

# Trustees' Report 2021–2022

REFUGEE  
ACTION  
KINGSTON



# A message from our Chair

Refugee Action Kingston (RAK) aims to keep hope alive for refugees and asylum seekers, to give them confidence and a foothold in a new and bewildering society. During the pandemic, that demanded extra imagination, persistence and hard work. RAK rose to the task, increasing its funding and taking on new projects. I thank everyone who brought RAK through – our staff, our funders and supporters, our many volunteers, our trustees.

I was drawn to become a RAK trustee by its sense of purpose combined with solid experience. RAK understands that asylum seekers and refugees are people of resilience, ambition and capability who need support to fulfil that potential. Every client has different priorities – learning English, housing, getting their children into school, health issues, social connection, getting their legal status settled. RAK is unique in helping with all these needs. This report shows the impact we make.

Every year RAK has to respond anew. In 2021-22 we received groups of new clients from Afghanistan and Ukraine with particular experiences of war. Conflict, climate change and economic collapse are driving more people from Europe, Africa and Asia. We anticipate RAK’s resources and capabilities growing. We are thinking about how to share our service models more widely and grow our partnerships.

2021-22 saw change in the leadership at RAK. We appointed eight new trustees, four of them early in their careers, four with lived experience. The director, Isik Oguzertum, brought ideas and ambitions from his international career to refresh our thinking. We wish him well in his new role. We are excited about the future as we welcome Bassam Mahfouz as the new director.

Thank you,

*G. Ashmore*  
Gillian Ashmore, Chair,  
Refugee Action Kingston



# A message from our new Director

Last year Refugee Action Kingston (RAK) celebrated 30 years of supporting asylum seekers and refugees to integrate into the Kingston community. During 2021-22 the need to support these groups grew to unprecedented levels, with a series of international crises pushing the issue to centre stage.

In August 2021 Afghanistan collapsed following the withdrawal of western troops and the takeover of the Taliban. Months later, at the start of 2022, the invasion and subsequent war in Ukraine fuelled the greatest displacement of people in Europe since World War II.

These events have led to an outpouring of public support. But conditions of suffering, war and persecution continue in many other places, driving movements of refugees whose needs and legitimacy have to actively be championed amid often hostile coverage of asylum issues.

In particular, our own way of working has been affected by increasing numbers of newly arrived asylum seekers being housed in local hotels in Kingston. The need to adapt to meet the challenges faced by new arrivals, and the unique needs that they present, has prompted changes across the organisation.

Our philosophy is that all refugees and asylum seekers deserve equal treatment, regardless of where they are from or how they arrived here. In 2021-22, the countries from which we saw the highest number of clients were Iran, Syria and Afghanistan.

## Our aims are to support new arrivals with:

- **Advice and advocacy** to ensure they are being well-represented and get the right outcomes, with legal advice, housing and welfare support
- **Education and employment** from ESOL classes, supplemental education for young people through to employment and vocational training
- Support with **physical and mental health** to ensure they are able to lead fulfilling lives and deal with the trauma they have been through

Over the past year, more than **1,300 clients benefited from at least one of our services, with many receiving multiple areas of support**

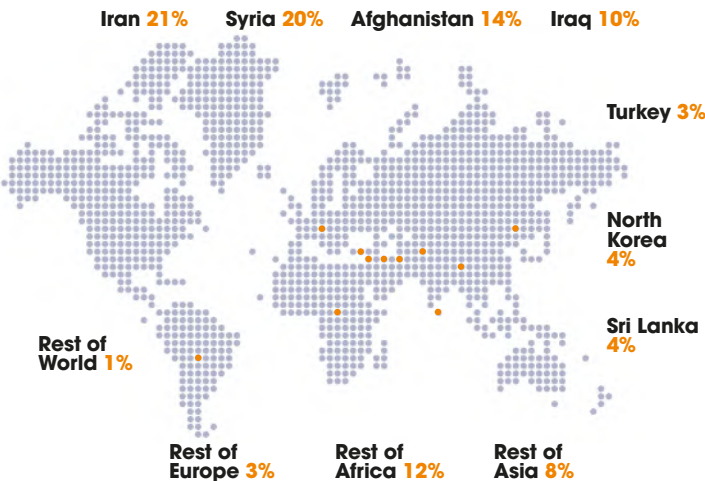
This is delivered through our staff team, but also underpinned by our fantastic team of **154 active volunteers**.

