crisis.

Our drop-in centre was a welcome space and started to provide breakfast and culturally appropriate cooked lunches for refugee and asylum-seeking women and their preschool children. We provided monthly food vouchers to our most vulnerable and hard-to-reach members to access food. This unique service attracts old and new members alike.

We are very pleased to have been voted Bristol24/7's charity partner for 2023! <https://www.bristol247.com/news-and-features/news/the-bristol-women-supporting-refugees-and-asylum-seekers/>

Another significant success for RWoB is completing the Community Development (CD) training programme with staff and volunteers to strengthen their understanding of CD as well as expand our toolkit of skills and techniques to better work with women. As part of improving our ways of working, we created a guidance document to implement participatory tools and techniques to enable women to fully participate in all our services in person and online.

Our services were dependent on a dedicated team of volunteers who gave their precious time to deliver a lifesaving service in this difficult time and we would like to acknowledge and thank them. We would also like to express our utmost gratitude and appreciation to all our funders who responded generously during this unprecedented time and enabled us to deliver a unique and flexible service to a vulnerable group of women in Bristol.

Thank you to all those who donated, fundraised, and supported us this year to continue to deliver the unique service for and led by refugee and asylum-seeking women in Bristol and its surrounding areas.

Objectives and activities

Refugee Women of Bristol is a registered charity set up in 2003 by a group of refugee women to advance education, relieve poverty, promote, and protect the health of refugee women and those seeking asylum in Bristol and the surrounding area by provision of advice, information, and support.

What we want to achieve

- To raise the educational status of refugee women and asylum seekers – giving them more choices, opportunities to gain employment and improved economic prospects.
- To ensure that women have access to relevant information on issues concerned with welfare rights, health, education, and other appropriate issues.
- To raise awareness of the issues faced by the women and reduce barriers that prevent them from accessing other services and opportunities, building bridges, and improving integration.

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Trustees' Report

What we want to achieve continued..

- To assist the women to develop good social networks and include rather than exclude themselves from the community reducing isolation.
- To improve self-esteem and self-confidence.
- To empower women to participate in local and national decision-making processes.

How we achieve our aims

- Providing access to information on issues such as health, welfare, childcare, education, housing, training, and employment.
- Enabling women to access support from bi-lingual community workers and ensuring written information is translated or interpreted verbally for those who are not literate in their first language.
- Delivering leisure and social opportunities.
- Provision of free educational opportunities with the support of an on-site free crèche.
- Informing service providers about the needs of refugee women through workshops, presentations and by raising RWOB's profile at community events.
- Organising social events/outings to give women a chance to build friendship networks.
- Outreach work to increase participation of women in the group from a wide range of cultural backgrounds.
- Making links with local and national organisations, which will support the work and the development of the organisation.
- Developing the Board of Trustees through a programme of support and training so the organisation can be managed effectively.
- Enabling women to have a say in the development of services that may affect their lives.

Summary of activities and achievements

2022-23: We had **115** new members and a total membership of **630**. Our members speak over **48** different first languages and have **53** different countries of origin.

-We had **40** volunteers; **19** volunteering places were given to the members including the trustees.

- Our English language and life skills support service is run by volunteers. The service focuses on teaching practical language skills that women can use in their daily lives, for example going to the doctors, and accessing information about local services. **111** women attended ESOL classes including 1-1 reading and conversation classes.

-**Arts and Crafts:** This is a very informal activity, where women can relax, chat and be creative. Activities include sewing, knitting and jewellery making. Women have been making cushions, cards and baskets to sell and fundraise for the organisation.

- Our Community Workers provided over **368** individual advocacy and information sessions to **161** different women (of which **115** were 'new')

- Our Mend the Gap team provided **576** 1-1 emotional and practical support sessions to **48** women from African and Arabic-speaking communities who are survivors of physical and emotional abuse. **37** of these women were also referred to specialist support agencies for further support such as counselling services from Bristol Mind. Additionally, **198** outreach sessions were carried out to women, organisations, agencies, forums, and meetings. These sessions highlighted the support our members need and the issues they are facing.

RWOB and FORWARD celebrated Black History Month in October in Bristol. The event aimed to celebrate the work and journeys of community change makers and champions from African communities in Bristol who have been instrumental in making a difference in the lives of fellow women. The activities included key speakers from RWOB and FORWARD, and a panel session of advocates/companions reflecting on their journey. Over **50** people attended and had the opportunity to engage and ask questions. At the end of the event, our Poet, Kaltun Duale, performed a poetry piece to reflect the importance of the work that champions do.

Advocates/ Champions provided fortnightly Health and Well-being sessions at the drop-in Centre. They facilitated health-related information sessions with Caafi Health to deliver several well-being workshops focused on resilience-building and preventative approaches. As women struggle to find local GP appointments, Caafi Health runs clinics in the community giving timely support to our women.

