

Charity registration number: 1176934

# **ASHA North Staffordshire**

Annual Report and Financial Statements

for the Year Ended 31 August 2022

# **ASHA North Staffordshire**

## **Contents**

Reference and Administrative Details

Trustees' Report 2 to 4

Independent Examiner's Report 5

Statement of Financial Activities 6

Balance Sheet 7

Notes to the Financial Statements 8 to 19

## **ASHA North Staffordshire**

### **Referencee and Administrative Details**

<b>Trustees</b>	Kevin Sauntry Jenny Dennis Michelle Holland Sally Aldridge Nelam Nosheen Ahmed
<b>Charity Registration Number</b>	1176934
<b>Principal Office</b>	Unit 7 Hanley Business Park Copper Street Hanley Stoke -on-Trent Staffs ST1 4DW
<b>Independent Examiner</b>	Daryl Denson ACMA VAST The Dudson Centre Stoke on Trent ST1 5DD
<b>Company Registration Number</b>	CE013097

## **ASHA North Staffordshire**

### **Trustees' Report**

The trustees present the annual report together with the financial statements of the charity for the year ended 31 August 2022.

#### **Trustees and officers**

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Kevin Sauntry
	Jenny Dennis
	Catherine Ralph (resigned 23 November 2022)
	Angela Glendenning (resigned 21 December 2021)
	Michelle Holland
	Sally Aldridge
	Nelam Nosheen Ahmed (appointed 21 November 2022)

#### **Objectives and activities**

##### ***Objects and aims***

- 1) To relieve the needs of asylum seekers and refugees in Staffordshire in particular but not exclusively by providing and assisting in the provision of goods and items to relieve poverty, such as food and clothing and by providing support and practical advice.
- 2) The promotion of social inclusion among people who are refugees and asylum seekers who are socially excluded on the grounds of their social and economic position, by providing:
  - a) education and training in the English language and in vocational skills;
  - b) social and recreational facilities and events involving the local community.

##### ***Public benefit***

###### **Outreach Service**

Provide a holistic pathway service at the centre that supports asylum seekers from arrival right through to decision and beyond.

A Welcome Pack for new asylum seekers and refugees, and Asylum Guides Programme

English Classes for non-English speaking newly arrived asylum seekers and refugees

Women's Club and Men's Club

Emotional and General Wellbeing Support

Social inclusion activities and training asylum seekers to become volunteers and peer champions in their local community

Asylum seeker children's club and unaccompanied minors

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

## **ASHA North Staffordshire**

### **Trustees' Report (continued)**

#### **Achievements and performance**

##### **2.1 Social Impact**

The gradual lifting of Covid restrictions during the period meant that our services had to adapt and were not able to operate fully until the summer of 2022. However despite the impact of the COVID-19 lockdown on our services and users we continue to monitor our performance and focus in terms of social impact and we are proud of the differences we have made.

##### **2.2 Formal and Informal Partnerships**

B-Art's, Care homes (volunteering scheme), Citizens Advice Bureau, Family Support Services, Food Banks, Good Things Foundation, Hanley Park Charity, Hospitals (volunteering scheme), Joining Communities Together, Keele University TESOL programme, Keele University - Medical school for community placements, Local asylum seekers community groups, Local Social Services, NHS Clinical Commissioning Group, Lichfield, Peak District Mosaic, Refugee Action, Refugee health project - NHS, SERCO ( Housing provider for asylum seekers) to name a few

##### **2.3 Charities and grant giving organisations who have supported service delivery:**

BBC Children in Need, The Big Lottery Reaching Communities, Lloyds; Peak District Mosaic; AB Charitable Trust.