We also couldn’t do this work without the **support of our funders, donors and partner organisations**.

Thank you,

*Bassam Mahfouz*

Bassam Mahfouz, Director,  
Refugee Action Kingston





## Advice and advocacy

**The why:** Arriving in a new country often marks the end of one heart-wrenching journey and the start of another. Refugees can be overwhelmed by the challenge of having to navigate a system that is so different from what they knew before.

**What we offer:** RAK's services ensure clients are assisted in their asylum and immigration cases and given OISC-accredited legal advice. We also provide AQS-accredited advice on housing, welfare, education and health.

### The impact we made:

- 65% of our clients accessed advice and advocacy support
- 95 clients achieved improved immigration status
- 7 cases of homelessness were prevented
- 13 people supported to obtain Asylum Support (somewhere to live plus £40.85 per individual in the household per week) for duration of asylum process
- 123 clients supported to access health services
- 27 clients supported to access education/liaise with school (six of who were children with special needs)
- More than 100 received food bank vouchers and over 117 benefitted from donations of essentials such as clothing, toys, SIM cards and IT equipment.

Staff greeting clients and delivering advice at a local health event



### Case study

Few stories highlight the vulnerability of newly arrived asylum seekers more starkly than that of Omar (name changed), who fled an authoritarian regime, landing at Heathrow Airport and immediately applying for asylum. The same day, he was sent to a hotel in Kingston, but in the morning he was asked to leave. Already suffering acute stress due to the trauma he had experienced in his home country he was now homeless in a strange land and unable to speak any English.

As soon as RAK was notified of his situation, the team stepped into action. Our Arabic-speaking staff listened to the client and reassured him that we would now be providing support. We began explaining the asylum process and helped him to book into a new hotel on the same day. He also received a pre-paid SIM card so that he could contact us whenever he had any concerns.

Meanwhile, RAK worked with Migrant Help to assist his successful application for asylum support, which provided him with greater legal protections and access to more secure accommodation. He was told how to find a solicitor to represent him, and he registered with a GP. He has also begun to learn English and now feels much more confident about dealing with his situation. In the space of two weeks, he went from a place of hopelessness to one of optimism.

## Education and employment

**The why:** Most new arrivals want simply to be able to contribute to the society they now find themselves in. They bring with them a huge wealth of knowledge, experience and skills.

**What we offer:** To allow asylum seekers and refugees to fulfil their potential here in Kingston, RAK supports them along a pathway to employment, beginning with ESOL classes for adults and homework clubs for children, through to an employment and training offer that understands the particular challenges our clients face. We also offer specific holistic support to Syrian arrivals through the Syrian Vulnerable Persons Resettlement Scheme.

### The impact we made:

- 131 clients attended English language (ESOL) classes, with around two-thirds reporting an improvement, saying they felt more confident and connected with the community. We also delivered online ESOL classes to 75 learners over Zoom
- Regular health events with a bilingual health professional and interpreters, encouraging a greater understanding of Covid-19 and promoting flu vaccinations
- 20 children between five and 16 accessed a four-week summer holiday programme
- 78 clients supported with employability information, advice and guidance, with:
  - 24 gaining employment
  - 16 gaining volunteer placements
  - 21 completing training courses
- 15 families (51 individuals) supported as part of our Syria resettlement scheme
  - 13 families now report that they can "live within their means"
  - Nine families are in employment
  - Six families are involved in volunteering

### Case study

Min (name changed), a mother from east Asia, typifies the spirit of determination and resilience that so many of our clients possess. After arriving in July 2021 and being referred to Refugee Action Kingston, she immediately applied herself to every English language learning opportunity that we offered, as well as many of the additional social activities that we run. She registered to learn English at a local college and supplemented her learning with private study. One year later, after significant improvement, she started to look ahead to her next goal: employment.

With the support of our legal specialists we applied for a right to work permit on her behalf, which will enable her to undertake roles that are in shortage in the UK. After considering her options, she decided to focus on nursing and care work. While she awaits the outcome of her application, she is working with RAK's careers adviser to identify any other skills or qualifications that she will need before she can start work. Her dedication means that she has made rapid progress towards her goal of building a new life for herself and her son in the UK.

