

# THE GAP - WALES

England & Wales · Charity number 1172283

## Details

---

**Status** Registered

**Legal form** CIO

**Registered** 2017-03-27

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

## Contact

---

**Address** The Gap Centre  
42 Stow Hill  
Newport  
NP20 1JG

**Phone** 01633221908

**Email** [admin@thegap.wales](mailto:admin@thegap.wales)

**Website** [www.thegap.wales](http://www.thegap.wales)

## Activities

---

**Objects:** THE OBJECTS OF THE CIO ARE:1. TO RELIEVE THE NEEDS OF THOSE GRANTED REFUGEE STATUS AND THOSE SEEKING ASYLUM AND THEIR DEPENDENTS LIVING (TEMPORARILY OR PERMANENTLY) IN NEWPORT, SOUTH WALES AND THE SURROUNDING AREA IN PARTICULAR BUT NOT EXCLUSIVELY BY: A. THE RELIEF OF THEIR FINANCIAL HARDSHIP; B. THE PRESERVATION AND PROTECTION OF THEIR PHYSICAL AND MENTAL HEALTH; C. THE ADVANCEMENT OF THEIR EDUCATION AND TRAINING SO AS TO ADVANCE THEM IN LIFE AND ASSIST THEM TO ADAPT WITHIN A NEW COMMUNITY; D. THE PROVISION OF FACILITIES FOR RECREATION OR OTHER LEISURE TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THOSE PERSONS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABLEMENT, FINANCIAL HARDSHIP OR SOCIAL AND ECONOMIC CIRCUMSTANCES; E. THE RELIEF OF THEIR UNEMPLOYMENT BY THE PROVISION OF VOCATIONAL AND SKILLS TRAINING, ADVICE AND SUPPORT; F. THE ADVANCEMENT OF THE EDUCATION OF THE PUBLIC IN GENERAL ABOUT THE ISSUES RELATING TO REFUGEES AND THOSE SEEKING ASYLUM.2. TO ADVANCE THE EDUCATION OF THE PUBLIC IN GENERAL ON THE SUBJECT OF HUMAN TRAFFICKING3. TO FURTHER OR BENEFIT THE RESIDENTS OF BANESWELL, NEWPORT AND THE NEIGHBOURHOOD, WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING TOGETHER THE SAID RESIDENTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECTIVE OF IMPROVING THE CONDITIONS OF LIFE FOR THE RESIDENTS.IN FURTHERANCE OF THESE OBJECTS BUT NOT OTHERWISE, THE TRUSTEES SHALL HAVE POWER:TO ESTABLISH OR SECURE THE ESTABLISHMENT OF A COMMUNITY CENTRE AND TO MAINTAIN OR MANAGE OR CO-OPERATE WITH ANY STATUTORY AUTHORITY IN THE MAINTENANCE AND MANAGEMENT OF SUCH A CENTRE FOR ACTIVITIES PROMOTED BY THE CHARITY IN FURTHERANCE OF THE ABOVE OBJECTS.4. TO PROMOTE SUCH OTHER CHARITABLE PURPOSES AS THE TRUSTEES MAY FROM TIME TO TIME DETERMINE.

**Activities:** Support for refugees and asylum seekers in Wales - and specifically in the Newport (South Wales) area. Education on issues relating to human trafficking.

## Classification

---

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Disability, The Prevention Or Relief Of Poverty, Economic/community Development/employment, Human Rights/religious Or Racial Harmony/equality Or Diversity, Recreation, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, Other Defined Groups, The General Public/mankind

## Geography

---

- Throughout Wales

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£172,754	£200,771	-	-
2024-03-31	£222,439	£175,769	-	-
2023-03-31	£224,715	£181,356	-	-
2022-03-31	£156,229	£125,529	-	-
2021-03-31	£112,305	£102,444	-	-

## Trustees

Name	Role	Appointed
<b>PASTOR ANDREW CLEVERLY</b>	Chair	2017-05-26
Denebo Dekeba Wario		2023-12-10
EDWYN PAUL LAUGHLIN		2017-05-26
Judy McConville		2026-01-07
Reeve Boyd		2026-06-10
Ruth Anne Carswell		2024-08-05

**THE GAP - WALES**

England & Wales - Charity number 1172283

---

# Accounts

---

# THE GAP WALES ANNUAL TRUSTEE'S REPORT 2024-2025



REGISTERED CHARITY NUMBER: 1172283

# EXECUTIVE SUMMARY

THE GAP WALES – ANNUAL TRUSTEE'S  
REPORT 2024-2025  
REGISTERED CHARITY NO: 1172283

## Our Mission

To create a safe, welcoming space for refugees, asylum seekers, and local residents—fostering inclusion, dignity, and hope.

## Key Achievements This Year

-  6,776 Centre Visits 
-  2,935 Support Sessions 
-  2,841 Community Lunches Served 
-  3,060 Activity Attendances 
-  345 Bikes Given Away 
-  40 Volunteers Engaged 

## Highlights

- Expanded wellbeing programmes, including Women's Group and youth football sessions. 
- Delivered specialist housing support and bereavement services. 
- Strengthened partnerships with local agencies and funders. 

## Looking Ahead

- Launching a new CRM system for better impact measurement. 
- Introducing Tots & Toys toddler group and enhanced games room. 
- Increasing preventative work with young people around crime. 

## Support Us

Donate via LocalGiving:  
<https://localgiving.org/charity/the-sanctuary-newport>



# ABOUT THE GAP WALES

CHARITY NAME: THE GAP WALES  
REGISTERED CHARITY NUMBER: 1172283

## WHO WE ARE

The Gap Wales is a charitable incorporated organisation based in Newport, South Wales. Since 2017, we have been committed to creating a safe, welcoming space for refugees, asylum seekers, and local residents. Our centre acts as a community hub where people can access support, advocacy, and activities that promote wellbeing, inclusion, and belonging.



"THE GAP CENTRE – A WELCOMING SPACE FOR COMMUNITY AND SUPPORT"

## WHAT WE DO

We provide holistic support tailored to individual needs, including help with housing, health, education, and integration. Through projects such as The Sanctuary, Housing Support, Cycle Hub, and Beacon Bereavement, we aim to relieve hardship, reduce isolation, and empower people to rebuild their lives.

## Our Mission and Ethos

Rooted in a Christian ethos of compassion and integrity, we serve people of all faiths and none. Our mission is to foster a community where diversity is celebrated, barriers are broken down, and everyone has the opportunity to thrive.



## CHAIR'S FOREWORD

As Chair of The Gap Wales, I am proud to reflect on a year of resilience, growth, and community spirit. Since our beginnings in 2017, we have continued to provide a safe and welcoming space for refugees, asylum seekers, and local residents in Newport. This year, demand for our services has grown significantly, and our team—staff and volunteers alike—has worked tirelessly to meet that need.

Through projects such as The Sanctuary, Housing Support, Cycle Hub, and Beacon Bereavement, we have delivered practical help and emotional support to hundreds of individuals and families. From advocacy and English classes to community lunches and wellbeing activities, every initiative has been rooted in our mission: to foster inclusion, dignity, and hope.

However, challenges remain. One of the most pressing issues is the lack of access to legal aid and specialist immigration advice, which leaves many vulnerable individuals without the support they need to navigate complex systems. We are working closely with partners to address this gap, but it continues to be a significant concern.

We are deeply grateful to our funders, partners, and volunteers whose generosity and commitment make this work possible. Looking ahead, we know challenges remain—particularly in housing, integration, and legal support—but we are determined to respond with creativity and compassion.

On behalf of the trustees, thank you for standing with us as we continue to build a community where everyone has the opportunity to thrive.

The trustees confirm they have had due regard to the Charity Commission's guidance on public benefit in planning and delivering activities.

ANDREW CLEVERLY

CHAIR OF TRUSTEES



## OPERATIONS DIRECTOR'S INTRODUCTION

This year has been one of both challenge and achievement for The Gap Wales. As demand for our services continues to rise, we have worked hard to ensure that our centre remains a safe, welcoming space for refugees, asylum seekers, and local residents. Every day, our team delivers practical support and community activities that make a real difference—whether it's helping someone secure housing, learn English, or simply find a place to belong.

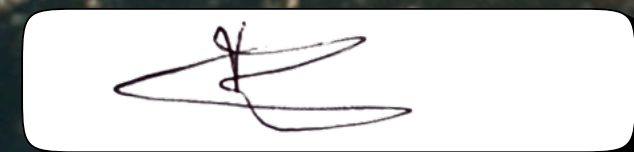
Operationally, we have strengthened our partnerships, improved systems, and expanded projects such as The Sanctuary, Housing Support, and Cycle Hub. These initiatives not only meet immediate needs but also empower individuals to build independence and resilience. Our volunteers remain at the heart of this work, contributing thousands of hours to advocacy, activities, and community engagement.

However, the year has not been without its challenges. The growing complexity of immigration cases and the lack of accessible legal aid have placed additional pressure on our services. We are actively exploring ways to collaborate with specialist providers and secure resources to bridge this gap. At the same time, we continue to focus on sustainability—ensuring that our funding, governance, and operational capacity can meet future demand.

Looking ahead, our priorities include deepening community partnerships, enhancing wellbeing programmes, and investing in systems that support efficiency and impact measurement. We remain committed to our mission: building a community where everyone has the opportunity to thrive.

Thank you to our staff, volunteers, trustees, funders, and partners for making this work possible. Together, we are creating lasting change.

BYRON JAMES



OPERATIONS DIRECTOR



# OUR YEAR AT A GLANCE



**CENTRE VISITS**  
**6776**

**COMMUNITY LUNCHESES SERVED**  
**2841**

**SUPPORT SESSIONS**  
**2935**



**BICYCLE REPAIRS**  
**692**



**ACTIVITY ATTENDANCES**  
**3060**



**BICYCLE GIVEN AWAY**  
**345**

**VOLUNTEERS ENGAGED**  
**40**



**THE SANCTUARY**

**NEWPORT  
CYCLE HUB**

**OUR PROJECTS**

**HOUSING**

**BEACON  
BEREAVEMENT**

# THE SANCTUARY'S OBJECTIVES

## ADVOCACY

- **Access to Justice:** Guarantee that every refugee and asylum seeker can access legal, immigration, and justice services to secure their rights.
- **Homelessness:** Ensure all refugees and asylum seekers have safe, appropriate accommodation—no one is left homeless.
- **Financial Stability:** Support refugees to achieve financial security—managing budgets, sustaining tenancies, and accessing employment, benefits, and education opportunities.

# THE SANCTUARY'S OBJECTIVES

## WELLBEING

- **Social Inclusion:** Create opportunities for refugees and asylum seekers to connect—through social activities, English classes, volunteering, and friendship networks—reducing isolation and fostering belonging.
- **Physical Health:** Enable access to healthcare and promote active lifestyles through initiatives like football, cycling, and wellbeing activities, ensuring everyone can manage their physical health.
- **Emotional Resilience:** Strengthen mental health and wellbeing by building resilience and providing safe, supportive spaces for refugees and asylum seekers to thrive emotionally.

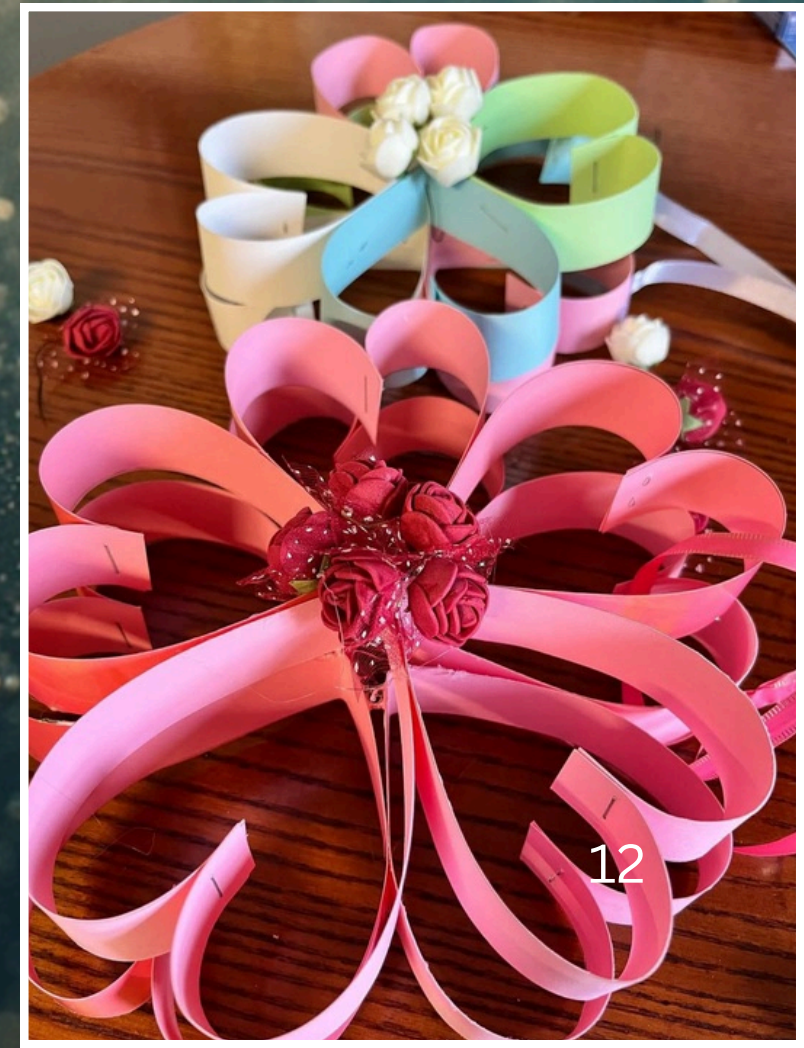
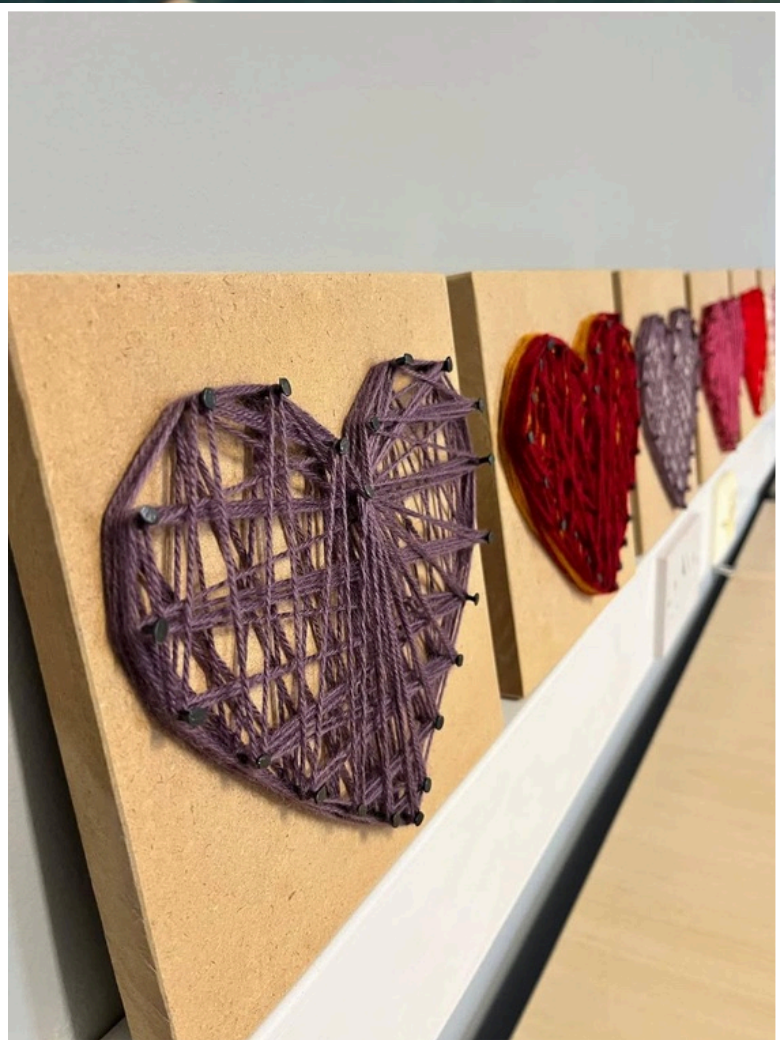
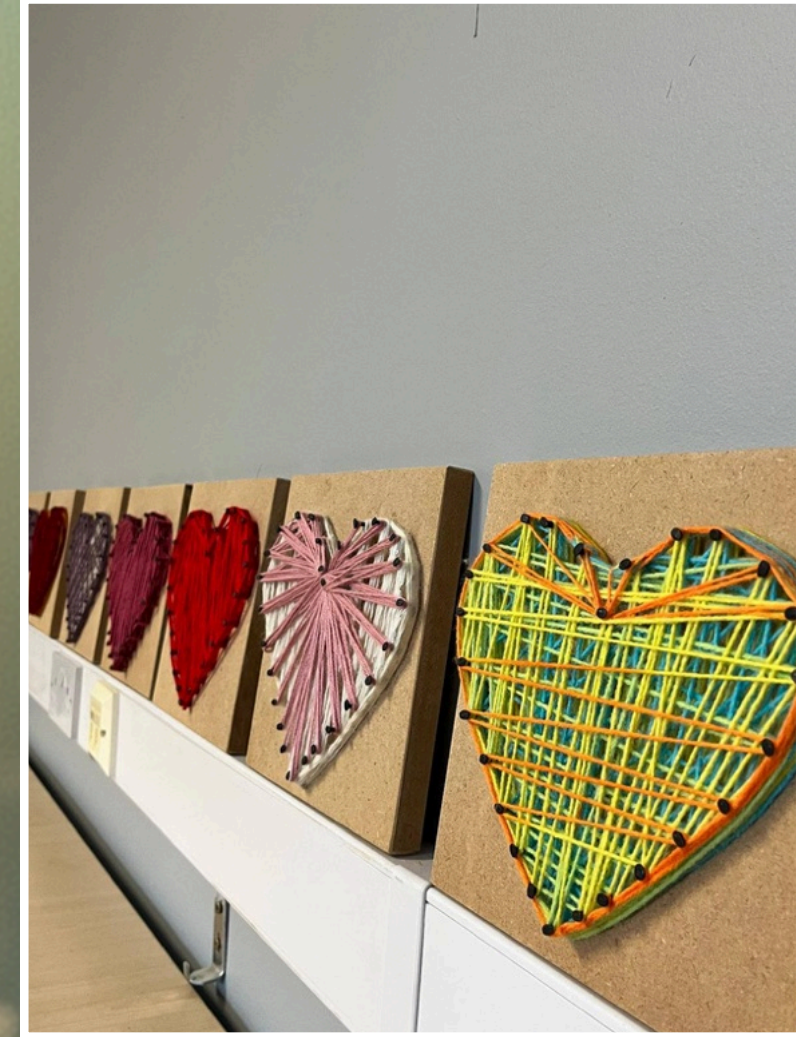
## **KEY ACHIEVEMENTS ADVOCACY & SUPPORT**

- **Daily Advocacy and Support:** Delivered consistent, trauma-informed advocacy and practical support through daily drop-ins, helping refugees and asylum seekers navigate housing, employment, education, benefits, and healthcare systems. On average, 30 individuals supported each day, ensuring no one is left without help.
- **Housing and Financial Stability:** Secured accommodation for those at risk of homelessness and provided tailored budgeting support, enabling refugees to sustain tenancies and access benefits. This work has prevented crises and promoted long-term stability.
- **Access to Justice:** Facilitated connections to immigration and legal services, ensuring refugees and asylum seekers understand their rights and can progress their cases effectively.