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Trustees' Report

Summary of activities and achievements continued..

-53 Asylum-seeking women accessed our free bus fare tickets. Some women accessed the free bus fare tickets that we receive from the Bristol City of Sanctuary. An average of 20 women accessed the tickets every week. We paid 6 -7 women to buy day tickets which costed us a total of £1390.
65 women got a monthly voucher, £10 each, from December 2022 – March 2023 funded by Feeding Bristol.

-We celebrated International Women's Day, Christmas, Eid, and Kurdish New Year.

-As part of the Refugee Festival in June 2022, we organised a dance event to celebrate the refugee contribution to Bristol. Over 100 women and some of their preschool children attended the event.

- **Early Years Project (EYP):** The Bristol Refugee Rights Early Years Project delivered at RWoB offers a wide range of activities for children under 5. These include construction, painting, water play, sand play and imaginary play. Each session ends with a song and movement time with the children where we use parachutes/bubbles and puppets. The provision follows the children's lead and interests and schematic play. A wide range of books is always on offer as well as a quiet area for younger children to explore heuristic play including treasure baskets which tune into the different senses.

25 Individual children attended the EYP; in this period 14 new children were registered with 480 individual attendance sessions which were delivered.

-**Training for staff and volunteers:** RWoB organised training for staff and volunteers to enable them to deliver safe, supported, and appropriate services to our members; including First Aid training, Mental Health & Well-being Peer Support Group, Fire Marshall, Community Development Program, Food Hygiene, social media, Safeguarding and Health and Safety policy, Finance, Anti- Racism.

-**Workshops for members:** Wellbeing workshop, SARSAS (trauma around sexual abuse), Smear test, Breast Cancer, Mother Nature, Art for Wellbeing, Child Exploration, Counselling, Contraception Methods, Racism, among others.

-**Lunch club and food provision:** Our kitchen team cooked lunch for 100 women and their preschool children a week; provided additional takeaway meals to asylum-seekers and low-income women such as single mothers; warm refreshments and snacks. Access to food helped to ease the financial burden on our members and their families.

Personnel 2022-2023

Layla Ismail - Development Manager
Negat Hussein - Drop-in Co-ordinator and Community Outreach Worker
Sherien Sheikh – Drop-In Assistant
Azza Mustafa – Health and Well-being Coordinator
Sana Elgoralsh - Finance Worker
Viki Harte - Administrator
Jade Pang - Community Worker (Chinese)
Muna Talha - Community Worker (Arabic)
Sauad Osman - Community Worker (Somali) till May 2022
Negla Abdi Hadl - Kitchen Coordinator from December 2022

I would like to thank the trustees, staff and volunteers whose energy, determination, and commitment to improving the quality of life for women from the refugee community is immeasurable. Finally, on behalf of everyone at RWoB, I would like to express our gratitude and thanks to all our funders, donors, and fundraisers.

Layla Ismail
Development Manager

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Trustees' Report

Structure, Governance and Management
Objectives and activities

The objects of the charity are:

To advance education, relieve poverty and promote and protect the health of refugee women and those seeking asylum in Bristol and the surrounding area by the provision of advice, information and support.

Organisation

Refugee Women of Bristol is governed by a Constitution which operates as an Association. The Trustees are appointed or reappointed annually at AGMs and can be co-opted in between. Trustees are provided with a 4-session induction to introduce them to their role and responsibilities. They are then supported to undertake training appropriate to any special role they undertake on the management committee. This includes an introduction to the organisation's policies including:

- *Confidentiality
- *Equal Opportunities
- *Safeguarding Adults Policy
- *Grievance and Disciplinary Procedures
- *Health and Safety policy and risk assessments
- *Complaints Procedures.
- *Financial policy and procedures
- *Service user involvement policy

Refugee Women of Bristol's (RWOB) organisational structure and the wider network it works with. RWOB is a registered charity with financial support from the local council and local and national trust funds. Bristol City Council has funded the organisation since its inception in 2003. RWOB has an excellent track record of engaging hard-to-reach women from the refugee and asylum-seeking community. Refugee women have been at the heart of the organisation since its beginning, involved at all levels as volunteers, staff and trustees. The management committee is entirely led by women from refugee backgrounds who understand the needs and issues faced by refugee and asylum-seeking women from their own experience; they are therefore best placed to direct the development of services for the community and ensure that they are culturally appropriate.