Social learning opportunities through weekly Walk & Talk sessions



# Physical and mental wellbeing

**The why:** The pandemic has highlighted – and exacerbated – the challenges to mental health globally. NHS research shows that asylum seekers are five times more likely to have mental health needs than the general population, and more than 61% will experience serious mental distress<sup>1</sup> – though they are less likely to receive support than the general population<sup>2</sup>. Many clients will have undergone physically and emotionally traumatic journeys en route to Kingston. On top of this, we also know that good physical health can have a vital and positive impact on body and mind.

**What we offer:** Our counselling service provides ongoing one-to-one support to clients. During lockdown, once we were able to meet face to face, RAK launched weekly Walk & Talk sessions where clients not only gained the benefits of physical exercise, but also got to practise conversational English and build networks with others who have been through similar experiences. The programme proved very popular and has been continued as part of the ongoing provision. We also offer several physical activity sessions such as yoga classes, both in person and online.

**The impact we made:**

- 25 clients received over 200 counselling sessions
- 47 clients attended our weekly Walk & Talk sessions
- 18 clients attended online and outdoor yoga

**Case study**

Refugees often carry psychological trauma which can linger for years and hinder their recovery and integration. Karim (name changed), who we have been working with over an extended period, arrived in the UK suffering from post-traumatic stress disorder. He had been part of a military unit which fought ISIS in the early 2010s, as a result of which he and his comrades were increasingly subject to the threat of revenge killings. The nightmares he experienced left him unable to sleep, and he became totally withdrawn.

One of the biggest barriers to receiving support was Karim’s difficulty in opening up about anything that could be perceived as weakness or vulnerability. The very act of asking for help was something that caused him embarrassment and distress. He also struggled with trust, and our counsellor had to develop a relationship with him over several months. We then encouraged him to share his feelings: through discussions about his dreams, we brought to the surface his traumatic experiences so that they could be processed and addressed.

Other members of our team were also able to help Karim in areas like personal finance and legal status. Prompted by his anxiety about living in the UK, we looked for opportunities for him to socialise and enjoy time outside, which provided further benefits to his mental health and wellbeing. Though not yet at the end of his journey, Karim feels positive about having a space where he can finally share his feelings and receive support without being judged.

A simulated counselling session in one of our private rooms



1 Eaton, V., Ward, C., Womack, J., & Taylor, A. (2011). Mental Health and Wellbeing in Leeds: An Assessment of Need in the Adult Population. NHS Leeds

2 Aspinall, P., & Watters, C. (2010). Refugees and asylum seekers: A review from an equality and human rights perspective. Equality and Human Rights Commission Research report 52, University of Kent.

# Volunteers

Volunteers play a key role in magnifying our impact and achievements. We work with a wide range of people from different backgrounds, including some with lived experience of refugee issues. Many are skilled professionals such as teachers, counsellors, solicitors and interpreters. They all bring a passion for providing compassionate care and support to our clients.

Our volunteers receive extensive training, supervision and guidance on our code of conduct, particularly around safeguarding and confidentiality. We currently deliver our wide range of services with the support of **154 volunteers** including:

- 32 interpreters
- 40 ESOL tutors
- 19 young people

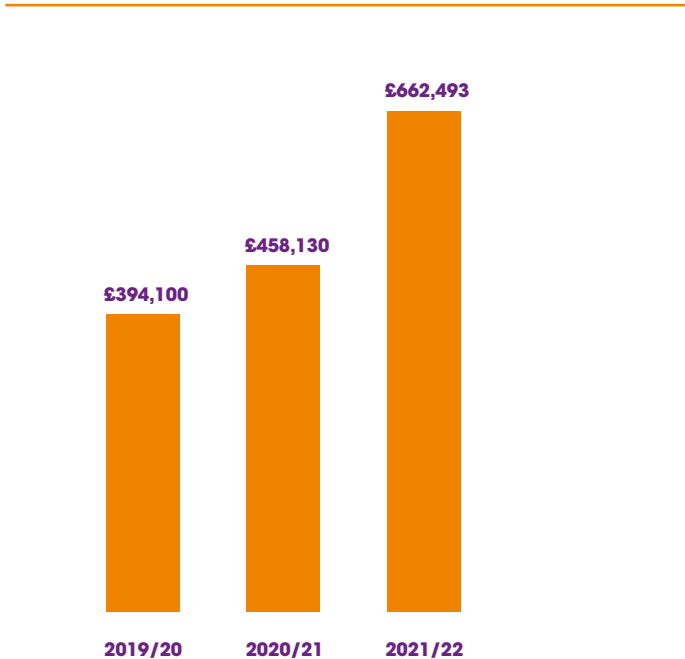
**Meet Nina:** In 2019, Nina started volunteering in the Legal Advice team, researching, drafting letters and helping clients to fill out forms. Nina separately embarked on a Level One OISC qualification which meant she was able to increase the depth and breadth of her involvement in casework. She has become a huge asset to the team, increasing our ability to support those most in need and adding so much value to the client experience. Nina says that her work gives her a real sense of satisfaction and a great deal of joy. We very much hope to continue collaborating with her in the future.