## KEY ACHIEVEMENTS WELLBEING

- **Women & Family Group:** Created a safe, welcoming space for women and families, with weekly sessions averaging 15 participants and additional trips during school holidays. These activities foster friendships, reduce isolation, and build confidence.
- **Youth Engagement & Physical Wellbeing:** Delivered weekly football sessions in partnership with Newport Live, attracting an average of 30 participants, alongside wellbeing trips and a dedicated games floor for young people. These initiatives promote health, resilience, and community belonging.
- **Language and Learning:** Hosted ESOL classes in partnership with Adult Learning Wales, supporting refugees to improve English skills—critical for employment, education, and social integration.
- **Community Lunches:** Served weekly lunches for up to 40 participants, prepared by volunteers, creating opportunities for conversation, cultural exchange, and stronger community networks.

# WOMEN'S GROUP



# WOMEN'S GROUP



**Creative Arts and Crafts:** Our women's group produced an array of beautiful, handcrafted pieces throughout the year. These sessions were more than creative—they were therapeutic, fostering trust, confidence, and friendships around a shared purpose.



**Outdoor Trips and Social Connection:** The group enjoyed memorable outings, including picnics at the beach and visits to scenic parks across Newport. These trips provided opportunities for relaxation, cultural exchange, and strengthened community bonds.

**Cycling for Confidence:** Continuing our now annual tradition, participants learned to ride bicycles and explored safe cycling routes around Newport in partnership with Newport Live and Momentwm. For many, this was a lifelong dream fulfilled—one participant shared that she had wanted to learn for years and finally achieved it.



**Community Lunch Integration:** The group regularly met during our weekly community lunches, combining friendship, conversation, and shared meals with activities like relaxation classes, pamper sessions and games in our dedicated games room—creating a vibrant, inclusive space.

**Empowerment through Community Cohesion:** Every activity was designed to build confidence, resilience, and independence while strengthening social ties. By coming together in safe, supportive spaces, participants developed a sense of belonging and empowerment that extends beyond the sessions.

# WOMEN'S WELL-BEING AND CONNECTION

## PARTICIPANT QUOTES

**“When I came here, I didn’t know anyone and felt very alone. The Women’s Group welcomed me with kindness. Now, The Gap feels like my home.”**

**“I never ride a bike before. Today I learn, and I feel so happy and free.”**

**“I want to learn bike for many years. Today I do it, and I feel so so proud.”**

**“The beach trip was beautiful. We eat, we laugh, and feel relaxed.”**

**“Making craft together is more than craft. We talk, we laugh, we feel like family.”**

**“This group is safe for me. I make friends and feel part of community.”**

# WELL-BEING ADVENTURES

- Reduce isolation by creating opportunities for social interaction and friendship.
- Improve mental health through outdoor activities, exercise, and positive experiences.
- Build confidence and resilience by introducing new challenges in supportive settings.
- Encourage cultural integration through shared experiences and exploration of local heritage.
- Promote physical well-being with active, engaging pursuits.
- Strengthen community bonds by fostering trust, teamwork, and mutual support.

# WELL-BEING ADVENTURES

**Brecon Beacons 4 Waterfalls Walk** – Participants enjoyed a scenic hike through the Brecon Beacons, promoting physical fitness and mental relaxation.

**Skirrid Mountain Walk** – A mindful trek offering space for reflection, fitness, and shared achievement.

**Trips to Barrybados (Barry Island)** – A seaside trip offering a joyful escape and cultural experience in a relaxed setting.

**We visited Big Pit** – An educational visit exploring Welsh industrial heritage, sparking curiosity and shared learning.

**We also took a trip to Chepstow Castle** – A historical outing that combined leisure with cultural enrichment and storytelling.

**Picnics in the Park** – Simple yet meaningful outdoor gatherings that nurtured well-being and connection.

**Laserquest** – A high-energy game encouraging strategy, cooperation, and fun.

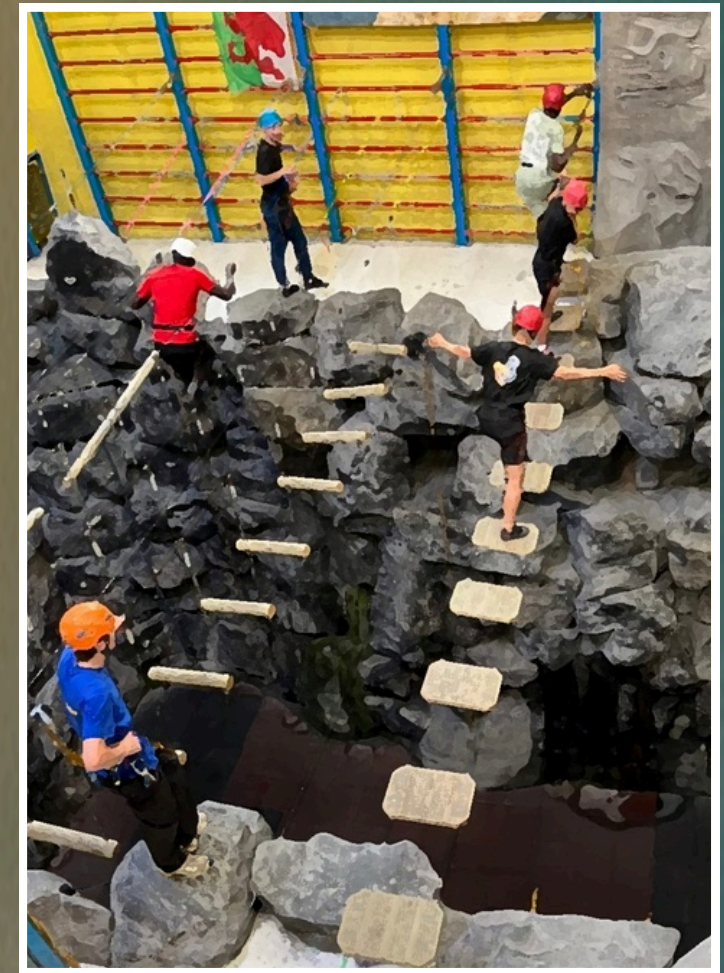
# WELL-BEING ADVENTURES



Ice Skating at the ICC – A lively, social activity promoting balance, laughter, and community bonding.



Rafting – A thrilling team challenge that strengthened communication and camaraderie.



High Ropes – Participants challenged themselves on elevated courses, building trust, courage, and teamwork in a supportive environment.



Clay Pigeon Shooting – A challenging activity fostering concentration and teamwork in a safe environment.



Archery – A fun, skill-building activity that encouraged focus, patience, and confidence.



# WELL-BEING ADVENTURES

# WELL-BEING ADVENTURES

## PARTICIPANT QUOTES

**Chepstow Castle -**  
“The castle is amazing. I take many photos. I feel part of the culture here.”

**Brecon 4 Waterfalls Walk -**  
“I never see place like this before. Walking with friends make me feel free and happy.”

**Rafting -**  
“Water was fast but we work together. I feel happy.”

**Barrybados (Barry Island) -**  
“The sea cold but we still swim. We laugh and eat together. It was beautiful day.”

**Rock Climbing -**  
“Climbing was hard but I don't give up. When I reach the top, I feel very happy.”

**Ice Skating at ICC -**  
“I fall many times but we laugh together. It was good day for me.”

**Archery -**  
“I try archery first time. It was hard but fun. I feel proud when I hit the target.”

**Picnics in the park -**  
“Walks in park make me feel calm. I enjoy talking with friends.”

**Skirrid Mountain Walk -**  
“The view is beautiful. I feel peace in my heart.”

**Laserquest -**  
“We play in a team. It was fun and help make me forget stress.”

**Big Pit -**  
“I learn about history of Wales. It was interesting and make me understand this country more.”

**High Ropes -**  
“I was scared at first, but my friends help me. I feel brave now.”

**Clay Pigeon Shooting -**  
“I never do this before. It was exciting and I feel strong and confident.”

## **UNACCOMPANIED ASYLUM SEEKING CHILDREN (UASC)**

### **BENEFITS OF THE PARTNERSHIP**

- Creating a safe and trusted environment where young asylum seekers feel welcome, reducing isolation and anxiety.
- Facilitates early engagement by enabling social workers to connect with young people in a relaxed, non-threatening setting.

- Promotes stability and routine through regular activities and drop-ins, supporting emotional well-being and resilience.
- Encourages integration and confidence by offering opportunities for social interaction, language practice, and cultural exchange.
- Improves safeguarding and support by providing a central hub where professionals can monitor needs and respond quickly.

**Delivered in partnership with  
Newport City Council -  
“Ground-breaking Collaboration  
for UASC Support”**

# UNACCOMPANIED ASYLUM SEEKING CHILDREN (UASC)



## **THE GAP WALES FOOTBALL**



### **BENEFITS OF SESSIONS**

- Provides a safe, structured outlet for energy and stress relief, supporting positive mental health.
- Builds teamwork, communication, patience and discipline through play.
- Improves fitness, confidence and self-belief in a positive environment.
- Fosters friendships and cultural integration among participants.

### **BENEFITS OF PARTNERSHIP**

- Delivered in partnership with Newport Live and Newport Youth & Play Service for quality facilities and safeguarding.
- Strengthens community collaboration, ensuring consistent support for young people.
- Provides access to experienced youth workers who offer guidance and mentoring.



**Delivered in partnership with  
Newport Live and Newport Youth  
and Play Service**

## **COMMUNITY LUNCH SUPPORTED BY GAVO - WARM HUB FUNDING**



### **BENEFITS OF COMMUNITY LUNCHESES**

- Reduces isolation and builds friendships by bringing people together in a welcoming, informal setting.
- Promotes cultural exchange and integration through shared meals and conversation.
- Supports families living on limited budgets by offering a warm, nutritious meal that helps stretch household resources.

- Provides volunteering opportunities for participants to cook and share dishes from their home countries, giving back to the community.
- Creates a sense of dignity and belonging through contribution, sharing, and mutual respect.
- Encourages skill development and confidence as volunteers learn new cooking, planning, and teamwork skills.



**COMMUNITY LUNCH  
SUPPORTED BY GAVO - WARM  
HUB FUNDING**

**PARTICIPANT  
QUOTES**



**"I feel happy to eat together. It is like family for me."**



**"I learn English when I talk at lunch. It helps me a lot."**



**"I like to cook sometimes and share my culture with others. It makes me proud."**

**"I meet new friends every week. It makes me feel less alone."**

**"Cooking for others is special for me. I give something back and learn new skills."**

**"The food is good and the people are kind. I feel welcome."**

**"Sharing food reminds me of home. It gives me peace."**



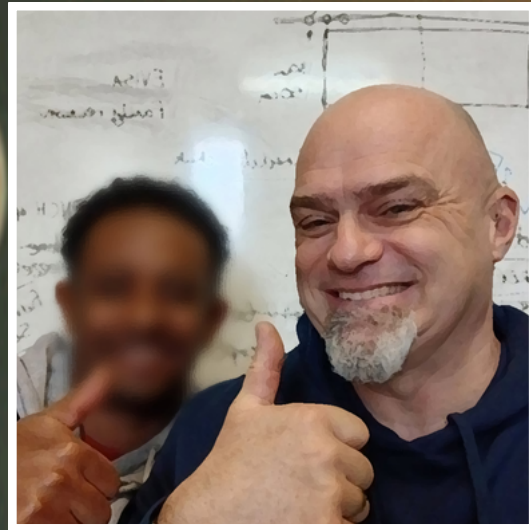
**"Lunch is not only food, it is friendship and happiness."**



**"I live on small budget. This meal helps me and my family a lot."**

**"I feel safe here. I can relax and enjoy the time."**

# CELEBRATIONS



## CELEBRATIONS THIS YEAR

- Granting of British Citizenship – marking a major milestone in participants’ journey to belonging.
- Refugee Status Confirmed – celebrating security and the start of a new chapter.
- Family Reunifications – joyful moments when loved ones are reunited after time apart.
- Birthdays and Cultural Festivals – recognising individuality and diverse traditions.
- Employment Success – first jobs, apprenticeships, and career progress celebrated together.

- Educational Achievements – completing ESOL courses, college enrolments, and qualifications.
- Driving Test Passes – a key step toward independence and mobility.
- Housing Stability – moving from temporary accommodation into permanent homes.
- Health Milestones – successful medical treatments or improved well-being.
- Community Contributions – volunteering and giving back through cooking, mentoring, or events.



“Today I get my refugee status. I feel safe now and can start my new life.”

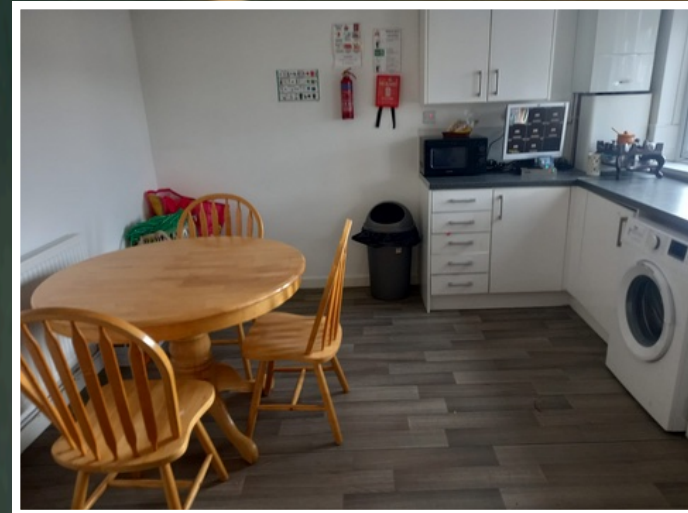
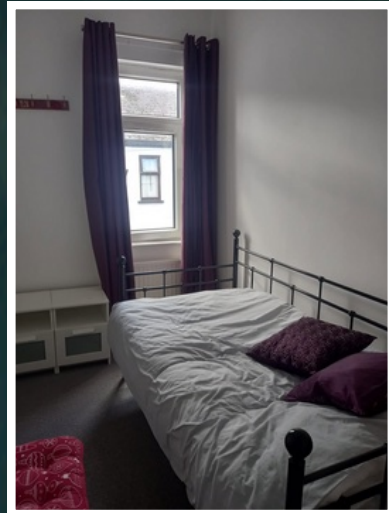


“My children arrive in UK. We are together again after long time. I am so happy.”

“I start my first job this month. It gives me hope for the future.”



# THERAPEUTIC SUPPORTED HOUSING



## BENEFITS OF OUR SPECIALIST SUPPORTED HOUSING

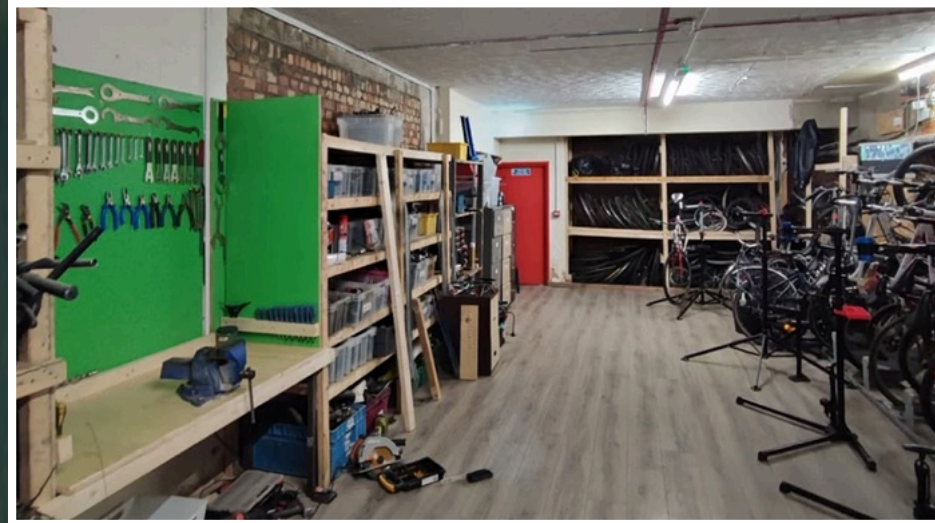
- Provides a safe, stable environment where participants can recover from trauma and feel secure.
- Delivers holistic, tailored support addressing emotional, practical, and therapeutic needs for successful integration.
- Prepares residents for independence by teaching tenancy skills, budgeting, and household management.