The organisation is made up of trustees, paid staff and a team of volunteers. We actively support our members in developing their skills, so they can participate in the management committee, volunteer and/or apply for paid positions. RWOB has an excellent track record of working in partnership with service providers to deliver services at the drop-in centre and in the wider community. RWOB has formed successful partnerships with a range of voluntary and statutory organisations. Key partnerships include Bristol Refugee Rights, Borderlands, Public Health, FORWARD charity, Bristol Red Cross, and Bristol City Council amongst others.

The trustees closely monitor risks associated with running services for the organisation by carrying out risk assessments and implementing appropriate measures to mitigate risk.

Public Benefit

The Trustees have complied with their duty under Section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aim and objectives they have set.

REFUGEE WOMEN OF BRISTOL
CHARITABLE INCORPORATED ORGANISATION
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Independent Examiner's Report to the Trustees
for the year ended 31ST MARCH 2023

I report to the trustees on my examination of the accounts of the above charity for the above period.

Responsibilities and basis of report:

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

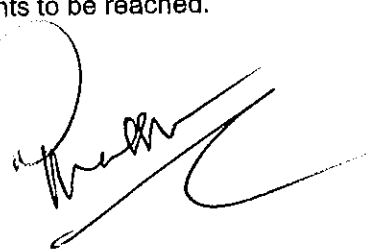
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement:

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- * the accounting records were not kept in accordance with section 130 of the Charities Act; or
- * the accounts did not accord with the accounting records; or
- * the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Alhassan Bangura FCCA
AL Accounting Solutions
Chartered Certified Accountants
21A Brighton Road
South Croydon
Surrey
CR2 6EA

Date..... 2 August 2023

REFUGEE WOMEN OF BRISTOL
CHARITABLE INCORPORATED ORGANISATION
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Notes forming part of the financial statements
for the year ended 31ST MARCH 2023

5. Creditors & Accruals

	2023	2022
	£	£
Trade Creditors & accruals	1,440	1,140
Payroll Tax and National Insurance	1,331	350
Pension liability	299	-
	<u>3,070</u>	<u>1,490</u>

6. Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Salaries and pension cost	8,283	99,706	107,989	110,372
Events and workshops	1,479	15,895	17,374	16,142
Room hire	-	11,535	11,535	3,619
Volunteer expenses	-	5,102	5,102	13,650
Advocacy & support	1,142	3,232	4,374	1,054
Rent, rates & utilities	1,469	9,730	11,199	10,314
Postage, stationery & office sundries	92	1,024	1,116	759
Telephone & Internet	-	585	585	592
Travel & subsistence	1,197	949	2,146	2,382
Recruitment & CRB checks	-	273	273	65
Non capitalised asset cost	304	1,545	1,849	1,829
Training	611	3,462	4,073	566
Membership & subscription	-	458	458	415
Legal and professional	2,016	2,273	4,289	5,070
Website & publicity	-	264	264	35
Insurance	429	793	1,222	974
Bookkeeping & payroll cost	427	300	727	-
Bank charges	-	280	280	251
Trustee expenses	500	5,378	5,878	2,813
Accountancy fees	1,440	-	1,440	1,140
	<u>19,389</u>	<u>162,784</u>	<u>182,173</u>	<u>172,042</u>

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7. Movement in funds

	At 01-Apr-22	Incoming resources £	Outgoing resources £	Adjustment & Transfers £	At 31-Mar-23 £
Restricted funds					
Bristol City Council BRASP Community Hubs	1,960	21,649	(21,375)		2,234
BCC Community Champion Grant	-	5,000	(4,086)		914
Bristol City Council COVID-19 Grant	-	2,424	(651)		1,773
The National Lottery Community Fund	6,217	37,418	(37,264)		6,371
JJ Charitable trust	5,000		(4,258)		742
Anonymous Funder	15,365		(6,364)	(5,000)	4,001
HT & LB Cadbury Trust	500	1,000	(1,000)		500
John James Foundation	7,333	12,000	(4,795)	(5,000)	9,538
Lloyds Bank Foundation	-	27,250	(19,580)		7,670
Anonymous Funder	-	2,000		(2,000)	-
Anonymous Funder		16,590	(2,600)		13,990
D Gill KG		1,500	(448)		1,052
Anonymous Funder		6,900	(6,900)		-
Winter Household Support Funding award	-	5,060	(4,032)		1,028
Rosa Thrive Fund	9,459		(9,459)		-
Anonymous Funder	1,980	2,000	(2,281)	(1,699)	-
Sport England Tackling Inequalities Fund	1,085		(1,085)		-
Comic Relief	12,212	24,394	(36,606)		-
Total Restricted funds	61,111	165,185	(162,784)	(13,699)	49,813
Unrestricted funds					
The Stephen Clark Charitable	-	7,500	(657)		6,843
Pears Foundations		10,000			10,000
General Funds held as reserves		-		33,000	33,000
General Funds others	77,064	26,203	(18,732)	(19,301)	65,234
	77,064	43,703	(19,389)	13,699	115,077
Total funds	138,175	208,888	(182,173)	-	164,890