Amy, our volunteering manager, with volunteers Caterina and Ipshita

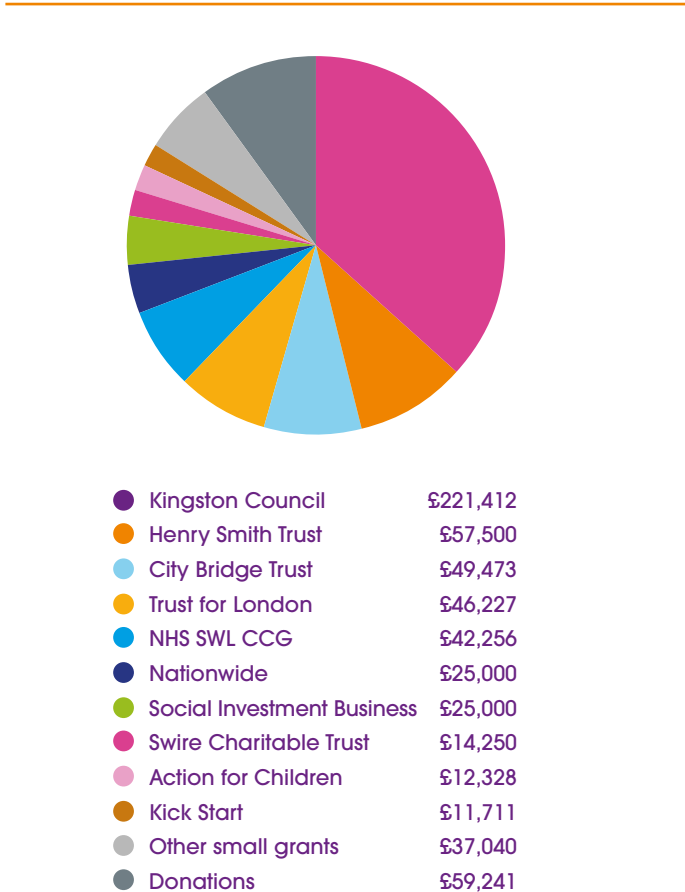


# Funding

**Refugee Action Kingston income 2019 – 2022**



**Refugee Action Kingston income sources**





# Organisational structure

The Board is responsible for the strategic direction and policy of the charity. At present, the Board has nine members from a variety of backgrounds, including four with lived experience. The Director of the charity is responsible for the day-to-day provision of services and ensuring that agreed outcomes are delivered. The Director is also responsible for the line management of staff and ensuring that the staff team use good working practice and develop their skills on an on-going basis.

## Legal and Administrative Status

The organisation is a charitable incorporated organisation, registered on 22nd January 2018.

## Trustees (With dates of appointment to the CIO)

Gillian Ashmore, Chair  
(January 2021)  
Conor Dolan, Treasurer  
(2018 - 2022)

Sadik Hassan (January 2018)  
Mark Addison Greaves (July 2020)  
Mathurini Visakan (April 2022)  
Krystyna Adamek (April 2022)  
Jida Malas (April 2022)  
Stephanie Bell (April 2022)  
Mohsen Mirza (January 2022)  
Houda Al Sharifi (January 2022)

Helen Mebrate (2022 - 2022)  
Pat Monro (2018 - 2022)  
Colin Green (2018 - 2022)  
Mark Kluth (2018 - 2021)  
Rupika Gunawardena (2020 - 2021)

## Director

Bassam Mahfouz (May 2022 - Present)  
Isik Oguzertem (January 2021 - April 2022)

## Charity Address

Siddeley House  
50 Canbury Park Road  
Kingston upon Thames  
KT2 6LX

## Independent Examiner

Paul Ross FCA

## Bankers

The Co-operative Bank  
PO Box 250  
Southway, Skelmersdale  
WN8 6WT

Metro Bank  
64-66 Clarence Street  
Kingston-upon-thames  
KT1 1BW

# Objectives

The objectives of the CIO are:  
The relief of need, hardship or distress and the advancement of education and training of the Beneficiaries so as to assist in their integration into the community by

- a) the provision of assistance and advice to enable them to access services and to deal with organisations and authorities; and
- b) by such other support as the charity trustees may from time to time see fit.