- Promotes community and belonging through shared living and positive relationships with support staff.
- Achieves outstanding outcomes with all move-ons now living independently and managing their own tenancies confidently.
- Reduces homelessness risk by offering structured pathways from supported housing to permanent accommodation.
- Improves mental health and well-being through stability, therapeutic input, and a sense of safety.



- **DELIVERED IN PARTNERSHIP WITH POBL HOUSING ASSOCIATION**
- **SUPPORTED BY HOUSING JUSTICE CYMRU**
- **OFFERING 6 BEDS ACROSS 2 PROPERTIES**

# NEWPORT CYCLE HUB



## BENEFITS OF NEWPORT CYCLE HUB

- Promotes sustainable travel by enabling active cycling across the city, reducing congestion and carbon emissions.
- Provides affordable bike storage through Spokesafe from as little as £1/day, making cycling accessible and secure.
- Empowers participants with practical skills in bike repair and maintenance, supervised by a Velotech Gold certified specialist.
- Improves physical and mental well-being by encouraging outdoor activity, fitness, and stress relief.

- Strengthens community integration through volunteering, skill-sharing, and giving away 345 bikes to those in need.
- Reduces financial barriers by providing free bikes and repairs, helping families on limited budgets.
- Supports education and employment access by enabling reliable transport to college and work.
- Encourages environmental responsibility by promoting cycling as a green alternative to cars and buses.



## Delivered in partnership with:

- Newport City Homes
- Spokesafe

# NEWPORT CYCLE HUB



“When I ride bike,  
I feel free and  
forget stress. It  
helps my mind  
and body.”



“Having a bike  
means I can go to  
work every day. It  
gives me freedom  
and hope.”



“I receive a bike  
for me and my  
child. We could  
not afford it. It  
change our life.”

“I learn how to fix  
bikes. When I  
repair one, I feel  
proud and useful.”

“Now I can go to  
college every day.  
Before, I walk  
long time and feel  
tired.”

“I keep my job because  
I have a bike now.  
Before, I miss work  
because no good  
buses.”

“I feel proud when  
I fix a bike. Before  
I think I cannot  
do it, now I know I  
can.”



# BEACON BEREAVEMENT



## Beacon Bereavement Is

- A compassionate support service for anyone experiencing grief and loss, regardless of background.
- Delivered by volunteers who have personally experienced bereavement and understand its emotional impact.
- Provides safe, confidential spaces for people to share feelings and navigate the pain of loss.
- Offers peer-led support grounded in empathy, lived experience, and many years of helping bereaved individuals across South Wales and the UK.
- Helps people find the right kind of support when asking for help feels overwhelming.

## Benefits of Beacon Bereavement

- Normalises grief and emotions, reducing feelings of isolation and confusion.
- Builds resilience and coping strategies through empathetic listening and guidance.
- Creates a sense of community and belonging for those who feel alone in their bereavement journey.
- Supports mental health and well-being, preventing prolonged distress and crisis.
- Empowers individuals to rebuild confidence and re-engage with life after loss.
- Provides culturally sensitive and inclusive support, respecting diverse traditions and beliefs.



# BEACON BEREAVEMENT

# Partnerships -

The Gap Wales work closely and in collaboration with local organisations, building resilient relationships with brilliant local partner agencies who include:

- Welsh Government
- Newport City Council
- Social Services,
- Youth Services,
- Housing, and Active
- Travel team
- Newport Live
- Momentwm
- Positive Futures
- Newport City Homes
- POBL
- Clearsprings
- Adult Learning Wales
- ABUHB
- NHS Health
- Inclusion Service
- Gwent Police
- Probation Services
- Housing Justice (HJC)
- NACCOM
- WRC
- LTPF
- Bevan Foundation
- Homewards Coalition
- Spokesafe
- BITC
- Newport Mind
- GAVO
- WCVA
- Coleg Gwent
- Reach
- Migrant Help
- Cranfield Trust
- Lloyds Bank
- Foundation
- The House



## Coalitions/Memberships/Forums

- WRC - Sanctuary Coalition Cymru
- Refugees Practitioners Forum - Newport
- NACCOM Leadership & Members
- Homewards - ED&I Working Group
- Migrant Help Community Hubs
- City of Sanctuary
- Bevan Foundation - NRPF
- NCH - Newport City Centre Buzz Meetings
- Newport Active Travel Stakeholders
- Police and Crime Commission Advisory Panel

"We are deeply grateful to all our partners for their commitment and collaboration. Together, we've made a real difference - we look forward to continuing these partnerships to create lasting change in our communities."



# FUNDERS -

“We are truly grateful to our funders and supporters whose generosity makes our life-changing work possible.”



- Benefact Trust
- GAVO - Gwent Regional Integration Fund
- Hilden Charitable Fund
- Migrant Help Community Hub
- NACCOM Guardian Donations
- NCC Youth Service Fund
- Newport City Homes Community Benefits Fund
- Oakdale Trust
- Community Foundations Wales - Newport Endowment Fund
- Housing Justice Cymru - WG Funding
- GAVO - NCC Warm Hub Funding
- Hay, Brecon and Talgarth Sanctuary for Refugees
- WCVA Volunteering

## Thanking our Individual Supporters

- We would like to express our sincere gratitude to our monthly supporters, whose regular contributions provide the stability and continuity that make our projects possible.
- We deeply appreciate our one-off donors, whose generosity enables us to respond swiftly to urgent needs and emerging challenges.
- Our heartfelt thanks go to community fundraisers, who dedicate time and energy to raise vital funds and awareness for our work.
- Your collective support has empowered us to deliver essential services and create life-changing opportunities for those most in need.
- Together, we have achieved remarkable impact—and we look forward to continuing this journey with you to make lasting change.



# FUTURE PLANS STATEMENT



## Future Plans

Looking ahead, The Gap Wales remains committed to delivering high-quality Advocacy and Support Services for individuals and families in need. To strengthen our ability to measure impact and improve service delivery, we will introduce a new CRM data-capturing system, enabling us to better account for outputs and outcomes across all projects.

We also aim to increase our preventative work with young people, focusing on education around crime and its consequences, helping to build safer futures. Through these initiatives, we will continue to strengthen community resilience, promote wellbeing, and create spaces where everyone feels valued and supported.

Building on this year's successes, we plan to expand our community offerings:

- Women's Relaxation and Exercise Group – continuing to provide a safe and supportive space for wellbeing.
- Tots and Toys Toddler Group – fostering inclusion and connection for families from all communities.
- Games Room Enhancement – adding a PS5, dartboard, air hockey table, football table, and shuffleboard, alongside the reintroduction of Friday Games Night to promote social engagement.
- Additional Community Lunch – creating more opportunities for shared meals and reducing isolation.



# FUTURE PLANS STATEMENT

# RISK MANAGEMENT STATEMENT

The Gap Wales actively monitors and mitigates risks to ensure the continuity and quality of our services. Our approach focuses on safeguarding people, resources, and reputation while maintaining compliance with legal and regulatory requirements.

## Key Risks and Mitigation Strategies:

- **Financial Sustainability:** Diversifying income streams and strengthening fundraising to reduce reliance on single sources.
- **Data Protection & Compliance:** Implementing a secure CRM system and staff training to ensure GDPR compliance.
- **Safeguarding & Wellbeing:** Regular policy reviews, staff training, and clear reporting procedures to protect vulnerable individuals.
- **Operational Capacity:** Succession planning and volunteer engagement to maintain service delivery during staff changes.
- **Community Engagement:** Continuous feedback mechanisms to adapt services to evolving community needs and prevent disengagement.

# CONTACT DETAILS

## Contact Us

📍 Address: 42 Stow Hill, Newport, NP20 1JG

☎ Phone: 01633 221908

✉ Email: [admin@thegap.wales](mailto:admin@thegap.wales)

## Support Us

💛 Donate: <https://localgiving.org/charity/the-sanctuary-newport>



# Connect With Us

🌐 Website: <https://www.thegap.wales>



📘 Facebook: <https://facebook.com/groups/913662975369561>



🌟 Instagram: <https://instagram.com/thegapwales>



💬 Threads: <https://threads.net/@thegapwales>



🔗 LinkedIn: <https://www.linkedin.com/in/the-gap-wales-608767269>



# TRUSTEES

The Gap Wales benefits from the advice, governance and active oversight of a committed board of trustees:

- **Chair: Andrew Cleverly (appointed 26/05/2017)**
- **Treasurer: Paul Laughlin (appointed 26/05/2017)**
  
- **Bob Jones (appointed 26/05/2017, retired 31/03/2024)**
- **Helen Gordon (appointed 26/05/2017, retired 02/05/2023)**
- **Shaheen Dibaj (appointed 15/05/2019, retired 05/12/2024)**
  
- **Denebo Wario (appointed 10/12/2023)**
- **Emma Barnes-Lewis (appointed 26/02/2024, retired 07/11/2025)**
- **Ruth Carswell (appointed 05/08/2024)**



**PUBLISHED BY THE GAP WALES  
(JANUARY 2026)**



# **ACCOUNTS**

**Independent Examiner** Trevor James FCA DChA FCIE  
Dormer Cottage  
Old Broyle Road  
West Broyle  
Chichester  
West Sussex  
PO19 3PR

**Bankers** Lloyds Bank plc  
Newport South Wales (309190) Branch  
PO Box 1000  
BX1 1LT

## **Financial review**

The work of the Charity is significantly financed by grants. Income from these sources for the year totalled £109,339 (63.3% of total income). Comparable income for the previous year was £144,282 (64.9% of total income).

Expenditure during the year totalled £200,771 (2024:£175,769).

The overall result was a deficit of £28,017 (2024: surplus £46,670).

## **Reserves**

### *Reserves policy*

The Charity employs staff and has other ongoing core costs commitments which are fundamental to the fulfilment of its charitable objects. The continuation of grants, which are a major part of the Charity's income are not guaranteed. Furthermore substantial grants mean there are peaks and troughs in income. Should the Charity suffer a reduction in income the trustees would want to continue its activities while they endeavour to secure funding. On the basis of the above the trustees have resolved that the Charity should hold a designated operational reserve of £100,000.

## **Investment policy**

The trustees are reviewing their investment policy in the light of the recently published Charity Investment Governance Principles Funds and in particular the specific guidance for Smaller Charities that mainly invest in cash..

## **Structure, governance and management**

### *Governing document*

The Gap Wales ("the Charity") is a charitable incorporated organisation registered with the Charity Commission in England and Wales on 27 March 2017. It is governed by its constitution which was last amended on 31 October 2023. The trustees are the members of the Charity. In the event of a winding up the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

### *Recruitment, Appointment and Training of Trustees*

Trustees are recruited from those who share the Charity's aims, aspirations and Christian ethos and who are able to bring a breadth and depth of experience and skills to the trustee body. Recruitment is both by word of mouth through the Charity's networks and by the use of Charity Jobs and consultants. Prior to appointment Trustees are briefed on the Charity's activities and provided with a copy of the Charity's strategic review. They take seriously the obligation to maintain their knowledge.

### *Pay policy and procedures*

Pay levels are set in comparison to sector norms and are reviewed annually in the light of CPI movements. Professional HR consultants have been engaged to review all policies and procedures to ensure that they are sufficient and in line with current best practice.

The Trustees do not receive any payment or benefits for their work either as trustees or as volunteers.

## *Risk Management*

The Trustees have identified the major risks to which they believe the Charity is exposed and systems have been established to minimise those risks. The risks are formally reviewed quarterly at trustees' meeting. Procedures are in place to ensure compliance with health and safety requirements.

## *Serious incidents*

In line with the Charity Commission's guidance on reporting serious incidents, the trustees declare that during the reporting period there were no serious incidents that they have failed to bring to the Commission's attention.

## *Governance*

The overall responsibility for the Charity rests with the Trustees who meet quarterly with additional meetings when necessary.

The Charity's Christian ethos is fundamental to its governance mindful of this the trustees endeavour to apply the Charity Governance Code and the Nolan principles (selflessness, integrity, objectivity, accountability, openness, honesty and leadership). Furthermore believing that corruption, bribery and unfair actions hamper development and impede progress they insist on integrity in all of the Charity's activities.

## **Public benefit**

The trustees have paid due regard to the Charity Commission's guidance on public benefit and are committed to supporting people of all faiths and none.

## **Independent Examiner**

Trevor James was appointed as independent examiner on 3 June 2024 and has indicated his willingness to continue in that role.

## **Trustees' responsibilities statement**

The trustees 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).

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 applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- 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 adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities SORP. 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included in the Charity's website.

Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The trustees' annual report was approved on 28 January 2026 and signed on behalf of the trustees by:



Andrew Cleverly  
Chair

**The Gap Wales**  
**Statement of Financial Activities**  
**Year Ended 31 March 2025**

	Note	Designated funds £	Unrestricted funds £	Restricted funds £	<b>Total 2025 £</b>	Total 2024 £
<b>Income</b>						
Donations and grants	<b>2</b>	0	50,382	78,539	128,921	182,530
Legacies	<b>3</b>	0	0	0	0	0
Other income	<b>4</b>	0	42,820	1,013	43,833	39,909
<b>Total income</b>		<u>0</u>	<u>93,202</u>	<u>79,552</u>	<u>172,754</u>	<u>222,439</u>
<b>Expenditure</b>						
Raising funds		0	0	0	0	0
Expenditure on charitable activities	<b>5</b>	0	94,233	106,538	200,771	175,769
<b>Total expenditure</b>		<u>0</u>	<u>94,233</u>	<u>106,538</u>	<u>200,771</u>	<u>175,769</u>
<b>Income/(expenditure) before other gains/(losses)</b>		0	(1,031)	(26,986)	(28,017)	46,670
<b>Transfers between funds</b>	<b>10</b>	0	2,626	(2,626)	0	0
<b>Other recognised gains/(losses)</b>						
Unrealised gain/(loss) on investment assets		0	0	0	0	0
<b>Net income/(expenditure) and net movement in funds</b>		<u>0</u>	<u>1,595</u>	<u>(29,612)</u>	<u>(28,017)</u>	<u>46,670</u>
<b>Reconciliation of funds</b>						
Total funds brought forward		100,000	17,998	72,737	190,735	144,065
<b>Total funds carried forward</b>		<u>100,000</u>	<u>19,593</u>	<u>43,125</u>	<u>162,718</u>	<u>190,735</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# The Gap Wales

## Balance Sheet

31 March 2025

		<b>2025</b>	2024
		£	£
<b>Fixed assets</b>			
Tangible assets	<b>10</b>	4,177	5,127
		<u>4,177</u>	<u>5,127</u>
<b>Current assets</b>			
Stocks	<b>11</b>	0	0
Debtors	<b>12</b>	232	1,513
Cash at bank and in hand		163,128	195,428
		<u>163,360</u>	<u>196,941</u>
<b>Creditors: amounts falling due within one year</b>	<b>13</b>	4,819	11,333
<b>Net current assets</b>		<u>158,541</u>	<u>185,608</u>
<b>Total assets less current liabilities</b>		<u>162,718</u>	<u>190,735</u>
<b>Creditors: amounts falling due after more than one year</b>		<u>0</u>	<u>0</u>
<b>Net assets</b>		<u><u>162,718</u></u>	<u><u>190,735</u></u>
<b>Funds of the charity</b>			
Restricted funds		43,125	72,737
Designated operating reserve		100,000	100,000
Unrestricted undesignated funds		19,593	17,998
<b>Total charity funds</b>	<b>14</b>	<u><u>162,718</u></u>	<u><u>190,735</u></u>

These financial statements were approved by the board of trustees and authorised for issue on 28 January 2026 and are signed on its behalf by:



Paul Laughlin  
Treasurer

**The Gap Wales**  
**Notes to the Financial Statements**  
**Year Ended 31 March 2025**

**1. Accounting Policies.**

The financial statements of the Charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention. The financial statements are prepared in sterling, which is the functional currency of the entity.

**Going concern**

There are no material uncertainties about the Charity's ability to continue.

**Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Income**

All income is recognised in the Statement of Financial Activities once the Charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

The following specific policies are applied to particular categories of income:

- Income from donations, grants and legacies is recognised when there is evidence of entitlement to the funds, receipt is probable, and its amount can be measured reliably.
- Tax recoverable under gift aid is recognised when the relevant gift aid donation is recognised.
- Top-up payments under the Gift Aid Small Donations Scheme are recognised when the cash donations which form the basis of the claim are received.
- Donated facilities and services are recognised when received if the value can be reliably measured. No amounts are included for the contribution of volunteers.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the Charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

**Operating leases**

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives would be recognised as a reduction to expense over the lease term, on a straight-line basis.

**Governance costs**

Governance costs comprise the cost of governance arrangements which relate to the general running of the Charity.

**The Gap Wales**  
**Notes to the Financial Statements**  
**Year Ended 31 March 2025**

**Tangible fixed assets**

Tangible assets are recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

**Tools**

A base stock of tools is valued at cost and not depreciated. Renewals are written off in the year of purchase when capitalisation is not determined to be appropriate.

**Depreciation**

Depreciation of tangible assets is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset.

**Stocks**

Stocks are measured at the lower of cost and net realisable value.

**Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Creditors and provisions**

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**Financial instruments**

A financial asset or a financial liability is recognised only when the Charity becomes a party to the contractual provisions of the instrument. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs. Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

**Taxation**

The Charity is exempt from direct tax on its charitable activities.