REFUGEE WOMEN OF BRISTOL
CHARITABLE INCORPORATED ORGANISATION
Annual Report and Accounts
Notes forming part of the financial statements
for the year ended 31ST MARCH 2023

1. Accounting policies

- a) The accounts (financial statements) have been prepared 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 the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.
- b) Grants and income are included in full in the Statement of Financial Activities in the year in which they are receivable, except as follows:
- When donors specify that funds must be used in future accounting periods, the income is then deferred until those periods.
 - When funders impose conditions which have to be fulfilled before the charity becomes entitled to the income, as such the income is deferred until after the pre-condition is met.
- c) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.
- d) Unrestricted funds are donations and other incoming resources received for the objects of the charity without further specified purpose and are available as general funds.
- e) Restricted funds are to be used for specific purposes as laid down by the donor.

2. Net incoming resources for the year

	2023	2022
This is stated after charging:	£	£
Independent Examiners Fee	1,440	1,140

3. Staff cost and numbers

	2023 Number	2023 £	2022 Number	2022 £
Wages & Salaries	9	107,989	9	110,372

4. Debtors & Prepayments

	2023 £	2022 £
Prepayments	1,450	1,450
	1,450	1,450

REFUGEE WOMEN OF BRISTOL
CHARITABLE INCORPORATED ORGANISATION
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Statement of Financial Activities (including Income and Expenditure Account)
for the year ended 31ST MARCH 2023

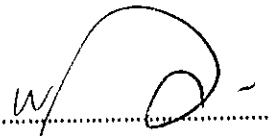
		Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
	Notes				
Incoming resources:					
<i>Incoming resources from generated funds</i>					
Donations		26,203	4,290	30,493	8,748
<i>Incoming resources from charitable activities</i>					
Grants and Service level agreements		17,500	160,895	178,395	193,271
Total Incoming resources		<u>43,703</u>	<u>165,185</u>	<u>208,888</u>	<u>202,019</u>
Resources Expended:					
Charitable activities	6	19,389	162,784	182,173	172,042
Total Resources Expended		<u>19,389</u>	<u>162,784</u>	<u>182,173</u>	<u>172,042</u>
Net incoming resources		24,314	2,401	26,715	29,977
Opening funds balance		77,064	61,111	138,175	108,198
Adjustments/transfers	7	13,699	(13,699)	-	-
Closing funds balance*	7	<u>115,077</u>	<u>49,813</u>	<u>164,890</u>	<u>138,175</u>


*includes £33,000 of unrestricted funds held as reserves

REFUGEE WOMEN OF BRISTOL
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Balance Sheet as at 31ST MARCH 2023

		<u>2023</u>	<u>2022</u>
	<u>Notes</u>	£	£
Current assets			
Debtors & prepayments	4	1,450	1,450
Cash at bank		166,245	137,812
Cash in Hand		265	403
		<u>167,960</u>	<u>139,665</u>
Creditors: Amounts falling due within one year	5	<u>(3,070)</u>	<u>(1,490)</u>
Net Current Assets		164,890	138,175
Net Assets		<u>164,890</u>	<u>138,175</u>
REPRESENTED BY:			
Restricted Funds	7	49,813	61,111
Unrestricted Funds	7	115,077	77,064
		<u>164,890</u>	<u>138,175</u>

These financial statements were approved by the trustees on
and are signed on their behalf by:


.....
Mrs Muna Ali
Chairperson

2nd / 08 / 2023


REFUGEE WOMEN OF BRISTOL
Annual Report and Accounts
for the year ended 31ST MARCH 2023
Trustees' Report

Statement of trustees' responsibility

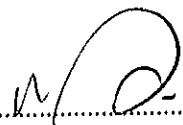
A UK Charity regulation requires the trustees to prepare financial statements that give a true and fair view of the charity's financial activities during the year and its financial position at the end of the year. In doing so the trustees are required to: -

- * Select suitable accounting policies and then apply them consistently;
- * Make judgements and reasonable and prudent judgement;
- * State whether applicable accounting standards and statement of recommended practice have been followed, subject to any 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 charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with applicable law, regulations, and the trust deed. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserve Statement

The trustees' agreed to reserve **34%** of unrestricted funds for 2022-2023. During this time period, the unrestricted funds held as general funds totalled **£98,234**, therefore the reserve will be **£33,000** This is to build financial resilience and manage unexpected costs. The RWoB policy sets out clear aims and objectives for this reserve.

Signed.....
Mrs Muna Ali
Chairperson

Date:.....