“Beneficiaries” means refugees and asylum seekers and their dependants (and, if resolved by a 75% majority of the Members of the CIO, Vulnerable Migrants and their dependants) who reside, work or study within the Royal Borough of Kingston Upon Thames and such other boroughs as the charity trustees may from time to time see fit. The CIO may continue to provide support and services to a Beneficiary who lived but ceases to live, work or study within the borough referred to.

# Oversight

The board delegates responsibility for operational management to the director.

In 2021 the senior management team was reorganized and formalized, programme decision making has been consolidated under project management structures, and new lines of accountability have been agreed in a participatory manner.

# Public Benefit

RAK provides public benefit through the relief of poverty among its clients and providing education and training to help them achieve integration into our community and become socially and economically independent members of the community. As such the Trustees consider that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission and have complied with their duties under Section 17 of the Charities Act 2011.

## Financial Review

The financial results for the year are as shown in the financial section of this report and cover accounting period of 12 months from 01 April 2021 to 31st March 2022,

The carry forward funds as of 31st March 2022 amounted to £144,767 (2021: £142,888), all of which was unrestricted.

We continue to operate in an uncertain political climate. Changes in government policy alter the needs of our clients and also sources and amounts of our grants. We monitor, evaluate and adapt services to respond to changing demands. Our staff keeps up to date with changes in legislation and national or local policy.

A key aim of the Board is to ensure RAK holds adequate reserves for working capital purposes and has sufficient funds to meet contractual liabilities and winding down costs, if the organisation were to close. This includes redundancy pay, amounts due to creditors and commitments under contracts. RAK's level of reserves also helps the organisation to plan expenditure against variations in the way funding is received.

To balance the uncertainty of funding, our policy is to maintain financial reserves to cover these costs and allow for an orderly wind down. The current estimate of these costs is c.£85,000 - 90,000. Without a renewal or replacement of existing grants in place and based on current expenditure levels, RAK is estimated to still remain in a position to cover these costs for the coming 12 months as our unrestricted reserves stand at about £142k.

## Risks and internal controls

As required by the Charity Commission, the Board formally records an assessment of the risks faced by the organisation. The Board regularly considers matters relating to risk and reviews the risk register. The Board is satisfied that systems are in place to mitigate exposure to such risks.

The Board has overall responsibility for ensuring RAK has appropriate systems of control, both financial and operational. These systems are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. During the period, the Trustees continued to review the major financial and operational risks facing RAK and continue to monitor on a regular basis the implementation of any changes necessary to ensure that, as far as reasonable, controls are in place to protect RAK, its members, those working for it, the general public and other stakeholders.

## Governance

Trustees are appointed for a term of three years by a resolution passed at a convened meeting of the charity trustees. As the work of the charity is with refugees and asylum seekers, the Board seeks to ensure that refugees are appropriately represented on the Board.

At present, the CIO does not have extra classes of non-voting or associated members.

The Chair of the Board is responsible for inducting any new Trustees, supported by the Director. The Induction includes the roles and responsibilities of a Trustee, the aims and objectives of the charity and administrative information. Each new Trustee is required to sign a declaration of eligibility and references are sought. They are also supplied with the most recent Annual Report and Accounts and a copy of the Charity Commission booklet, 'The Essential Trustee'.

Members of the Board during the period are set out on page 10. The Board meets every six weeks and is responsible for monitoring progress against a Business Plan prepared annually.

## History

Refugee Action Kingston (RAK) was established in 1991 as a charity, registered with the Charity Commission on 24th August 1992 under a Constitution adopted in January 2001. In 2018, RAK completed the process of changing its legal structure to a Charitable Incorporated Organisation (CIO).