**Fund accounting**

Unrestricted funds, including designated funds, can be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

**Pension costs**

Contributions payable to the Charity's defined contribution pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

## The Gap Wales

### Notes to the Financial Statements

#### Year Ended 31 March 2025

#### 2. Donations and grants

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 £
Donations	11,758	1,800	13,558	31,788
Fundraising	1,949	0	1,949	2,711
Gift Aid	523	0	523	448
Grants	32,600	76,739	109,339	144,282
Monthly supporters	3,552	0	3,552	3,301
	<u>50,382</u>	<u>78,539</u>	<u>128,921</u>	<u>182,530</u>

#### 3. Legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 £
Legacies receivable	0	0	0	0
Year ended 31 March 2024	<u>0</u>	<u>0</u>		

#### 4. Other income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 £
Earned income	3,243	0	3,243	3,586
Housing project income	37,978	0	37,978	33,028
Other income	1,599	1,013	2,612	3,295
	<u>42,820</u>	<u>1,013</u>	<u>43,833</u>	<u>39,909</u>

#### 5. Expenditure on charitable activities by activity type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 £
Salaries including NI and pension	32,760	88,605	121,365	94,867
Bike project	5,675	0	5,675	8,004
Project activity expenses	1,346	4,776	6,122	8,842
Project housing rent	10,446	0	10,446	5,850
Youth participation costs	0	0	0	591
Donations to participants	1,107	0	1,107	1,787
Rent	13,200	0	13,200	13,200
Rates	3,606	0	3,606	1,136
Housing expenses	1,688	0	1,688	8,993
Cleaning	5,072	306	5,378	6,878
Light, power and heating	3,553	2,131	5,684	5,503
Water	1,110	161	1,271	1,508
Repairs and maintenance	2,217	7,762	9,979	2,268
Insurance	1,717	0	1,717	1,455
Management fee	0	547	547	4,396
Depreciation	1,382	0	1,382	0
Other costs	9,354	2,250	11,604	10,491
	<u>94,233</u>	<u>106,538</u>	<u>200,771</u>	<u>175,769</u>

**The Gap Wales**  
**Notes to the Financial Statements**  
**Year Ended 31 March 2025**

**6. Net income**

Net income is stated after charging:

	<b>2025</b>	<b>2024</b>
	£	£
Professional fees – Independent examiner’s remuneration	300	395
Trustees’ meeting expenses	0	0
	0	0

**7. Independent examiner’s remuneration**

	<b>2025</b>	<b>2024</b>
	£	£
Fees payable for the examination of the financial statements	300	395
	300	395

**8. Staff costs**

Total remuneration paid including employer’s pension and social security costs, was £121,365 (2024: £94,867). Many of the Charity’s activities are carried out by volunteers who are unpaid and do not receive any reimbursement of expenses.

The average number of employees during the year was as follows:

	<b>2025</b>	<b>2024</b>
Charitable (Full time equivalent)	5	4
	5	4

No employee received emoluments in excess of £60,000.

**9. Trustee remuneration and expenses**

None of the Trustees or persons connected with them received any remuneration, benefits or reimbursement of expenses in the year for work as a trustee (2024:None). Any claim for expenses would be subject to the Charity’s normal internal control procedures.

**10. Tangible fixed assets**

Certain of the tangible fixed assets were purchased with restricted funds. Following investigation, it has been determined that the restrictions ended once the assets had been purchased. To recognise this all tangible fixed assets are now recorded as unrestricted and a transfer of £2,626 has been made in the Statement of Financial Activities.

	Computer Equipment £	Furniture & Fittings £	Office Equipment £	Tools £	<b>Total</b> £
<b>Cost</b>					
At 1 April 2024	2,214	792	1,975	146	5,127
Additions	362	70	0	0	432
<b>At 31 March 2025</b>	2,576	862	1,975	146	5,559
<b>Depreciation</b>					
At 1 April 2024	0	0	0	0	0
Charge for the year	858	129	395	0	1,382
<b>At 31 March 2025</b>	858	129	395	0	1,382
<b>Carrying amount</b>					
<b>At 31 March 2025</b>	1,718	733	1,580	146	4,177
At 31 March 2024	2,214	792	1,975	146	5,127

**11. Stocks**

The Charity holds a stock of bikes which are not valued. There is also a small incidental stock of cleaning materials, catering supplies and stationary which are not valued. The Charity holds no other stocks (2024: Nil).

**The Gap Wales**  
**Notes to the Financial Statements**  
**Year Ended 31 March 2025**

**12. Debtors**

	<b>2025</b>	2024
	£	£
Prepayments	194	0
Other debtors	38	1,513
	<u>232</u>	<u>1,513</u>

**13. Creditors: amounts falling due within one year**

	<b>2025</b>	2024
	£	£
Salaries	0	6,249
Pension contributions	1,956	2,312
PAYE and Social Security	2,510	1,671
Other creditors and accruals	353	1,101
	<u>4,819</u>	<u>11,333</u>

**14. Analysis of charitable funds**

	At 1 April 2024 £	Income £	Expenditure £	Transfer	At 31 March 2025 £
Designated operating reserve	100,000	0	(0)	0	100,000
Unrestricted undesignated funds	17,998	93,202	(94,233)	2,626	19,593
Restricted	72,737	79,552	(106,538)	(2,626)	43,125
	<u>190,735</u>	<u>172,754</u>	<u>(200,771)</u>	<u>0</u>	<u>162,718</u>

**15. Analysis of net assets between funds**

	Designated Funds	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Tangible assets	0	4,177	0	4,177
Current assets	100,000	20,235	43,125	163,360
Creditors less than 1 year	0	(4,819)	(0)	(4,819)
Creditors greater than 1 year	(0)	(0)	(0)	(0)
<b>Net assets</b>	<u>100,000</u>	<u>19,593</u>	<u>43,125</u>	<u>162,718</u>

**Prior Year**

	Designated Funds	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Tangible fixed assets	0	2,501	2,626	5,127
Current assets	100,000	26,830	70,111	196,941
Creditors less than 1 year	0	(11,333)	(0)	(11,333)
Creditors greater than 1 year	(0)	(0)	(0)	(0)
<b>Net assets</b>	<u>100,000</u>	<u>17,998</u>	<u>72,737</u>	<u>190,735</u>

**16. Operating lease commitments** The Charity rents premises from Bethel Community Church. The current agreement which for a term of seven years with a year-to-year review commenced on 7 January 2025 at a rent of £1,100 per month.

**The Gap Wales**  
**Notes to the Financial Statements**  
**Year Ended 31 March 2025**

**17. Pension commitments**

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The employer pension contributions payable by the Charity to the fund during the year amounted to £2,249 (2024: £1,850). At 31 March 2025 employer and employee contributions totalling £1,956 (2024: £2,312) were payable to the fund.

**18. Related parties**

Andrew Cleverly, the chair of the Charity, is pastor of Bethel Community Church and chair of the trustees of that Church. The Gap Wales rents space from Bethel Community Church.  
Ruth Carswell, a trustee, is employed by the Lloyds Bank Foundation, a charity which makes grants to The Gap Wales.

**The Gap Wales  
Company Limited by Guarantee**

**Independent Examiner's Report to the Trustees of The Gap Wales**

I report on my examination of the accounts of The Gap Wales (the Charity) for the year ended 31 March 2025.

This report is made solely to the trustees, as a body, in accordance with the Charities Act 2011. My work has been undertaken so that I might state to the trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the trustees as a body, for any work, for this report, or for the opinions I have formed.

**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"). You consider that an audit is not required for the year under section 144 (2) of the Act and that an independent examination is needed.

It is my responsibility to:

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

**Basis of the independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*T E James*

Trevor James FCA DChA FCIE  
Dormer Cottage  
West Broyle  
Chichester  
West Sussex  
PO19 3PR

28 January 2026

**THE GAP - WALES**

England & Wales - Charity number 1172283

---

# Accounts

---

# The Gap Wales Annual Trustee's Report 2023-2024



# The Gap Wales (charity number 1172283)

## Annual Trustee's Report (April 2023- March 2024)

Since 2017 when the charity was set up, The Gap Wales has continued to grow and develop. Currently we have 2 full time and 3 part time (FTE 3.2) employees, supported by an amazing army of volunteers, who provide advocacy support and activities 5 days a week.

The charity has continued to support refugees and those seeking asylum (RAS) offering tailored and holistic support to meet individual needs. We offer an open-door policy hosting a safe and welcoming place to come. Our team and partners provide advice and advocacy, running activities that promote health and wellbeing whilst building a sense of community and belonging - ***a community hub where people can access a full range of services safely in one place.***

Like many other charities COVID-19 meant the charity had to adapt to ensure service users, staff, volunteers and partners were looked after and supported. During this period, we have continued to see significantly increased demand for our services, particularly to support RAS with accommodation, employment and accessing healthcare services.

We foresee that our biggest challenge in the future will be being able to meet the increasing demand, as statutory services are reduced, whilst refugee communities in Newport grow. We will continue to work tirelessly to meet the increasing need, helping different communities and cultures unite, contributing towards a more equal Wales, a Wales of cohesive communities and a Wales of vibrant culture.

**Andrew Cleverly**  
**Chair of Trustee Board**



# The Gap's Charitable Objectives

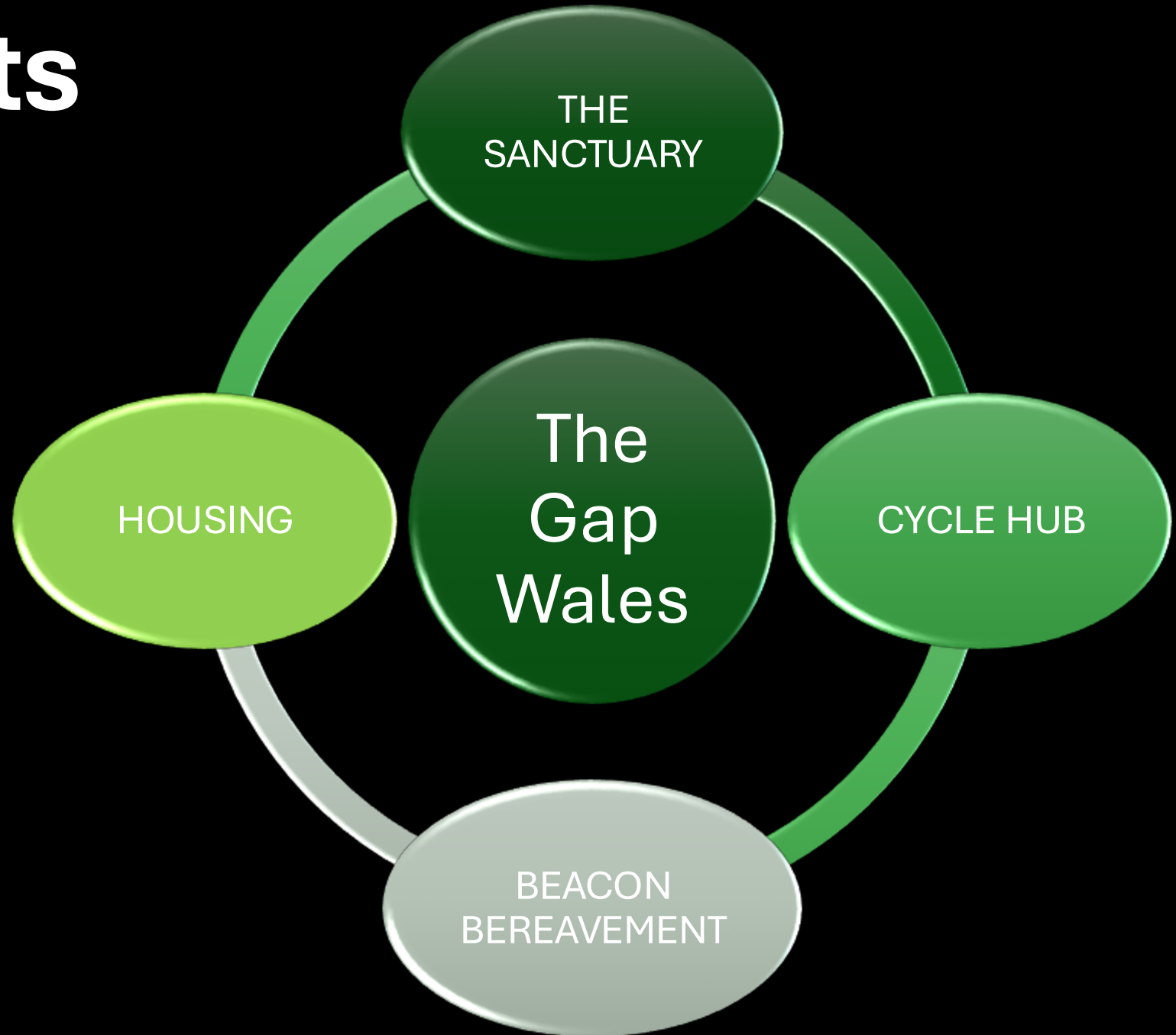
---

To relieve the needs of those granted refugee status and those seeking asylum and their dependents living in Newport, South Wales and the surrounding area

To benefit the residents of Baneswell, Newport and the neighbourhood by providing facilities in the interests of social welfare for recreation & leisure time

To advance the education of the public in general on the subject of human trafficking

# Our Projects



**Project:**  
*The Sanctuary*



# The Sanctuary's Objectives



Providing advice, support and advocacy for refugees and those seeking asylum to understand and navigate the asylum system and enable access mainstream services (e.g. benefits, housing, accommodation, legal advice, health care, etc.).

Promoting social inclusion and emotional well-being through activities such as community lunches, the bike project, English classes, football sessions, women's groups, gardening, sewing group and youth engagement activities.

Developing and utilising the skills of refugees and those seeking asylum through volunteering.



# Key achievements

---

- **Advocacy & Support:** Daily advice, advocacy and support drop-ins each day. Areas are wide-ranging and diverse including accessing accommodation, education and employment, liaising with health services, arranging appointments, accessing ESOL provision, budgeting and understanding the asylum system. *An average of 30 service users supported a day.*
- **Women & Family Group:** offered various groups and trips, particularly during school holiday periods, that has provided a safe and friendly community for them. *The average attendance at each session is 15 RAS women.*
- **Young People:** Delivered in partnership with Newport City Council, The Gap has a dedicated games floor, hosting many different game, encouraging young people to come in and share and build their own community. There are weekly Football sessions in partnership with Newport Live, which on average has 30 RAS attending. There have also been several trips throughout the year that promote health and wellbeing as well as providing inspiration for the future.
- **ESOL Classes:** held at The Gap daily in partnership with Adult Learning Wales to support service users to develop their English that will support them in being able to assimilate more easily to life in the UK
- **Weekly Lunch:** Weekly community lunch for up to 40 RAS. The meals are prepared and cooked by volunteers, stimulating conversation and enabling extending of community network.

# Women & Family



Our refugee ladies group meet up at our weekly community lunch. Its always part of an afternoon of friendships, conversation, haircuts and a few friendly games in our games room.

Our women's group make an array of different items. Therapeutic and building trusted relationships around a shared purpose.



Our women's group learning to ride a bike with **Newport Live** and **Momentwm** They were quite excited and even wore their new helmets in the car on the way there. One participant said that she had wanted to learn to ride a bike for several years and that day, she finally did it!

# Women & Family



Our women's group are meeting in the park weekly during the school holidays. They played boules and volleyball. In the future, maybe we'll borrow giant Jenga from our friends at Remake: Newport and the library of things in Skinner Street.



Our refugee ladies had a delightful time as guests of our good friends Hay Brecon and Talgarth for Refugees at Llangorse lake.

A moving welcome from the local primary school, fun in boats, a walk in the country and great food and company.



# Women & Family



This was a busy but hugely enjoyable and rewarding day. We took 20 people to a movie, 14 young people enjoyed an afternoon at Supakart and over 50 people enjoyed a hot meal with an extra special heart shaped Welsh cake.



Thank you to the National Trust for welcoming 15 of our refugee ex-history group to Tredegar House for a visit. They all enjoyed themselves and learnt more about the history of Newport and Wales, thanks to our volunteer Peter, a retired history teacher.



---

*“I feel safe when I come into the Gap Centre. I haven’t felt that anywhere else...it feels like you are my family [as he has none in the UK]. Spending time here stops me feeling sad”.*

---

# Young People *in partnership with Newport City Council*



Building relationships and sharing experiences is important for many of our young men. The games floor is busy most days with FIFA, table tennis, pool, cards and dominos.



A group of young refugee adults visited Cardiff University at the invitation of their Reaching Wider team. They had a fabulous day trying activities and having their aspirations raised.

# Young People



Regular football sessions with our partners, Positive Futures with our young refugee men in Newport.



Our U19's took part in a 5 aside competition. It was amazing to see so many young men taking part in some friendly competition.

# Young People



A group of our young refugees who are in the care of social services trying archery and rock wall climbing in nearby Gilwern. The rain dried up and they all came back with big smiles - Physical and mental wellbeing boost.



We had a great afternoon taking a big group bowling and then onto Laser Quest. Lots of fun, smiles and friendships made.



Partnering with Newport Social Services to support refugee young people in their care, team member Glyn went with them on a trip to Chepstow Castle. Learning about the history and culture of their new home in Wales.



## Weekly Lunch Club

Every week a lunch club is run with an invitation to all to come along. Volunteers cook the food, where people can experience different cuisines opening up new conversations. This provides an all-inclusive, safe and friendly weekly event that strengthens the sense of community.



---

*“Being here makes  
me feel happy.”*

---

# Group Events



A group met with friends from *Abergavenny Town of Sanctuary* to walk the Skirrid Mountain today to get some exercise, and to honour the memory of our friend Mustafa. We then popped into Newport wetlands on the way back to see the Sea and the Wales coastal path.



A community celebration event run with *Newport Live Positive Futures* team at Maindee Primary School. Our Gap ladies helped out with hair braiding henna and face painting. We celebrated some of our community contributors with awards to those who contribute so positively to the Gap Centre community.