##### **2.4 Churches and other faith-based groups who have supported service delivery:**

Trinity Church Leek, Staffordshire Moorlands Methodist Circuit, Cheadle and Boundary Methodist Church, St Wulstan's Newcastle, St Dominic's Convent Stone, Tunstall Methodist, Holy Trinity Church Newcastle-under-Lyme, St Filomena's Caverswall, Our Lady of All Angels and St Peter in Chains Stoke-on-Trent, Stoke, Stone and Crewe Friends Meeting, Unitarians Newcastle, City Centre Mosque.

#### **Financial review**

During 2021-2022 the charity has continued to achieve a positive financial outcome with a net increase in funds of £33,165. Funding from grants has accounted for 78% of income during this period, the most significant being the highly valued contribution from the National Lottery Reaching Communities Fund.

#### ***Policy on reserves***

Asha holds a Reserves Policy to maintain a sufficient level of reserves to enable normal operating activities to continue over a period of up to three months should a shortfall in income occur, and to take account of potential risks and contingencies that may arise from time to time. The current level of free reserves available to the charity is £100,522 (2021:£109, 786) which is sufficient to meet the costs of staff and volunteers, property costs (rent, council tax and utilities) and running costs (phones, mobiles, insurance etc.)

**ASHA North Staffordshire**  
**Trustees' Report (continued)**

**Structure, governance and management**

***Nature of governing document***

The charity was registered as a Charitable Incorporated Organisation on 1 February 2018 and commenced to operate on 1 May 2018 when the assets, liabilities and operations of an unincorporated charity, ASHA North Staffordshire were transferred to the CIO.

The Charity is governed by a constitution that sets out the objectives and states the framework for directing the organisation. ASHA is a Charitable Incorporated Organisation regulated therefore dually by both the Charity Commission and Companies House.

***Recruitment and appointment of trustees***

There are currently vacant places on the Board and the Trustees are currently developing a process that identifies skills and expertise gaps, develops a brief for new Trustees and engages in an open recruitment process with support from VAST (Stoke on Trent CVS).

The annual report was approved by the trustees of the charity on 26/6/2023 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'K Sauntry', is written over a light blue rectangular background.

Kevin Sauntry  
Trustee

## ASHA North Staffordshire

### Independent Examiner's Report to the trustees of ASHA North Staffordshire

I report to the trustees on my examination of the accounts of ASHA North Staffordshire for the year ended 31 August 2022.

#### Responsibilities and basis of report

As the charity trustees of ASHA North Staffordshire you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

#### Independent examiner's statement

Since ASHA North Staffordshire's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of CIMA, which is one of the listed bodies.

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

1. accounting records were not kept in respect of ASHA North Staffordshire as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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



Daryl Denson ACMA  
CIMA

VAST  
The Dudson Centre  
Stoke on Trent  
ST1 5DD

Date: 27/06/2023

# ASHA North Staffordshire

## Statement of Financial Activities for the Year Ended 31 August 2022

	Note	Unrestricted £	Restricted £	Total 2022 £
<b>Income and Endowments from:</b>				
Donations and legacies	2	39,755	231,482	271,237
Investment income	3	37		37
Total income		<u>39,792</u>	<u>231,482</u>	<u>271,274</u>
<b>Expenditure on:</b>				
Charitable activities	4	(49,056)	(189,053)	(238,109)
Total expenditure		<u>(49,056)</u>	<u>(189,053)</u>	<u>(238,109)</u>
Net movement in funds		(9,264)	42,429	33,165
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>109,786</u>	<u>161,264</u>	<u>271,050</u>
Total funds carried forward	13	<u>100,522</u>	<u>203,693</u>	<u>304,215</u>
				<b>Total 2021</b>
	Note	£	£	£
<b>Income and Endowments from:</b>				
Donations and legacies	2	45,967	228,345	274,312
Investment income	3	4		4
Total income		<u>45,971</u>	<u>228,345</u>	<u>274,316</u>
<b>Expenditure on:</b>				
Charitable activities	4	(18,800)	(230,510)	(249,310)
Total expenditure		<u>(18,800)</u>	<u>(230,510)</u>	<u>(249,310)</u>
Net movement in funds		27,171	(2,165)	25,006
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>82,615</u>	<u>163,429</u>	<u>246,044</u>
Total funds carried forward	13	<u>109,786</u>	<u>161,264</u>	<u>271,050</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2021 is shown in note 13.