# Declarations

## Statement as to disclosure of information to Independent Examiner

In so far as the Trustees are aware:

- there is no relevant audit information of which the charity's Independent Examiner is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the Independent Examiner is aware of that information.

## Statement of Trustees' responsibilities

The Trustees are responsible for preparing the report and accounts in accordance with applicable law and regulations. Charity law requires the Trustees to prepare accounts for each financial Period. Under that law the Trustees have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under charity law the Trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business

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 accounts comply with the Charity SORP 2015. 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.

## Signed on behalf of the Board of Trustees

*G. Ashmore*

**Gillian Ashmore  
Chair**

**Refugee Action Kingston  
Siddeley House  
50 Canbury Park Road  
Kingston upon Thames  
KT2 6LX**

*Approved by the Board of Trustees on the  
22nd of November 2022.*

# Independent examiners report to the Trustees of Refugee Action Kingston for the year ending 31st of March 2022

I report on the accounts of the charity for the period ending 31st of March 2022.

## Respective Responsibilities of Trustees and Examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this Period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 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 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.

Name: Mr Paul Ross

Relevant professional body: The Institute of Chartered Accountants in England and Wales  
Address: 18 Woodcock Dell Avenue, Kenton, Harrow, Middlesex, HA3 0NS.

Signed:

*Paul Ross*

Date: 23rd of November 2022

## Statement of financial activities for the year ending 31st of March 2022

	Notes	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
<b>Incoming Resources</b>					
Donations	2	59,241	-	59,241	17,301
Charitable activities	3	86,047	456,150	542,197	439,685
Investments	4	663	-	663	1,146
Other Income		60,392	-	60,392	-
<b>Total incoming resources</b>		<b>206,342</b>	<b>456,150</b>	<b>662,493</b>	<b>458,132</b>
<b>Expenditure</b>					
Charitable activities	5	204,464	456,150	660,614	455,000
<b>Total expenditure</b>		<b>204,464</b>	<b>456,150</b>	<b>660,614</b>	<b>455,000</b>
<b>Net incoming/(outgoing) resources before transfers</b>		<b>1,879</b>	<b>-</b>	<b>1,879</b>	<b>3,132</b>
Transfers		-	-	-	-
<b>Net incoming/(outgoing) resources for the year</b>		<b>1,879</b>	<b>-</b>	<b>1,879</b>	<b>3,132</b>
<b>Reconciliation of funds</b>					
Total funds: 1st April 2021		142,888	-	142,888	139,756
Total funds: 31st March 2022		144,767	-	144,767	142,888

The notes provided on the following pages form an integral part of these financial statements.

## Balance sheet as of 31st of March 2022

	Notes	2022 £	2021 £
<b>Fixed Assets</b>			
Tangible Assets	8	9,220	-
<b>Current Assets</b>			
Debtors and prepayments	9	66,147	15,102
Cash at bank	10	260,377	319,334
		<u>326,524</u>	<u>334,436</u>
<b>Creditors: amounts falling due within one year</b>	11	<u>(190,977)</u>	<u>(191,548)</u>
<b>Net Current Assets</b>		<b>135,547</b>	<b>142,888</b>
<b>Total Assets Less Current Liabilities</b>		<b><u>144,767</u></b>	<b><u>142,888</u></b>
<b>Funds</b>			
General Funds	13	144,767	142,888
Restricted Funds	14		
<b>Total Funds</b>		<b><u>144,767</u></b>	<b><u>142,888</u></b>

These financial statements were approved by members of the committee on and are signed on their behalf by:

*G. Ashmore*

Gillian Ashmore  
Chair

*Conor Dolan*

Conor Dolan  
Treasurer



# Notes to the accounts

## 1) Accounting policies

### Basis of preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, and applicable UK accounting standards and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence. Therefore they have adopted the going concern basis in preparing the annual report and financial statements.

### Income

Income is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty.

Grants from the government and other agencies have been included as income from activities in furtherance of the charity's objects where these amount to a contract for services.

### Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis and on the basis that consideration has been received for the expenditure.

### Governance costs

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include those related to statutory examination of the accounts. See note 6.

### Tangible Fixed Assets

Assets over the value of £500 are capitalised at cost.