We took 26 people to the 4 Waterfalls walk in the Brecon Beacons. New friendships made, shared experiences and memories, boosting physical and mental wellbeing.



A visit to Chepstow Castle, some families at the Riverfront cinema and donated Easter eggs.



# Allotment

We restarted our weekly gardening group at our allotment, a short walk from the Gap Centre. Planting, managing and harvesting vegetables in a community which also provides a therapeutic space for our participants to work alongside each other outside.



# Celebrations



A very full Gap Centre celebrating good news with these good friends of ours. Looking forward to them restarting their life as a family here with us in the UK



We celebrated after our friends were finally being officially recognised as refugees . They waited 2 and a half years for an interview and were granted immediately.

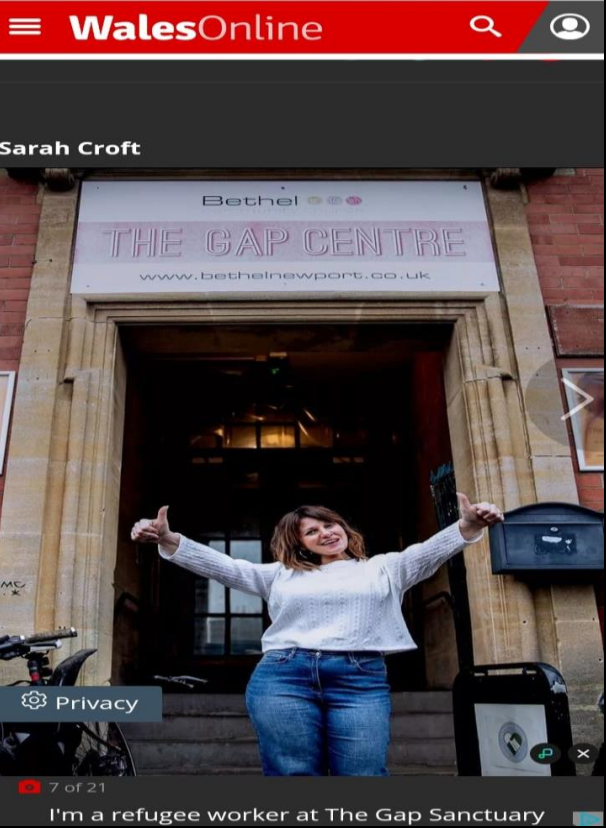


Being part of The Gap family means we get to celebrate the special times together. We celebrated one of our long- standing service users receiving his British Citizenship.



A young participant turned 18. As she arrived in the UK on her own, we held a party to celebrate as a family should. Lots of the ladies made cake and food, which was followed with dancing, hoopla and party games. The laughter and fun was tangible. There was such a strong sense of community, belonging and looking out for each other.

# Celebrations



Our relentlessly tenacious and compassionate staff member Sarah, who has done so much to improve so many people's lives in Newport, is celebrated here in this photo exhibition.

We have supported a young man for 7 years since his arrival in Newport as a refugee, originally as part of our Children In Need funded project. Arriving on his own aged just 16 and spoke no English. He now works fulltime and has continued studying fulltime. It's been such a privilege to see him flourish.



**Project:**  
*Housing – in  
partnership with  
Pobl Housing  
Association*





---

## Aim of project

- To prevent RAS homelessness and ensuring they have safe and appropriate accommodation that meets their needs.
  - Working in partnership with a local Housing Association, the charity manages a 3-bed flat as short term temporary therapeutic supported accommodation for newly granted single refugees.
  - Refugees stay here for up to 6 months whilst receiving housing support to prepare them for their move on into their permanent accommodation.
  - Offering 6 beds across 2 properties to tackle refugee homelessness in Newport providing a safe and therapeutic space for newly granted refugees.
- 

## Key Achievements

- A second 3-bed property working in partnership with the same Housing Association, providing therapeutic move on transitional supported accommodation.
- Both properties have been fully occupied, and all tenants have successfully moved on to manage their own tenancy.
- One bed space was made available to a refugee with NRPF whose leave has lapsed, but which has now been regularised.



The second property from taking it over, renovation and ready to move in, ensuring no RAS is homeless in Newport. Donations of furniture and household items supported tenants moving in so they feel safe, secure and at home.

# Project:

*Cycle Hub – in partnership with Newport City Homes and Spokesafe.*





---

## Aim of project

- Promote active travel by providing secure cycle storage in Newport City Centre, with bookings managed by Spokesafe.
- The Cycle Hub will support the Council's drive to reduce pollution and congestion in the city together.
- The opportunity for The Sanctuary service users to learn new skills through fixing donated bikes and be able to obtain a free bike.
- Through joining and building this community, it is hoped to improve their health and mental wellness.

## Key Achievements

- Secured a vacant shop unit owned by Newport City Homes.
- Relocated The Newport Cycle Hub in the city Centre in Nov 2022, in what was a previously vacant shop.
- Hosted weekly bike repair activity, repairing bicycles and boosting the wellbeing of the refugees volunteering to fix bikes
- The number of users storing their bikes, month on month, has seen an increase, underpinning the need for this storage.
- To date, we have donated free of charge 180 bikes, carried out 327 bike repairs and been supported by an average of 8 RAS volunteers every week.

# Cycle Hub



During the relocation to the more central shop in the city. Staff and volunteers worked hard to move and re-organise all the stock and furniture. This provides a place for storage of bikes, donations of unwanted bikes, RAS to learn new skills and creates a new community.

# Cycle Hub



The newly relocated Newport Cycle Hub in development where bikes could be stored for £1 in city centre.



Just some of the 100s of donated bikes that provide the opportunity for repair and re-donation

# Cycle Hub



In process of creating new bike shop with RAS volunteers learning new skills and building their community. It now has a toilet, washbasin and small kitchen.



Exhibition stand at Newport City Homes event 'Meet the Neighbours' and Tin Shed Theatre to promote our secure bike storage.



---

This ebike was lent to a refugee who uses it to get out of the city. The impact on his wellbeing is huge. There is a need to provide bespoke social prescribing tailored to individuals.

---



**Project:**  
*Beacon Bereavement*





## Aim of project

At Beacon Bereavement Support we know what grief feels like. All our volunteers have suffered the loss of a loved one and have each travelled their own bereavement journey – through the pain, the heartache, and the sometimes confusing emotions that bereavement brings.

Our volunteers have many years of experience in supporting bereaved people both in South Wales and throughout the UK. We know how difficult it is to ask for help and to find the right sort of support.

---

## We supported by:

- Having someone available to talk to individually
- Support Groups
- 8 participants accessed our services

# Local Partnerships





**The Gap work closely and in collaboration with local organisations, building resilient relationships with brilliant local partner agencies who include:**

- Welsh Government
- Newport City Council Social Services, Housing, and Active travel team
- Newport Live
- Newport City Homes
- POBL
- Adult Learning Wales
- Positive Futures
- Newport offices of the Welsh Refugee Council
- Clearsprings Asylum accommodation provider
- NHS Health Inclusion Service
- Taff Lighthouse accommodation project
- Gwent Police
- Probation Office

# Funders

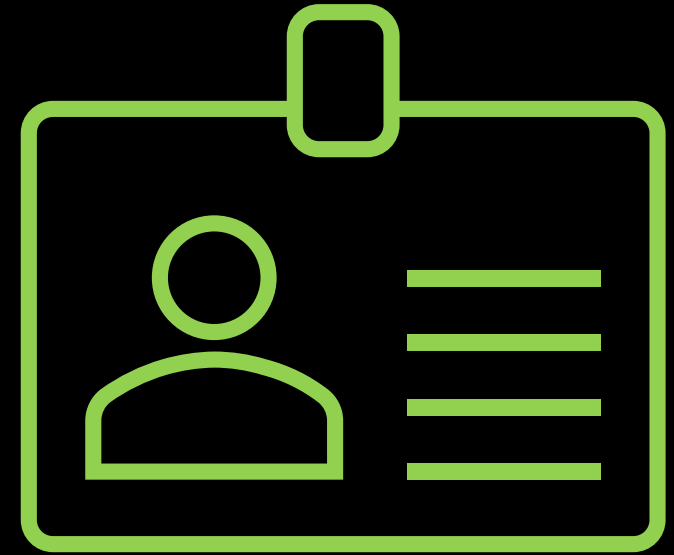




**The Gap would like to sincerely thank all the amazing organisations who have provided funding that enable us to continue to help and support our projects.**

- Lloyds Banking Foundation
  - Hilden Foundation
  - Nation of Sanctuary
  - National Lottery
  - Postcode Community Trust
  - WCVA Volunteering
  - Western Power
  - Housing Justice Cymru
  - Newport City Council
-

# Contact Details





**Our address:**

The Gap Centre

42 Stow Hill

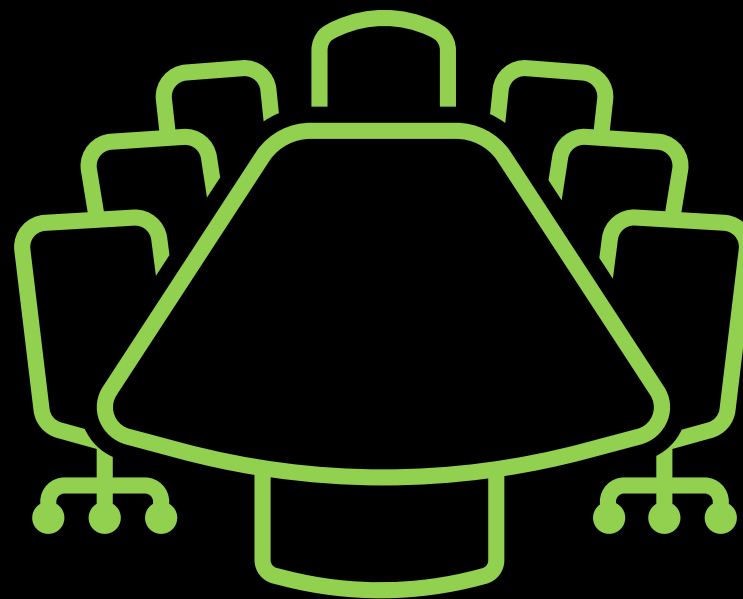
Newport

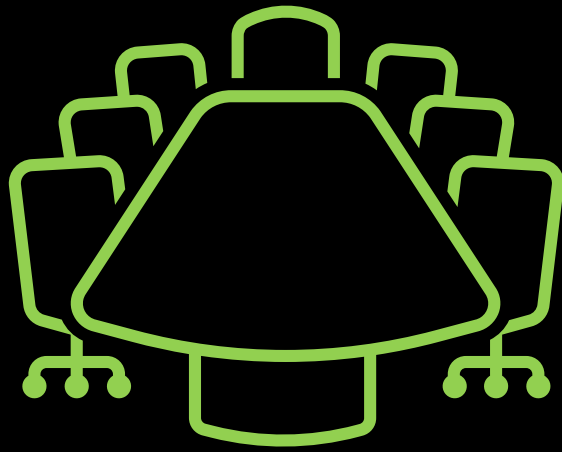
Wales NP20 1JG

**Our website:** [thegap.wales](http://thegap.wales)

**Our email:** [admin@thegap.wales](mailto:admin@thegap.wales)

# Trustees





**The Gap Wales benefits from the advice, governance and active oversight of a committed board of trustees:**

- Chair: Andrew Cleverly (appointed 26/05/2017)
- Treasurer: Paul Laughlin (appointed 26/05/2017)
  
- Bob Jones (appointed 26/05/2017, retired 31/03/2024)
- Helen Gordon (appointed 26/05/2017, retired 02/05/2023)
- Shaheen Dibaj (appointed 15/05/2019, retired 05/12/2024)
  
- Denebo Wario (appointed 10/12/2023)
- Emma Barnes-Lewis (appointed 26/02/2024)
- Ruth Carswell (appointed 05/08/2024)

**Published by The Gap Wales (*January 2025*)**

Contact us: ***admin@thegap.wales***

**Independent Examiner** Trevor James FCA DChA FCIE  
Dormer Cottage  
Old Broyle Road  
West Broyle  
Chichester  
West Sussex  
PO19 3PR

**Bankers** Lloyds Bank plc  
Newport South Wales (309190) Branch  
PO Box 1000  
BX1 1LT

## **Financial review**

The work of the Charity is significantly financed by grants. Income from these sources for the year totalled £144,282 (64.9% of total income). Comparable income for the previous year was £171,617 (76.4% of total income).

Expenditure during the year totalled £175,769 (2023:£181,356).

The overall result was a surplus of £46,670 (2023: £43,380).

## **Reserves**

### *Reserves policy*

The Charity employs staff and has other ongoing core costs commitments which are fundamental to the fulfilment of its charitable objects. The continuation of grants, which are a major part of the Charity's income are not guaranteed. Furthermore substantial grants mean there are peaks and troughs in income. Should the Charity suffer a reduction in income the trustees would want to continue its activities while they endeavour to secure funding. On the basis of the above the trustees have resolved that the Charity should hold a designated operational reserve of £100,000.

## **Investment policy**

The trustees are reviewing their investment policy in the light of the recently published Charity Investment Governance Principles Funds and in particular the specific guidance for Smaller Charities that mainly invest in cash..

## **Structure, governance and management**

### *Governing document*

The Gap Wales ("the Charity") is a charitable incorporated organisation registered with the Charity Commission in England and Wales on 27 March 2017. It is governed by its constitution which was last amended on 31 October 2023. The trustees are the members of the Charity. In the event of a winding up the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

### *Recruitment, Appointment and Training of Trustees*

Trustees are recruited from those who share the Charity's aims, aspirations and Christian ethos and who are able to bring a breadth and depth of experience and skills to the trustee body. Recruitment is both by word of mouth through the Charity's networks and by the use of Charity Jobs and consultants. Prior to appointment Trustees are briefed on the Charity's activities and provided with a copy of the Charity's strategic review. They take seriously the obligation to maintain their knowledge.

### *Pay policy and procedures*

Pay levels are set in comparison to sector norms and are reviewed annually in the light of CPI movements. Professional HR consultants have been engaged to review all policies and procedures to ensure that they are sufficient and in line with current best practice.

The Trustees do not receive any payment or benefits for their work either as trustees or as volunteers.

## *Risk Management*

The Trustees have identified the major risks to which they believe the Charity is exposed and systems have been established to minimise those risks. The risks are formally reviewed quarterly at trustees' meeting. Procedures are in place to ensure compliance with health and safety requirements.

## *Serious incidents*

In line with the Charity Commission's guidance on reporting serious incidents, the trustees declare that during the reporting period there were no serious incidents that they have failed to bring to the Commission's attention.

## *Governance*

The overall responsibility for the Charity rests with the Trustees who meet quarterly with additional meetings when necessary.

The Charity's Christian ethos is fundamental to its governance mindful of this the trustees endeavour to apply the Charity Governance Code and the Nolan principles (selflessness, integrity, objectivity, accountability, openness, honesty and leadership). Furthermore believing that corruption, bribery and unfair actions hamper development and impede progress they insist on integrity in all of the Charity's activities.

## **Public benefit**

The trustees have paid due regard to the Charity Commission's guidance on public benefit and are committed to supporting people of all faiths and none.

## **Independent Examiner**

Trevor James was appointed as independent examiner on 3 June 2024.

## **Trustees' responsibilities statement**

The trustees 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).

In preparing these financial statements, the trustees are required to:

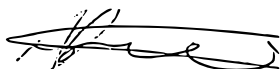
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities SORP. 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included in the Charity's website.

Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The trustees' annual report was approved on 30 January 2025 and signed on behalf of the trustees by:



Andrew Cleverly  
Chair

**The Gap Wales  
Company Limited by Guarantee**

**Independent Examiner's Report to the Trustees of The Gap Wales**

I report on my examination of the accounts of The Gap Wales (the Charity) for the year ended 31 March 2024.

This report is made solely to the trustees, as a body, in accordance with the Charities Act 2011. My work has been undertaken so that I might state to the trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the trustees as a body, for any work, for this report, or for the opinions I have formed.

**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"). You consider that an audit is not required for the year under section 144 (2) of the Act and that an independent examination is needed.

It is my responsibility to:

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

**Basis of the independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*T E James*

Trevor James FCA DChA FCIE  
Dormer Cottage  
West Broyle  
Chichester  
West Sussex  
PO19 3PR

30 January 2025

**The Gap Wales**  
**Statement of Financial Activities**  
**Year Ended 31 March 2024**

	Note	Designated funds	Unrestricted funds £	Restricted funds £	<b>Total 2024</b>	Total 2023 £
<b>Income</b>						
Donations and grants	<b>2</b>	0	64,719	117,811	182,530	189,826
Legacies	<b>3</b>	0	0	0	0	0
Other income	<b>4</b>	0	36,635	3,274	39,909	34,910
<b>Total income</b>		<u>0</u>	<u>101,354</u>	<u>121,085</u>	<u>222,439</u>	<u>224,736</u>
<b>Expenditure</b>						
Raising funds		0	0	0	0	0
Expenditure on charitable activities	<b>5</b>	0	83,225	92,544	175,769	181,356
<b>Total expenditure</b>		<u>0</u>	<u>83,225</u>	<u>92,544</u>	<u>175,769</u>	<u>181,356</u>
<b>Income/(expenditure) before other gains/(losses)</b>		0	18,129	28,541	46,670	43,380
<b>Other recognised gains/(losses)</b>						
Unrealised gain/(loss) on investment assets		0	0	0	0	0
<b>Net income/(expenditure) and net movement in funds</b>		<u>0</u>	<u>18,129</u>	<u>28,541</u>	<u>46,670</u>	<u>43,380</u>
<b>Reconciliation of funds</b>						
Total funds brought forward		100,000	(131)	44,196	144,065	100,685
<b>Total funds carried forward</b>		<u>100,000</u>	<u>17,998</u>	<u>72,737</u>	<u>190,735</u>	<u>144,065</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

**The Gap Wales**  
**Balance Sheet**  
**31 March 2024**

		2024 £	2023 £
<b>Fixed assets</b>			
Tangible assets	10	5,127	5,135
		<u>5,127</u>	<u>5,135</u>
<b>Current assets</b>			
Stocks	11	0	0
Debtors	12	1,513	814
Cash at bank and in hand		195,428	143,963
		<u>196,941</u>	<u>144,777</u>
<b>Creditors: amounts falling due within one year</b>	13	11,334	5,847
<b>Net current assets</b>		<u>185,608</u>	<u>138,930</u>
<b>Total assets less current liabilities</b>		<u>190,735</u>	<u>144,065</u>
<b>Creditors: amounts falling due after more than one year</b>		<u>0</u>	<u>0</u>
<b>Net assets</b>		<u>190,735</u>	<u>144,065</u>
<b>Funds of the charity</b>			
Restricted funds		72,737	44,196
Designated operating reserve		100,000	100,000
Unrestricted undesignated funds		17,998	(131)
<b>Total charity funds</b>	14	<u>190,735</u>	<u>144,065</u>

These financial statements were approved by the board of trustees and authorised for issue on 30 January 2025 and are signed on its behalf by:



Paul Laughlin  
Treasurer

**The Gap Wales**  
**Notes to the Financial Statements**  
**Year Ended 31 March 2024**

**1. Accounting Policies.**

The financial statements of the Charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention. The financial statements are prepared in sterling, which is the functional currency of the entity.