**ASHA North Staffordshire**  
**(Registration number: 1176934)**  
**Balance Sheet as at 31 August 2022**

	Note	2022 £	2021 £
<b>Current assets</b>			
Debtors	10	8,963	9,580
Cash at bank and in hand	11	296,906	262,991
		<u>305,869</u>	<u>272,571</u>
<b>Creditors: Amounts falling due within one year</b>	12	(1,654)	(1,521)
<b>Net assets</b>		<u>304,215</u>	<u>271,050</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds	13	203,693	161,264
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>100,522</u>	<u>109,786</u>
<b>Total funds</b>	13	<u>304,215</u>	<u>271,050</u>

The financial statements on pages 6 to 19 were approved by the trustees, and authorised for issue on .26/6/2023..... and signed on their behalf by:



Kevin Sauntry  
Trustee

## **ASHA North Staffordshire**

### **Notes to the Financial Statements for the Year Ended 31 August 2022**

#### **1 Accounting policies**

##### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

##### **Basis of preparation**

ASHA North Staffordshire meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

##### **Going concern**

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

##### **Income and endowments**

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

##### ***Donations and legacies***

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

##### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

##### ***Investment income***

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

##### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

## ASHA North Staffordshire

### Notes to the Financial Statements for the Year Ended 31 August 2022 (continued)

#### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

#### **Government grants**

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustee's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

## ASHA North Staffordshire

### Notes to the Financial Statements for the Year Ended 31 August 2022 (continued)

#### Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

#### 2 Income from donations and legacies

	<b>Unrestricted funds General £</b>	<b>Restricted funds £</b>	<b>Total 2022 £</b>
Donations and legacies;			
Donations from individuals	34,763		34,763
Grants, including capital grants;			
Government grants	4,992	122,848	127,840
Grants from other charities		108,634	108,634
	<u>39,755</u>	<u>231,482</u>	<u>271,237</u>
	<b>Unrestricted funds General £</b>	<b>Restricted funds £</b>	<b>Total 2021 £</b>
Donations and legacies;			
Donations from individuals	43,467		43,467
Grants, including capital grants;			
Government grants	2,500	113,773	116,273
Grants from other charities		114,572	114,572
	<u>45,967</u>	<u>228,345</u>	<u>274,312</u>

#### 3 Investment income

	<b>Unrestricted funds General £</b>	<b>Total 2022 £</b>
Interest receivable and similar income;		
Interest receivable on bank deposits	37	37
	<u>37</u>	<u>37</u>

## ASHA North Staffordshire

### Notes to the Financial Statements for the Year Ended 31 August 2022 (continued)

	<b>Unrestricted funds General £</b>	<b>Total 2021 £</b>
Interest receivable and similar income;		
Interest receivable on bank deposits	4	4
	<hr/>	<hr/>
	4	4
	<hr/>	<hr/>

# ASHA North Staffordshire

## Notes to the Financial Statements for the Year Ended 31 August 2022 (continued)

### 4 Expenditure on charitable activities

	<b>Unrestricted funds General</b>	<b>Restricted funds</b>	<b>Total 2022</b>
	£	£	£
Activity undertaken directly	49,056	189,053	238,109
	<b>Unrestricted funds General</b>	<b>Restricted funds</b>	<b>Total 2021</b>
	£	£	£
Activity undertaken directly	18,800	230,510	249,310
		<b>Activity undertaken directly</b>	<b>2022</b>
		£	£
Staff Costs		168,560	168,560
Staff/volunteer expenses		9,155	9,155
Travel Expenses		560	560
Other		187	187
Professional and Legal		8,954	8,954
Rent, Utilities & Office Costs		28,248	28,248
Maintenance		2,270	2,270
Equipment		77	77
Activities, Trips and Groups		9,898	9,898
Workshop, Social events & Refreshments		3,333	3,333
Bus passes and Emergency Food		6,111	6,111
Independent Examination		756	756
		238,109	238,109