Depreciation is provided on all tangible assets at rates calculated to write off the cost on a straight-line basis beginning one month after acquisition over their expected useful lives as follows:

- Computer equipment 33.33%
- Other office equipment 20.00%

### Pension Costs

The charity has a workplace pension scheme with The Peoples' Pension. Employers' contributions of 5% have been provided to March 2021.

### Related party transactions and trustee's remuneration

There were no related party transactions to report. Trustees received no remuneration in respect of their Trustees duties and no expenses were reimbursed.

### Funds Accounting

Funds held by the charity are:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- Restricted funds - these are funds that 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.

### Taxation

The charity is exempt from Corporation Tax under Section 505 of the Income and Corporation Taxes Act 1998. The Charity is not registered for VAT and therefore any irrecoverable VAT has been included with the relevant expenditure.

### Operating Lease Agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged on a straight-line basis over the period of the lease.

# Notes to the accounts

## 2) Donations and legacies

	Unrestricted	Restricted		
	Funds	Funds	Total	Total
	2022	2022	2022	2021
	£	£	£	£
General donations	59,241	-	59,241	17,301
	59,241	-	59,241	17,301

## 3) Income from charitable activities

	Unrestricted	Restricted		
	Funds	Funds	Total	Total
	2022	2022	2022	2021
	£	£	£	£
Action For Children	-	12,328	12,328	-
City Bridge Trust	-	49,473	49,473	47,504
Henry Smith	-	57,500	57,500	51,000
Kick Start	-	11,711	11,711	-
Lloyds Bank Trust	-	-	-	15,670
London Communities	-	-	-	13,258
Nationwide	-	25,000	25,000	-
NHS SW CCG	42,256	-	42,256	40,000
RBK	16,041	-	16,041	3,982
RBK – Business Support	19,000	-	19,000	-
RBK – Crisis Support	-	96,167	96,167	96,000
RBK - SVPRS	-	90,204	90,204	74,671
Social Investment Business	-	25,000	25,000	-
Swire Charitable Trust	-	14,250	14,250	8,250
Trust for London	-	46,227	46,227	44,900
Other Small Grant	8,750	28,290	37,040	44,450
	86,047	456,150	542,197	439,685

## 4) Investment income

	Unrestricted	Restricted		
	Funds	Funds	Total	Total
	2022	2022	2022	2021
	£	£	£	£
Bank interest earned	663	-	663	1,699
	663	-	663	1,699

## 5) Expenditure on charitable activities

	Unrestricted	Restricted		
	Funds	Funds	Total	Total
	2022	2022	2022	2021
	£	£	£	£
Case work & Advice Projects	43,100	150,984	190,084	178,991
Education & Children Projects	28,277	106,176	134,453	81,383
Employment Projects	28,624	108,786	137,410	51,000
SVPRS Project	23,333	90,204	113,537	74,671
Hardship fund	7,440	-	7,440	22,218
Core & Infrastructure costs	72,490	-	72,490	45,777
Governance costs	1,200	-	1,200	960
	204,464	456,150	660,614	455,000



# Notes to the accounts

## 6) Analysis of governance costs

	2022	2021
	£	£
Independent examiners remuneration	1,200	960
	<u>1,200</u>	<u>960</u>

## 7) Staff costs

	2022	2021
	£	£
The aggregate payroll costs were		
Wages & Salaries	417,382	299,453
Social security costs	30,931	19,327
Pension provision	17,096	13,707
	<u>465,409</u>	<u>332,487</u>

### Executive committee remuneration and expenses

No expenses or remuneration has been paid to any Trustee or member of the Management Committee during the period in respect of their Trustee duties.

### Particulars of employees

The average number of employees during the period was 12 (2021: 10)

No employee was paid more than £60,000 during the year.

## 8) Tangible fixed assets

	Computer Equipment	Fixtures & Fixtures	Total
	£	£	£
Cost			
At 1 April 2021	7,325	1,584	8,909
Additions	13,760	-	13,760
At 31 March 2022	<u>21,085</u>	<u>1,584</u>	<u>22,669</u>
Depreciation			
At 1 April 2021	7,325	1,584	8,909
Charge for the year	4,540	-	4,540
At 31 March 2022	<u>11,865</u>	<u>1,584</u>	<u>13,449</u>
Net Book Value			
At 31 March 2022	<u>9,220</u>	<u>-</u>	<u>9,220</u>
At 31 March 2021	<u>-</u>	<u>-</u>	<u>-</u>