**Going concern**

There are no material uncertainties about the Charity's ability to continue.

**Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Income**

All income is recognised in the Statement of Financial Activities once the Charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

The following specific policies are applied to particular categories of income:

- Income from donations, grants and legacies is recognised when there is evidence of entitlement to the funds, receipt is probable, and its amount can be measured reliably.
- Tax recoverable under gift aid is recognised when the relevant gift aid donation is recognised.
- Top-up payments under the Gift Aid Small Donations Scheme are recognised when the cash donations which form the basis of the claim are received.
- Donated facilities and services are recognised when received if the value can be reliably measured. No amounts are included for the contribution of volunteers.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the Charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

**Operating leases**

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives would be recognised as a reduction to expense over the lease term, on a straight-line basis.

**Governance costs**

Governance costs comprise the cost of governance arrangements which relate to the general running of the Charity.

# The Gap Wales

## Notes to the Financial Statements

### Year Ended 31 March 2024

#### **Tangible fixed assets**

Tangible assets are recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

#### **Furniture, equipment and fixtures and fittings**

Furniture, equipment and fixtures and fittings are written off in the year of purchase when capitalisation is not determined to be appropriate. This policy is under review.

#### **Depreciation**

Depreciation of tangible assets is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset.

#### **Stocks**

Stocks are measured at the lower of cost and net realisable value.

#### **Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### **Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### **Creditors and provisions**

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### **Financial instruments**

A financial asset or a financial liability is recognised only when the Charity becomes a party to the contractual provisions of the instrument. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs. Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

#### **Taxation**

The Charity is exempt from direct tax on its charitable activities.

#### **Fund accounting**

Unrestricted funds, including designated funds, can be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

#### **Pension costs**

Contributions payable to the Charity's defined contribution pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

## The Gap Wales

### Notes to the Financial Statements

#### Year Ended 31 March 2024

#### 2. Donations and grants

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Donations	31,788	0	31,788	12,195
Fundraising	2,711	0	2,711	2,093
Gift Aid	448	0	448	699
Grants	26,471	117,811	144,282	171,617
Monthly supporters	3,301	0	3,301	3,222
	<u>64,719</u>	<u>117,811</u>	<u>182,530</u>	<u>189,826</u>

#### 3. Legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Legacies receivable	0	0	0	0
Year ended 31 March 2023	<u>0</u>	<u>0</u>		

#### 4. Other income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Earned income	3,557	29	3,586	6,680
Housing project income	33,028	0	33,028	27,409
Other income	50	3,245	3,295	821
	<u>36,635</u>	<u>3,274</u>	<u>39,909</u>	<u>34,910</u>

#### 5. Expenditure on charitable activities by activity type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Salaries including NI and pension	17,130	77,737	94,867	90,674
Bike Hub expenses	0	0	0	31,681
Bike project	8,004	0	8,004	9,423
Project activity expenses	6,436	2,406	8,842	6,104
Project housing rent	5,850	0	5,850	5,446
Youth participation costs	122	469	591	1,339
Donations to participants	1,787	0	1,787	2,462
Rent	10,635	2,565	13,200	9,700
Rates	1,136	0	1,136	1,051
Housing expenses	8,993	0	8,993	1,017
Cleaning	6,542	336	6,878	6,755
Light, power and heating	4,688	815	5,503	1,232
Water	1,272	236	1,508	522
Repairs and maintenance	1,435	833	2,268	2,819
Insurance	1,455	0	1,455	1,232
Management fee	0	4,396	4,396	0
Covid Response	0	0	0	2,978
Other costs	7,740	2,751	10,491	6,921
	<u>83,225</u>	<u>92,544</u>	<u>175,769</u>	<u>181,356</u>

**The Gap Wales**  
**Notes to the Financial Statements**  
**Year Ended 31 March 2024**

**6. Net income**

Net income is stated after charging:

	<b>2024</b>	<b>2023</b>
	£	£
Professional fees – Independent examiner’s remuneration	395	375
Trustees’ meeting expenses	0	0
	0	0

**7. Independent examiner’s remuneration**

	<b>2024</b>	<b>2023</b>
	£	£
Fees payable for the examination of the financial statements	395	375
	395	375

**8. Staff costs**

Total remuneration paid including employer’s pension and social security costs, was £94,867 (2023: £90,674). Many of the Charity’s activities are carried out by volunteers who are unpaid and do not receive any reimbursement of expenses.

The average number of employees during the year was as follows:

	<b>2024</b>	<b>2023</b>
Charitable (Full time equivalent)	4	3.2
	4	3.2

No employee received emoluments in excess of £60,000.

**9. Trustee remuneration and expenses**

None of the Trustees or persons connected with them received any remuneration, benefits or reimbursement of expenses in the year for work as a trustee (2023:None). Any claim for expenses would be subject to the Charity’s normal internal control procedures.

**10. Tangible fixed assets**

The Charity’s tangible fixed assets have no significant value.

**11. Stocks**

The Charity holds a stock of bikes which are not valued. There is also a small incidental stock of cleaning materials, catering supplies and stationary which are not valued, the Charity holds no stocks (2023: Nil).

**12. Debtors**

	<b>2024</b>	<b>2023</b>
	£	£
Prepayments	0	0
Tax recoverable	0	0
Legacy receivable	0	0
Other debtors	1,513	814
	1,513	814

**13. Creditors: amounts falling due within one year**

	<b>2024</b>	<b>2023</b>
	£	£
Salaries	6,249	1,643
Pension contributions	2,312	1,599
PAYE and Social Security	1,671	1,973
Other creditors and accruals	1,101	632
	11,333	5,847

**The Gap Wales**  
**Notes to the Financial Statements**  
**Year Ended 31 March 2024**

**14. Analysis of charitable funds**

	At 1 April 2023 £	Income £	Expenditure £	At 31 March 2024 £
Designated operating reserve	100,000	0	(0)	100,000
Unrestricted undesignated funds	(131)	101,354	(83,225)	17,998
Restricted	44,196	121,085	(92,544)	72,737
	<u>144,065</u>	<u>222,439</u>	<u>(175,769)</u>	<u>190,735</u>

**15. Analysis of net assets between funds**

	Designated Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Tangible assets	0	2,731	2,396	5,127
Current assets	100,000	26,600	70,341	196,941
Creditors less than 1 year	0	(11,333)	(0)	(11,333)
Creditors greater than 1 year	(0)	(0)	(0)	(0)
<b>Net assets</b>	<u>100,000</u>	<u>17,998</u>	<u>72,737</u>	<u>190,735</u>

**Prior Year**

	Designated Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	0	2,739	2,396	5,135
Current assets	100,000	102,977	41,800	144,777
Creditors less than 1 year	0	(5,847)	(0)	(5,847)
Creditors greater than 1 year	(0)	(0)	(0)	(0)
<b>Net assets</b>	<u>100,000</u>	<u>(131)</u>	<u>44,196</u>	<u>144,065</u>

**16. Operating lease commitments** The Charity rents premises from Bethel Community Church. The current agreement which for a term of seven years with a year-to-year review commenced on 7 January 2025 at a rent of £1,100 per month.

**17. Pension commitments**

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension contributions payable by the Charity to the fund during the year amounted to £1,850 (2023: £1,745). At 31 March 2024 employer and employee contributions totalling £2,312 (2023: £1,599) were payable to the fund.

**18. Related parties**

Andrew Cleverly, the chair of the Charity, is pastor of Bethel Community Church and chair of the trustees of that Church. The Gap Wales rents space from Bethel Community Church. Ruth Carswell, a trustee, is employed by the Lloyds Bank Foundation, a charity which makes grants to The Gap Wales.

**THE GAP - WALES**

England & Wales - Charity number 1172283

---

# Accounts

---



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	04	2022		31	03	2023

## Section A Reference and administration details

Charity name

The Gap-Wales

Other names charity is known by

Registered charity number (if any)

1172283

Charity's principal address

42 Stow Hill  
Newport  
  
Postcode NP20 1JG

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Andrew Cleverly	Chair		
2	Bob Jones	Vice chair		
3	Helen Gordon			
4	Paul Laughlin	Finance		
5	Shain Dibaj			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

## Name of chief executive or names of senior staff members (Optional information)

--

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	People involved in establishing the work before becoming a charity, supplemented by interested parties with business and charity governance experience

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

--

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

To relieve the needs of those granted refugee status and those seeking asylum and their dependants living in Newport, South Wales and the surrounding area.

To advance the education of the public in general on the subject of human trafficking

To benefit the residents of Baneswell, Newport and the neighbourhood by providing facilities in the interests of social welfare for recreation & leisure time

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The charity commenced operation on 1st September 2017, taking over 2 existing projects. The trustees have met quarterly and in their governance of the charity have had regard to the guidance issued by the Charity Commission on public benefits.

The main activities of the charity have been concerned with relieving the needs of those granted refugee status and those seeking asylum (RAS) and their dependants. These activities can be summarised as follows.

- a) Providing advocacy and support for refugee and asylum seekers to access mainstream services
- b) Developing and utilising the skills of refugees and asylum seekers through volunteering
- c) Promoting social inclusion and emotional well-being through social activities
- d) Reducing social exclusion by developing English language skills

The work of education around the issues of human trafficking remains a small aspect of the charity's work and is currently on hold.

In addition, the Gap Wales has launched Beacon Bereavement, a counselling service for people experiencing bereavement. This project is in its infancy but has an experienced volunteer team leading it.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

The need for support with accommodation, employment and accessing medical services again increased significantly during this period. The charity employed 2 full time and 3 part time ( FTE 3.2 ) for this period, and provided advocacy support and activities for 5 days a week. A programme of weekly activities to reduce the social isolation of asylum seekers and refugees continued to run.:

- a) Bike repair activity –165 bikes given away and 297 repairs carried out by volunteers. The more bikes that are given away, the number of repairs rise
- b) Gardening allotment activity - weekly
- c) Women's sewing activity - weekly
- d) ESOL classes in partnership with Adult Learning Wales - daily
- e) Football session in partnership with Newport Live – weekly
- f) Daily drop in games activities
- g) Community lunch - weekly

Advice, advocacy and support for an average of 10.9 RAS each day, accessing accommodation, education and employment, liaising with health services, arranging appointments, accessing ESOL provision, budgeting and understanding the asylum system.

During this 12 month period, we found accommodation for 27 newly granted refugees during this period, and helped 12 others find and maintain employment. 2 refugees were supported to successfully access University

The charity worked closely with a number of local partner agencies, including the Newport offices of the Welsh Refugee Council, Clearsprings Asylum accommodation provider, NHS Health Inclusion Service, Taff Lighthouse accommodation project, Newport Live, Barnardo's, Newport City Council Social Services and others.

The charity collaborated with Newport Social Services to provide ongoing support to Unaccompanied Asylum Seeking Children ( UASC ) dispersed under the National Transfer Scheme.

In addition, in partnership with a local Housing Association, the charity continue to manage a 3 bed flat as short term temporary supported accommodation for newly granted single refugees. Refugees stay here for up to 6 months whilst receiving housing support to prepare them for their move on into their permanent accommodation. This has continued to stay fully occupied by several different tenants during this 12 month period. The Gap Wales is partnering with Pobl to open a second accommodation in the Summer of 23.

The charity also opened The Newport Cycle Hub in the City Centre in Nov 22. This provides 40 bookable indoor secure bike storage spaces managed by Spokesafe. The basement is being developed as a place to store and carry out basic repairs on donated bikes for the refugee bike project.

In addition, the Gap Wales has launched Beacon Bereavement, a counselling service for people experiencing bereavement. This project is in it's infancy but has an experienced volunteer team leading it.

--

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

The trustees want to keep £100,000 as reserves, which is one year's staffing costs.

**Details of any funds materially in deficit**

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal source of funds has been through grant aid, with 3 year grants from Tudor Trust, National Lottery and Gwent Police Crime Commissioner, Lloyd's TSB charitable trust, providing mostly staffing costs. Other smaller grants for resources were accessed to deliver the charity's outcomes. We also receive regular small monthly donations from individuals, and one off gifts from local community groups. We continue to develop a fundraising and income strategy to improve our long term sustainability.

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's ~~trustees~~ 

**Signature(s)**

**Full name(s)**

**Position (eg Secretary, Chair, etc)**

**Date**

Andrew Paul Cleverly	
Chair	

29/1/24

# **THE GAP WALES**

Accounts for the year ended 31st March 2023

# THE GAP WALES

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2023

### **ACCOUNTING POLICIES**

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the financial statements.

#### **Accounting Convention**

The financial statements have been prepared under the historical cost convention. In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) and the Charities Act 1993.

#### **Incoming Resources**

Income is received by way of grants, donations and gifts and is included in incoming resources.

#### **Resources Expended**

Resources expended are included in the Profit and Loss on an accruals basis, inclusive of any Value Added Tax which cannot be recovered.

#### **Taxation**

As a registered charity the organisation benefits from rates relief and is generally exempt from Income Tax and Capital Gains Tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates

#### **Fund Accounting**

- Unrestricted funds comprise those funds which the Trustees are free to use in accordance with the charitable objectives.

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

- Restricted funds are funds which have been given for particular purposes. The restriction being placed by the donor. The restricted funds are individually identified on the face of the profit and loss account.

#### **Reserve**

The Trustees have determined that £100,000 is reserved in order to fund one year of salaries and essential running costs to secure staffing services to participants.

# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF

## THE GAP WALES

YEAR ENDED 31ST MARCH 2023

The report relates to financial statements set out on page 1 & 2

### Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

### It is my responsibility to:

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

### Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention to indicate that:

- (1) Accounts have not been kept in accordance with section 386 of the Companies Act 2006
- (2) The accounts do not accord with such records.
- (3) Where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS 102)
- (4) Any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Susan Lewis FCCA  
6 Park Road  
Newbridge  
Newport. NP11 4RF

Date: 20th September 2023

# Profit and Loss

## The Gap Wales

For the year ended 31 March 2023

	<u>31 March 2023</u>	<u>31 March 2022</u>
<b>INCOME</b>		
Donations	12,195	14,660
Earned Income	6,680	7,235
Fundraising	2,093	3,222
Gift Aid	699	876
Housing Project Income	27,409	27,642
Monthly Supporters	3,222	3,072
Other Revenue	800	500
<b>Grant Funding - Restricted</b>		
- All Churches Trust Ltd	0	2,400
- GAVO	0	1,450
- Housing Justice Cymru	7,742	4,905
- Lloyds Bank Foundation	27,250	0
- Magic Little Grants	500	0
- Police Crime Commissioner	16,931	16,438
- Linc	500	0
- Tudor Trust	25,000	25,000
- National Lottery	33,590	32,732
- Newport City Council	60,104	16,097
	<b>224,715</b>	<b>156,229</b>
<hr/>		
<b>TOTAL INCOME</b>	<b>224,715</b>	<b>156,229</b>
<hr/>		
<b>EXPENSES</b>		
Advertising & Marketing	0	291
Audit & Accountancy fees	375	325
Bike project	41,105	2,714
Cleaning	6,755	4,280
Covid Response	2,978	915
Donations to Participants	2,462	1,124
Employers National Insurance	1,960	2,008
General Expenses	936	758
Housing Expenses	1,017	488
Housing Project Rent	5,447	6,872
Insurance	1,232	1,047
Interest Paid	0	7
IT Software and Consumables	693	1,286
Legal Expenses	0	300
Light, Power, Heating	1,232	1,011
Pensions Costs	1,745	1,619
Postage, Freight & Courier	24	203
Printing & Stationery	437	370
Project Activity Expenses	6,104	4,200
Rates	1,050	1,020
Refreshments	1,453	281
Rent of Premises	9,700	7,200
Repairs & Maintenance	2,819	0
Salaries	86,969	82,898
Staff and Volunteer Welfare	577	234
Staff Training	0	324
Subscriptions	1,272	965
Telephone & Internet	985	743
Travel - National	168	409
Volunteer Expenses	0	1,000
Water	522	637
Youth Participation Costs	1,339	0
<b>Total Administrative Costs</b>	<b>181,356</b>	<b>125,529</b>
<hr/>		
<b>Operating Profit</b>	<b>43,359</b>	<b>30,700</b>
<hr/>		
<b>Other Income</b>		
Other Income / Expenses for Participants	21	743
<hr/>		
<b>Profit for the Year</b>	<b>43,380</b>	<b>29,957</b>

# Balance Sheet

## The Gap Wales

As at 31 March 2023

	<u>31 March 2023</u>	<u>31 March 2022</u>
<b><u>Fixed Assets</u></b>		
<b>Tangible Assets</b>		
Computer Equipment	2,872	3,558
Furniture & Fittings	869	849
Office Equipment	1,248	3,998
Tools	146	146
<b>Total Tangible Assets</b>	<b>5,135</b>	<b>8,552</b>
	<b>5,135</b>	<b>8,552</b>
<b><u>Current Assets</u></b>		
<b>Cash at bank and in hand</b>		
Petty Cash	347	568
The Gap - Wales (Sanctuary)	143,616	96,632
Other receivables	814	0
<b>Total Cash at bank and in hand</b>	<b>144,777</b>	<b>97,200</b>
	<b>144,777</b>	<b>97,200</b>
<b><u>Creditors: amounts falling due within one year</u></b>		
HMRC - PAYE, NIC & Pension	4,204	4,981
Wages Payable - Payroll	1,643	85
	<b>5,847</b>	<b>5,066</b>
<b>Net Current Assets (Liabilities)</b>	<b>138,930</b>	<b>92,134</b>
<b>Net Assets</b>	<b>144,065</b>	<b>100,686</b>
<b><u>Capital and Reserves</u></b>		
Current Year Earnings	43,380	29,957
Retained Earnings	100,685	70,729
<b>Total Capital and Reserves</b>	<b>144,065</b>	<b>100,686</b>

# **THE GAP WALES**

Accounts for the year ended 31st March 2023

# THE GAP WALES

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2023

### **ACCOUNTING POLICIES**

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the financial statements.

#### **Accounting Convention**

The financial statements have been prepared under the historical cost convention. In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) and the Charities Act 1993.

#### **Incoming Resources**

Income is received by way of grants, donations and gifts and is included in incoming resources.

#### **Resources Expended**

Resources expended are included in the Profit and Loss on an accruals basis, inclusive of any Value Added Tax which cannot be recovered.

#### **Taxation**

As a registered charity the organisation benefits from rates relief and is generally exempt from Income Tax and Capital Gains Tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates

#### **Fund Accounting**

- Unrestricted funds comprise those funds which the Trustees are free to use in accordance with the charitable objectives.

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

- Restricted funds are funds which have been given for particular purposes. The restriction being placed by the donor. The restricted funds are individually identified on the face of the profit and loss account.

#### **Reserve**

The Trustees have determined that £100,000 is reserved in order to fund one year of salaries and essential running costs to secure staffing services to participants.

# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF

## THE GAP WALES

YEAR ENDED 31ST MARCH 2023

The report relates to financial statements set out on page 1 & 2

### Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

### It is my responsibility to:

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

### Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention to indicate that:

- (1) Accounts have not been kept in accordance with section 386 of the Companies Act 2006
- (2) The accounts do not accord with such records.
- (3) Where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS 102)
- (4) Any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Susan Lewis FCCA  
6 Park Road  
Newbridge  
Newport. NP11 4RF

Date: 20th September 2023

# Profit and Loss

## The Gap Wales

For the year ended 31 March 2023

	<u>31 March 2023</u>	<u>31 March 2022</u>
<b>INCOME</b>		
Donations	12,195	14,660
Earned Income	6,680	7,235
Fundraising	2,093	3,222
Gift Aid	699	876
Housing Project Income	27,409	27,642
Monthly Supporters	3,222	3,072
Other Revenue	800	500
<b>Grant Funding - Restricted</b>		
- All Churches Trust Ltd	0	2,400
- GAVO	0	1,450
- Housing Justice Cymru	7,742	4,905
- Lloyds Bank Foundation	27,250	0
- Magic Little Grants	500	0
- Police Crime Commissioner	16,931	16,438
- Linc	500	0
- Tudor Trust	25,000	25,000
- National Lottery	33,590	32,732
- Newport City Council	60,104	16,097
	<b>224,715</b>	<b>156,229</b>
<hr/>		
<b>TOTAL INCOME</b>	<b>224,715</b>	<b>156,229</b>
<hr/>		
<b>EXPENSES</b>		
Advertising & Marketing	0	291
Audit & Accountancy fees	375	325
Bike project	41,105	2,714
Cleaning	6,755	4,280
Covid Response	2,978	915
Donations to Participants	2,462	1,124
Employers National Insurance	1,960	2,008
General Expenses	936	758
Housing Expenses	1,017	488
Housing Project Rent	5,447	6,872
Insurance	1,232	1,047
Interest Paid	0	7
IT Software and Consumables	693	1,286
Legal Expenses	0	300
Light, Power, Heating	1,232	1,011
Pensions Costs	1,745	1,619
Postage, Freight & Courier	24	203
Printing & Stationery	437	370
Project Activity Expenses	6,104	4,200
Rates	1,050	1,020
Refreshments	1,453	281
Rent of Premises	9,700	7,200
Repairs & Maintenance	2,819	0
Salaries	86,969	82,898
Staff and Volunteer Welfare	577	234
Staff Training	0	324
Subscriptions	1,272	965
Telephone & Internet	985	743
Travel - National	168	409
Volunteer Expenses	0	1,000
Water	522	637
Youth Participation Costs	1,339	0
<b>Total Administrative Costs</b>	<b>181,356</b>	<b>125,529</b>
<hr/>		
<b>Operating Profit</b>	<b>43,359</b>	<b>30,700</b>
<hr/>		
<b>Other Income</b>		
Other Income / Expenses for Participants	21	743
<hr/>		
<b>Profit for the Year</b>	<b>43,380</b>	<b>29,957</b>

# Balance Sheet

## The Gap Wales

As at 31 March 2023

	<u>31 March 2023</u>	<u>31 March 2022</u>
<b><u>Fixed Assets</u></b>		
<b>Tangible Assets</b>		
Computer Equipment	2,872	3,558
Furniture & Fittings	869	849
Office Equipment	1,248	3,998
Tools	146	146
<b>Total Tangible Assets</b>	<b>5,135</b>	<b>8,552</b>
	<b>5,135</b>	<b>8,552</b>
<b><u>Current Assets</u></b>		
<b>Cash at bank and in hand</b>		
Petty Cash	347	568
The Gap - Wales (Sanctuary)	143,616	96,632
Other receivables	814	0
<b>Total Cash at bank and in hand</b>	<b>144,777</b>	<b>97,200</b>
	<b>144,777</b>	<b>97,200</b>
<b><u>Creditors: amounts falling due within one year</u></b>		
HMRC - PAYE, NIC & Pension	4,204	4,981
Wages Payable - Payroll	1,643	85
	<b>5,847</b>	<b>5,066</b>
<b>Net Current Assets (Liabilities)</b>	<b>138,930</b>	<b>92,134</b>
<b>Net Assets</b>	<b>144,065</b>	<b>100,686</b>
<b><u>Capital and Reserves</u></b>		
Current Year Earnings	43,380	29,957
Retained Earnings	100,685	70,729
<b>Total Capital and Reserves</b>	<b>144,065</b>	<b>100,686</b>

**THE GAP - WALES**

England & Wales - Charity number 1172283

---

# Accounts

---



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	01	04	2021		31	03	2022

## Section A Reference and administration details

<b>Charity name</b>	The Gap-Wales
<b>Other names charity is known by</b>	
<b>Registered charity number (if any)</b>	1172283
<b>Charity's principal address</b>	42 Stow Hill Newport
<b>Postcode</b>	NP20 1JG

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Andrew Cleverly	Chair		
2	Bob Jones	Vice chair		
3	Helen Gordon			
4	Paul Laughlin	Finance		
5	Shain Dibaj			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

--	--	--

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

--

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	People involved in establishing the work before becoming a charity, supplemented by interested parties with business and charity governance experience

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

You <b>may choose</b> to include additional information, where relevant, about:
---

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

To relieve the needs of those granted refugee status and those seeking asylum and their dependants living in Newport, South Wales and the surrounding area.

To advance the education of the public in general on the subject of human trafficking

To benefit the residents of Baneswell, Newport and the neighbourhood by providing facilities in the interests of social welfare for recreation & leisure time

The charity commenced operation on 1st September 2017, taking over 2 existing projects. The trustees have met quarterly and in their governance of the charity have had regard to the guidance issued by the Charity Commission on public benefits.

The main activities of the charity have been concerned with relieving the needs of those granted refugee status and those seeking asylum ( RAS ) and their dependants. These activities can be summarised as follows.

- a) Providing advocacy and support for refugee and asylum seekers to access mainstream services
- b) Developing and utilising the skills of refugees and asylum seekers through volunteering
- c) Promoting social inclusion and emotional well-being through social activities
- d) Reducing social exclusion by developing English language skills

The work of education around the issues of human trafficking remains a small aspect of the charity's work and is currently on hold.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

The pandemic necessitated an adaptation of our service delivery to asylum seekers and refugees. The need for support with accommodation, employment and accessing medical services increased significantly during this period. The charity employed 2 full time and 3 part time ( FTE 3.2 ) for this period, and provided advocacy support and activities for 5 days a week. Activities were Covid risk assessed as required, subject to reduced numbers and only ran when permitted by Covid restrictions:

- a) Bike repair activity -165 bikes given away and 297 repairs carried out by volunteers. The more bikes that are given away, the number of repairs rise
- b) Gardening allotment activity
- c) Women's sewing activity
- d) ESOL classes in partnership with Adult Learning Wales
- e) Football session in partnership with Newport Live

Advice, advocacy and support for an average of 10.25 RAS each day, accessing accommodation, education and employment, liaising with health services, arranging appointments, accessing ESOL provision, budgeting and understanding the asylum system.

The charity worked closely with a number of local partner agencies, including the Newport offices of the Welsh Refugee Council, Clearsprings Asylum accommodation provider, NHS Health Inclusion Service, Taff Lighthouse accommodation project, Newport Live, Barnardo's, Newport City Council and others.

In addition, in partnership with a local Housing Association, the charity manage a 3 bed flat as short term temporary supported accommodation for newly granted single refugees. Refugees stay here for up to 6 months whilst receiving housing support to prepare them for their move on into their permanent accommodation.

**Brief statement of the charity's policy on reserves**

The charity aims to keep 10% of it's forecasted spend available as reserves but aspires to increase this amount to 25%

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal source of funds has been through grant aid, with 3 year grants from Tudor Trust, National Lottery and Gwent Police Crime Commissioner, Lloyd's TSB charitable trust, providing mostly staffing costs. In addition, the charity received part time Housing Support Grant funding for this 12 month period from Newport Council through it's Supporting People funding. This ended at the end of the financial year Other smaller grants for resources were accessed to deliver the charity's outcomes. We also receive regular small monthly donations from individuals, and one off gifts from local community groups. We continue to develop a fundraising and income strategy to improve our long term sustainability.

**Section F Other optional information**

**Section G Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Andrew Paul Cleverly	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	3/1/23	

# **THE GAP WALES**

Accounts for the year ended 31st March 2022

# **THE GAP WALES**

## **NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31ST MARCH 2022**

### **ACCOUNTING POLICIES**

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the financial statements.

#### **Accounting Convention**

The financial statements have been prepared under the historical cost convention. In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) and the Charities Act 1993.

#### **Incoming Resources**

Income is received by way of grants, donations and gifts and is included in incoming resources.

#### **Resources Expended**

Resources expended are included in the Profit and Loss on an accruals basis, inclusive of any Value Added Tax which cannot be recovered.

#### **Taxation**

As a registered charity the organisation benefits from rates relief and is generally exempt from Income Tax and Capital Gains Tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates

#### **Fund Accounting**

- Unrestricted funds comprise those funds which the Trustees are free to use in accordance with the charitable objectives.
- Designated funds are unrestricted funds earmarked by the trustees for particular purposes.
- Restricted funds are funds which have been given for particular purposes. The restriction being placed by the donor. The restricted funds are individually identified on the face of the profit and loss account.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE GAP WALES  
YEAR ENDED 31ST MARCH 2022**

The report relates to financial statements set out on page 1 & 2

**Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

**It is my responsibility to:**

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

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention to indicate that:

- (1) Accounts have not been kept in accordance with section 386 of the Companies Act 2006
- (2) The accounts do not accord with such records.
- (3) Where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS 102)
- (4) Any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Susan Lewis FCCA  
6 Park Road  
Newbridge  
Newport. NP11 4RF

Date: 19th October 2022



# Profit and Loss

The Gap Wales

For the year ended 31 March 2022

	<u>31 March 2022</u>	<u>31 March 2021</u>
<b>INCOME</b>		
Donations	14,660	4,454
Earned Income	7,235	5,091
Fundraising	3,222	3,554
Gift Aid	876	397
Housing Project Income	27,642	3,237
Monthly Supporters	3,072	2,768
Other Revenue	500	0
<b>Grant Funding - Restricted</b>		
- All Churches Trust Ltd	2,400	0
- GAVO	1,450	0
- Housing Justice Cymru	4,905	0
- Lloyds Bank Foundation	0	5,000
- Magic Little Grants	0	500
- Police Crime Commissioner	16,438	7,500
- Children in Need	0	29,360
- Tudor Trust	25,000	34,000
- National Lottery - Bike Project	0	9,500
- NACCOM	0	10,000
- National Lottery	32,732	8,125
- C F in Wales	0	5,000
- Newport City Council	16,097	1,440
	<b>156,229</b>	<b>129,926</b>
<b>TOTAL INCOME</b>	<b>156,229</b>	<b>129,926</b>
<b>EXPENSES</b>		
Advertising & Marketing	291	0
Audit & Accountancy fees	325	325
Bike project	2,714	5,659
Cleaning	4,280	1,593
Covid Response	915	6,804
Creche Costs	0	710
Donations to Participants	1,124	1,247
Employers National Insurance	2,008	1,649
General Expenses	758	262
Housing Expenses	488	3,339
Housing Project Rent	6,872	0
Insurance	1,047	1,058
Interest Paid	7	0
IT Software and Consumables	1,286	395
Legal Expenses	300	0
Light, Power, Heating	1,011	271
Pensions Costs	1,619	1,430
Postage, Freight & Courier	203	131
Printing & Stationery	370	105
Project Expenses	4,200	1,170
Rates	1,020	290
Refreshments	281	24
Rent of Premises	7,200	8,375
Repairs & Maintenance	0	744
Salaries	82,898	79,130
Staff and Volunteer Welfare	234	300
Staff Training	324	90
Subscriptions	965	1,006
Telephone & Internet	743	458
Travel - National	409	73
Volunteer Expenses	1,000	0
Water	637	0
<b>Total Administrative Costs</b>	<b>125,529</b>	<b>116,638</b>
<b>Operating Profit</b>	<b>30,700</b>	<b>13,288</b>
<b>Other Income</b>		
Other Income / Expenses for Participants	743	1,495
<b>Profit for the Year</b>	<b>29,957</b>	<b>11,793</b>

**Balance Sheet****The Gap Wales**

As at 31 March 2022

	<u>31 March 2022</u>	<u>31 March 2021</u>
<b>Fixed Assets</b>		
<b>Tangible Assets</b>		
Computer Equipment	3,558	3,558
Furniture & Fittings	849	849
Office Equipment	3,998	3,998
Tools	146	146
<b>Total Tangible Assets</b>	<b>8,552</b>	<b>8,552</b>
	<b>8,552</b>	<b>8,552</b>
<b>Current Assets</b>		
<b>Cash at bank and in hand</b>		
Petty Cash	568	619
The Gap - Wales (Sanctuary)	96,632	71,574
<b>Total Cash at bank and in hand</b>	<b>97,200</b>	<b>72,193</b>
	<b>97,200</b>	<b>72,193</b>
<b>Creditors: amounts falling due within one year</b>		
HMRC - PAYE, NIC & Pension	4,981	4,336
Wages Payable - Payroll	85	5,680
	<b>5,066</b>	<b>10,016</b>
<b>Net Current Assets (Liabilities)</b>	<b>92,134</b>	<b>62,177</b>
<b>Net Assets</b>	<b>100,686</b>	<b>70,729</b>
<b>Capital and Reserves</b>		
Current Year Earnings	29,957	11,793
Retained Earnings	70,729	58,935
<b>Total Capital and Reserves</b>	<b>100,686</b>	<b>70,729</b>

# **THE GAP WALES**

Accounts for the year ended 31st March 2022

# **THE GAP WALES**

## **NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31ST MARCH 2022**

### **ACCOUNTING POLICIES**

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the financial statements.

#### **Accounting Convention**

The financial statements have been prepared under the historical cost convention. In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) and the Charities Act 1993.

#### **Incoming Resources**

Income is received by way of grants, donations and gifts and is included in incoming resources.

#### **Resources Expended**

Resources expended are included in the Profit and Loss on an accruals basis, inclusive of any Value Added Tax which cannot be recovered.