## 9) Debtors

	2022	2021
	£	£
Debtors	56,131	8,116
Prepayments & Room Deposits	10,016	6,986
	<u>66,147</u>	<u>15,102</u>

## 10) Cash at bank and in hand

	2022	2021
	£	£
Current Accounts	65,746	166,596
Investment Account	194,631	152,681
Petty Cash	-	57
	<u>260,377</u>	<u>319,334</u>

# Notes to the accounts

## 11) Creditors: Amount Falling due in One Year

	2022	2021
	£	£
Creditors	211	8,135
Grants received in advance – deferred Income	172,351	163,484
Accruals	4,893	9,001
Pension Contributions	2,511	2,557
PAYE tax & social security	11,011	8,371
	<b>190,977</b>	<b>191,548</b>

## 12) Commitments under Operating Leases

At 31 March 2022 the charity had annual commitments under non-cancellable operating leases as set out below.

	2022	2021
	£	£
Operating leases which expire		
Within 1 year	1,656	1,656
Within 2 to 5 years	-	-
	<b>1,656</b>	<b>1,656</b>

## 13) Movement of restricted funds

	1 <sup>st</sup> April 2021	Incoming Resources	Outgoing Resources	Transfers	31 <sup>st</sup> March 2022
	£	£	£	£	£
Action For Children	-	12,328	12,328	-	-
City Bridge Trust	-	49,473	49,473	-	-
Henry Smith	-	57,500	57,500	-	-
Kick Start	-	11,711	11,711	-	-
Nationwide	-	25,000	25,000	-	-
RBK - SVPRS	-	90,204	90,204	-	-
Social Investment Business	-	25,000	25,000	-	-
RBK – Crisis Support	-	96,167	96,167	-	-
Swire Charitable Trust	-	14,250	14,250	-	-
Trust for London	-	46,227	46,227	-	-
Other Small Grants	-	28,290	28,290	-	-
<b>Restricted Funds</b>	<b>-</b>	<b>456,150</b>	<b>456,150</b>	<b>-</b>	<b>-</b>

## 14) Movement of unrestricted funds

Unrestricted funds	142,888	206,342	204,464	-	144,767
	<b>142,888</b>	<b>206,342</b>	<b>204,464</b>	<b>-</b>	<b>144,767</b>



# Notes to the accounts

## 15) Statement of cash flows for the year ending 31st of March 2022

	Total Funds 2022 £	Total Funds 2021 £
<b>Cash flows from operating activities</b>		
<b>Net cash provided by/(used in) operating activities</b>	<b>(45,860)</b>	<b>113,827</b>
<b>Cash flows from investing activities</b>		
Investment Income	663	1,146
Application of cash		
Purchase of property, plant and equipment	(13,760)	
Net increase/(decrease) in cash:	(58,957)	114,973
Cash and cash equivalent at beginning of the reporting period	319,334	204,361
Cash at bank and in hand	260,377	319,334
<b>Reconciliation of net cash flow income/(expenditure) to net cashflow from operating activities</b>		
<b>Net income/(outgoing) for the reporting period (as per the statement of financial activities)</b>	<b>1,879</b>	<b>3,132</b>
Adjustment for:		
Depreciation charges	4,540	2,105
Investment income	(663)	(1,146)
Decrease/(increase) in debtors	(51,045)	13,422
(Decrease)/increase in creditors	(571)	96,314
<b>Net cash provided by/(used in) operating activities</b>	<b>(45,860)</b>	<b>113,827</b>

# A summary of our impact

Every one of our stats represents a person with hopes, fears and a unique story to tell. Our support lasts for the entirety of that person's integration journey, and many of our clients engage with multiple project areas.

Here are just a few ways that we are changing lives.

154

active  
volunteers



95

people received a more  
secure immigration status



131

benefitted from English lessons  
with 40 dedicated tutors



7

cases of street  
homelessness prevented



1,300+

clients supported in at  
least one area



25

received  
counselling



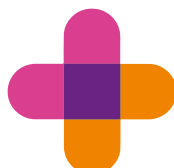
78

received careers and  
employment support



123

supported to access  
health services



117

received essential item  
donations



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vKingston upon Thames  
KT2 6LX

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[admin@refugeeactionkingston.org.uk](mailto:admin@refugeeactionkingston.org.uk)  
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Registered charity: 1176768