#### **Taxation**

As a registered charity the organisation benefits from rates relief and is generally exempt from Income Tax and Capital Gains Tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates

#### **Fund Accounting**

- Unrestricted funds comprise those funds which the Trustees are free to use in accordance with the charitable objectives.
- Designated funds are unrestricted funds earmarked by the trustees for particular purposes.
- Restricted funds are funds which have been given for particular purposes. The restriction being placed by the donor. The restricted funds are individually identified on the face of the profit and loss account.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE GAP WALES  
YEAR ENDED 31ST MARCH 2022**

The report relates to financial statements set out on page 1 & 2

**Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

**It is my responsibility to:**

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

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention to indicate that:

- (1) Accounts have not been kept in accordance with section 386 of the Companies Act 2006
- (2) The accounts do not accord with such records.
- (3) Where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS 102)
- (4) Any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Susan Lewis FCCA  
6 Park Road  
Newbridge  
Newport. NP11 4RF

Date: 19th October 2022



# Profit and Loss

The Gap Wales

For the year ended 31 March 2022

	<u>31 March 2022</u>	<u>31 March 2021</u>
<b>INCOME</b>		
Donations	14,660	4,454
Earned Income	7,235	5,091
Fundraising	3,222	3,554
Gift Aid	876	397
Housing Project Income	27,642	3,237
Monthly Supporters	3,072	2,768
Other Revenue	500	0
<b>Grant Funding - Restricted</b>		
- All Churches Trust Ltd	2,400	0
- GAVO	1,450	0
- Housing Justice Cymru	4,905	0
- Lloyds Bank Foundation	0	5,000
- Magic Little Grants	0	500
- Police Crime Commissioner	16,438	7,500
- Children in Need	0	29,360
- Tudor Trust	25,000	34,000
- National Lottery - Bike Project	0	9,500
- NACCOM	0	10,000
- National Lottery	32,732	8,125
- C F in Wales	0	5,000
- Newport City Council	16,097	1,440
	<b>156,229</b>	<b>129,926</b>
<b>TOTAL INCOME</b>	<b>156,229</b>	<b>129,926</b>
<b>EXPENSES</b>		
Advertising & Marketing	291	0
Audit & Accountancy fees	325	325
Bike project	2,714	5,659
Cleaning	4,280	1,593
Covid Response	915	6,804
Creche Costs	0	710
Donations to Participants	1,124	1,247
Employers National Insurance	2,008	1,649
General Expenses	758	262
Housing Expenses	488	3,339
Housing Project Rent	6,872	0
Insurance	1,047	1,058
Interest Paid	7	0
IT Software and Consumables	1,286	395
Legal Expenses	300	0
Light, Power, Heating	1,011	271
Pensions Costs	1,619	1,430
Postage, Freight & Courier	203	131
Printing & Stationery	370	105
Project Expenses	4,200	1,170
Rates	1,020	290
Refreshments	281	24
Rent of Premises	7,200	8,375
Repairs & Maintenance	0	744
Salaries	82,898	79,130
Staff and Volunteer Welfare	234	300
Staff Training	324	90
Subscriptions	965	1,006
Telephone & Internet	743	458
Travel - National	409	73
Volunteer Expenses	1,000	0
Water	637	0
<b>Total Administrative Costs</b>	<b>125,529</b>	<b>116,638</b>
<b>Operating Profit</b>	<b>30,700</b>	<b>13,288</b>
<b>Other Income</b>		
Other Income / Expenses for Participants	743	1,495
<b>Profit for the Year</b>	<b>29,957</b>	<b>11,793</b>

**Balance Sheet****The Gap Wales**

As at 31 March 2022

	<u>31 March 2022</u>	<u>31 March 2021</u>
<b>Fixed Assets</b>		
<b>Tangible Assets</b>		
Computer Equipment	3,558	3,558
Furniture & Fittings	849	849
Office Equipment	3,998	3,998
Tools	146	146
<b>Total Tangible Assets</b>	<b>8,552</b>	<b>8,552</b>
	<b>8,552</b>	<b>8,552</b>
<b>Current Assets</b>		
<b>Cash at bank and in hand</b>		
Petty Cash	568	619
The Gap - Wales (Sanctuary)	96,632	71,574
<b>Total Cash at bank and in hand</b>	<b>97,200</b>	<b>72,193</b>
	<b>97,200</b>	<b>72,193</b>
<b>Creditors: amounts falling due within one year</b>		
HMRC - PAYE, NIC & Pension	4,981	4,336
Wages Payable - Payroll	85	5,680
	<b>5,066</b>	<b>10,016</b>
<b>Net Current Assets (Liabilities)</b>	<b>92,134</b>	<b>62,177</b>
<b>Net Assets</b>	<b>100,686</b>	<b>70,729</b>
<b>Capital and Reserves</b>		
Current Year Earnings	29,957	11,793
Retained Earnings	70,729	58,935
<b>Total Capital and Reserves</b>	<b>100,686</b>	<b>70,729</b>

**THE GAP - WALES**

England & Wales - Charity number 1172283

---

# Accounts

---



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	01	04	2020		31	03	2021

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

**Postcode**

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Andrew Cleverly	Chair		
2	Bob Jones	Vice chair		
3	Helen Gordon			
4	Paul Laughlin	Finance		
5	Juanita Armstead			
6	Shain Dibaj			
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

## Name of chief executive or names of senior staff members (Optional information)

--

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	People involved in establishing the work before becoming a charity, supplemented by interested parties with business and charity governance experience

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

--

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

To relieve the needs of those granted refugee status and those seeking asylum and their dependants living in Newport, South Wales and the surrounding area.

To advance the education of the public in general on the subject of human trafficking

To benefit the residents of Baneswell, Newport and the neighbourhood by providing facilities in the interests of social welfare for recreation & leisure time

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The charity commenced operation on 1st September 2017, taking over 2 existing projects. The trustees have met quarterly and in their governance of the charity have had regard to the guidance issued by the Charity Commission on public benefits.

The main activities of the charity have been concerned with relieving the needs of those granted refugee status and those seeking asylum (RAS) and their dependants. These activities can be summarised as follows.

- a) Providing advocacy and support for refugee and asylum seekers to access mainstream services
- b) Developing and utilising the skills of refugees and asylum seekers through volunteering
- c) Promoting social inclusion and emotional well-being through social activities
- d) Reducing social exclusion by developing English language skills

The work of education around the issues of human trafficking remains a small aspect of the charity's work and has largely remained on hold during the pandemic

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

The pandemic necessitated an adaptation of our service delivery to asylum seekers and refugees. The need for support with accommodation, employment and accessing medical services increased significantly during this period. The charity employed 2 full time and 3 part time ( FTE 3.1 ) for this period, and provided advocacy support and activities for 5 days a week.

Activities were risk assessed, subject to reduced numbers and only ran when permitted by Covid restrictions:

:

- a) Bike repair activity –200 bikes given away and 180 repaired by volunteers
- b) Gardening allotment activity
- c) Women's sewing activity
- d) ESOL classes in partnership with Adult Learning Wales
- e) Football session in partnership with Newport Live

Advice, advocacy and support for an average of 8 RAS each day, accessing accommodation, education and employment, liaising with health services, arranging appointments, accessing ESOL provision, budgeting and understanding the asylum system.

The charity worked closely with a number of local partner agencies, including the Newport offices of the Welsh Refugee Council and Red Cross, Clearsprings Asylum accommodation provider, NHS Asylum Nurse, Lighthouse accommodation project, Newport Live, Barnardo's, Newport City Council and others.

In addition, in partnership with a local Housing Association, the charity rented a 3 bed flat in Dec 20 as short term temporary supported accommodation for newly granted single refugees. Refugees stay here for up to 6 months whilst receiving housing support to prepare them for their move on into their permanent accommodation.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

The charity aims to keep 10% of it's forecasted spend available as reserves.

**Details of any funds materially in deficit**

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal source of funds has been through grant aid, with 3 year grants from Tudor Trust, BBC Children In Need, Gwent Police Crime Commissioner, Lloyd's TSB and the Lottery Community fund, providing mostly staffing costs. Other smaller grants for resources were accessed to deliver the charity's outcomes. We also receive regular small monthly donations from individuals, and one off gifts from local community groups. We are developing a fundraising and income strategy to improve our long term sustainability.

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	<input type="text"/>	
<b>Full name(s)</b>	Andrew Paul Cleverly	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	04/01/22	

# **THE GAP WALES**

Accounts for the year ended 31st March 2021

# Profit and Loss

The Gap Wales

For the year ended 31 March 2021

	<u>31 Mar 2021</u>	<u>31 Mar 2020</u>
<b>INCOME</b>		
Donations	4,454	3,958
Earned Income	5,091	3,193
Fundraising	3,554	2,373
Gift Aid	397	0
Housing Project Income	3,237	0
Monthly Supporters	2,768	2,322
Other Revenue	0	4,663
<b>Grant Funding - Restricted</b>		
- Little Butterfly foundation	0	5,000
- Lloyds Bank Foundation	5,000	10,000
- Magic Little Grants	500	500
- Police Crime Commissioner	7,500	7,500
- Children in Need	29,360	38,497
- Tudor Trust	34,000	30,000
- National Lottery - Bike Project	9,500	4,300
- NACCOM	10,000	0
- National Lottery	8,125	0
- C F in Wales	5,000	0
- Newport City Council	1,440	0
	<b>129,926</b>	<b>112,306</b>
<b>TOTAL INCOME</b>	<b>129,926</b>	<b>112,306</b>
<b>EXPENSES</b>		
Advertising & Marketing	0	324
Audit & Accountancy fees	325	325
Bike project	5,659	5,843
Cleaning	1,593	781
Covid Response	6,804	0
Creche Costs	710	3,907
Donations to Participants	1,247	1,591
Employers National Insurance	1,649	2,206
General Expenses	562	1,534
Housing Expenses	3,339	0
Insurance	1,058	718
Interest Paid	0	10
IT Software and Consumables	395	727
Light, Power, Heating	271	0
Loan Account	0	504
Pensions Costs	1,430	1,112
Postage, Freight & Courier	131	63
Printing & Stationery	105	466
Project Activity Expenses	877	7,415
Rates	290	0
Refreshments	24	2,168
Rent	8,668	7,243
Repairs & Maintenance	744	39
Salaries	79,130	62,647
Staff Training	90	197
Subscriptions	1,006	578
Telephone & Internet	458	196
Travel - National	73	613
Volunteer Expenses	0	1,238
<b>Total Administrative Costs</b>	<b>116,638</b>	<b>102,446</b>
<b>Operating Profit</b>	<b>13,288</b>	<b>9,860</b>
<b>Other Income</b>		
Other Income / Expenses for Participants	1,495	(585)
<b>Profit for the Year</b>	<b>11,793</b>	<b>10,445</b>

# Balance Sheet

The Gap Wales

As at 31 March 2021

	<u>31 Mar 2021</u>	<u>31 Mar 2020</u>
<b><u>Fixed Assets</u></b>		
<b><u>Tangible Assets</u></b>		
Computer Equipment	3,558	2,009
Furniture & Fittings	849	76
Office Equipment	3,998	561
Tools	146	146
<b>Total Tangible Assets</b>	<b>8,552</b>	<b>2,792</b>
	<b>8,552</b>	<b>2,792</b>
<b><u>Current Assets</u></b>		
<b><u>Cash at bank and in hand</u></b>		
Petty Cash	619	212
The Gap - Wales (Sanctuary)	71,574	59,591
<b>Total Cash at bank and in hand</b>	<b>72,193</b>	<b>59,803</b>
	<b>72,193</b>	<b>59,803</b>
<b><u>Creditors: amounts falling due within one year</u></b>		
HMRC - PAYE, NIC & Pension	4,336	3,660
Wages Payable - Payroll	5,680	0
	<b>10,016</b>	<b>3,660</b>
<b>Net Current Assets (Liabilities)</b>	<b>62,177</b>	<b>56,144</b>
<b>Net Assets</b>	<b>70,729</b>	<b>58,935</b>
<b><u>Capital and Reserves</u></b>		
Current Year Earnings	11,793	10,445
Retained Earnings	58,935	48,491
<b>Total Capital and Reserves</b>	<b>70,729</b>	<b>58,935</b>

# THE GAP WALES

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31ST MARCH 2021

#### ACCOUNTING POLICIES

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the financial statements.

#### Accounting Convention

The financial statements have been prepared under the historical cost convention. In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) and the Charities Act 1993.

#### Incoming Resources

Income is received by way of grants, donations and gifts and is included in incoming resources.

#### Resources Expended

Resources expended are included in the Profit and Loss on an accruals basis, inclusive of any Value Added Tax which cannot be recovered.

#### Taxation

As a registered charity the organisation benefits from rates relief and is generally exempt from Income Tax and Capital Gains Tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates

#### Fund Accounting

- Unrestricted funds comprise those funds which the Trustees are free to use in accordance with the charitable objectives.
- Designated funds are unrestricted funds earmarked by the trustees for particular purposes.
- Restricted funds are funds which have been given for particular purposes. The restriction being placed by the donor. The restricted funds are individually identified on the face of the profit and loss account.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**THE GAP WALES**  
**YEAR ENDED 31ST MARCH 2021**

The report relates to financial statements set out on page 1 & 2

**Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

**It is my responsibility to:**

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

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention to indicate that:

- (1) Accounts have not been kept in accordance with section 386 of the Companies Act 2006
- (2) The accounts do not accord with such records.
- (3) Where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS 102)
- (4) Any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Susan Lewis FCCA  
6 Park Road  
Newbridge  
Newport. NP11 4RF

Date: 28th October 2021

# **THE GAP WALES**

Accounts for the year ended 31st March 2021

# Profit and Loss

The Gap Wales

For the year ended 31 March 2021

	<u>31 Mar 2021</u>	<u>31 Mar 2020</u>
<b>INCOME</b>		
Donations	4,454	3,958
Earned Income	5,091	3,193
Fundraising	3,554	2,373
Gift Aid	397	0
Housing Project Income	3,237	0
Monthly Supporters	2,768	2,322
Other Revenue	0	4,663
<b>Grant Funding - Restricted</b>		
- Little Butterfly foundation	0	5,000
- Lloyds Bank Foundation	5,000	10,000
- Magic Little Grants	500	500
- Police Crime Commissioner	7,500	7,500
- Children in Need	29,360	38,497
- Tudor Trust	34,000	30,000
- National Lottery - Bike Project	9,500	4,300
- NACCOM	10,000	0
- National Lottery	8,125	0
- C F in Wales	5,000	0
- Newport City Council	1,440	0
	<b>129,926</b>	<b>112,306</b>
<b>TOTAL INCOME</b>	<b>129,926</b>	<b>112,306</b>
<b>EXPENSES</b>		
Advertising & Marketing	0	324
Audit & Accountancy fees	325	325
Bike project	5,659	5,843
Cleaning	1,593	781
Covid Response	6,804	0
Creche Costs	710	3,907
Donations to Participants	1,247	1,591
Employers National Insurance	1,649	2,206
General Expenses	562	1,534
Housing Expenses	3,339	0
Insurance	1,058	718
Interest Paid	0	10
IT Software and Consumables	395	727
Light, Power, Heating	271	0
Loan Account	0	504
Pensions Costs	1,430	1,112
Postage, Freight & Courier	131	63
Printing & Stationery	105	466
Project Activity Expenses	877	7,415
Rates	290	0
Refreshments	24	2,168
Rent	8,668	7,243
Repairs & Maintenance	744	39
Salaries	79,130	62,647
Staff Training	90	197
Subscriptions	1,006	578
Telephone & Internet	458	196
Travel - National	73	613
Volunteer Expenses	0	1,238
<b>Total Administrative Costs</b>	<b>116,638</b>	<b>102,446</b>
<b>Operating Profit</b>	<b>13,288</b>	<b>9,860</b>
<b>Other Income</b>		
Other Income / Expenses for Participants	1,495	(585)
<b>Profit for the Year</b>	<b>11,793</b>	<b>10,445</b>

# Balance Sheet

The Gap Wales

As at 31 March 2021

	<u>31 Mar 2021</u>	<u>31 Mar 2020</u>
<b>Fixed Assets</b>		
<b>Tangible Assets</b>		
Computer Equipment	3,558	2,009
Furniture & Fittings	849	76
Office Equipment	3,998	561
Tools	146	146
<b>Total Tangible Assets</b>	<b>8,552</b>	<b>2,792</b>
	<hr/> <b>8,552</b>	<hr/> <b>2,792</b>
<b>Current Assets</b>		
<b>Cash at bank and in hand</b>		
Petty Cash	619	212
The Gap - Wales (Sanctuary)	71,574	59,591
<b>Total Cash at bank and in hand</b>	<b>72,193</b>	<b>59,803</b>
	<hr/> <b>72,193</b>	<hr/> <b>59,803</b>
<b>Creditors: amounts falling due within one year</b>		
HMRC - PAYE, NIC & Pension	4,336	3,660
Wages Payable - Payroll	5,680	0
	<hr/> <b>10,016</b>	<hr/> <b>3,660</b>
<b>Net Current Assets (Liabilities)</b>	<hr/> <b>62,177</b>	<hr/> <b>56,144</b>
<b>Net Assets</b>	<hr/> <b>70,729</b>	<hr/> <b>58,935</b>
<b>Capital and Reserves</b>		
Current Year Earnings	11,793	10,445
Retained Earnings	58,935	48,491
<b>Total Capital and Reserves</b>	<hr/> <b>70,729</b>	<hr/> <b>58,935</b>

# THE GAP WALES

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31ST MARCH 2021

#### ACCOUNTING POLICIES

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the financial statements.

#### Accounting Convention

The financial statements have been prepared under the historical cost convention. In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) and the Charities Act 1993.

#### Incoming Resources

Income is received by way of grants, donations and gifts and is included in incoming resources.

#### Resources Expended

Resources expended are included in the Profit and Loss on an accruals basis, inclusive of any Value Added Tax which cannot be recovered.

#### Taxation

As a registered charity the organisation benefits from rates relief and is generally exempt from Income Tax and Capital Gains Tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates

#### Fund Accounting

- Unrestricted funds comprise those funds which the Trustees are free to use in accordance with the charitable objectives.
- Designated funds are unrestricted funds earmarked by the trustees for particular purposes.
- Restricted funds are funds which have been given for particular purposes. The restriction being placed by the donor. The restricted funds are individually identified on the face of the profit and loss account.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE GAP WALES  
YEAR ENDED 31ST MARCH 2021**

The report relates to financial statements set out on page 1 & 2

**Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

**It is my responsibility to:**

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

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention to indicate that:

- (1) Accounts have not been kept in accordance with section 386 of the Companies Act 2006
- (2) The accounts do not accord with such records.
- (3) Where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS 102)
- (4) Any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Susan Lewis FCCA  
6 Park Road  
Newbridge  
Newport. NP11 4RF

Date: 28th October 2021