## ASHA North Staffordshire

### Notes to the Financial Statements for the Year Ended 31 August 2022 (continued)

	Activity undertaken directly £	2021 £
Staff Costs	137,446	137,446
Staff/volunteer expenses	600	600
Travel Expenses	761	761
Training and Development	703	703
Other	18	18
Professional and Legal	25,196	25,196
Rent, Utilities & Office Costs	46,620	46,620
Maintenance	615	615
Equipment	18,501	18,501
Activities, Trips and Groups	3,240	3,240
Bus passes and Emergency Food	14,890	14,890
Independent Examination	720	720
	<u>249,310</u>	<u>249,310</u>

## 5 Analysis of governance and support costs

### Governance costs

	Unrestricted funds General £	Total 2022 £
Independent examiner fees		
Examination of the financial statements	756	756
	<u>756</u>	<u>756</u>
	Unrestricted funds General £	Total 2021 £
Independent examiner fees		
Examination of the financial statements	720	720
	<u>720</u>	<u>720</u>

## ASHA North Staffordshire

### Notes to the Financial Statements for the Year Ended 31 August 2022 (continued)

#### 6 Government grants

Stoke on Trent City Council and The Community Foundation gave £nil (2021: £2,500) towards running costs. The National Lottery Reaching Communities gave £122,848 (2021: £113,733) for work with asylum seekers. Stoke on Trent City Council gave £4,992 (2021: £nil) towards running costs. The amount of grants recognised in the financial statements was £127,840 (2021 - £116,273). There are no unfulfilled conditions at the year end.

#### 7 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses from the charity during the year.

#### 8 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
<b>Staff costs during the year were:</b>		
Wages and salaries	140,104	120,360
Social security costs	6,318	5,142
Pension costs	4,883	3,441
	<u>151,305</u>	<u>128,943</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2022 No	2021 No
Support Worker	<u>7</u>	<u>6</u>

In addition to this payments of £17,254 (2020: £8,503) were made to sub contractors.

No employee received emoluments of more than £60,000 during the year

#### 9 Taxation

The charity is a registered charity and is therefore exempt from taxation.



## ASHA North Staffordshire

### Notes to the Financial Statements for the Year Ended 31 August 2022 (continued)

#### 10 Debtors

	2022	2021
	£	£
Prepayments	8,963	9,580

#### 11 Cash and cash equivalents

	2022	2021
	£	£
Cash on hand	310	283
Cash at bank	296,596	262,708
	<u>296,906</u>	<u>262,991</u>

#### 12 Creditors: amounts falling due within one year

	2022	2021
	£	£
Other taxation and social security	898	801
Accruals	756	720
	<u>1,654</u>	<u>1,521</u>

# ASHA North Staffordshire

## Notes to the Financial Statements for the Year Ended 31 August 2022 (continued)

### 13 Funds

	Balance at 1 September 2021 £	Incoming resources £	Resources expended £	Balance at 31 August 2022 £
<b>Unrestricted funds</b>				
<i>General</i>				
General	109,786	39,792	(49,056)	100,522
<b>Restricted funds</b>				
BBC Children in Need	19,936	42,665	(16,097)	46,504
Tudor Trust	2,805		(1,715)	1,090
Reaching Communities	108,557	122,848	(94,793)	136,612
Lloyds Bank Foundation		25,000	(16,182)	8,818
AB Charitable Trust	2,735	20,000	(19,716)	3,019
Refugee Action	1,172	20,969	(14,491)	7,650
BBC Children in Need Response and Adapt	11,368 14,691		(11,368) (14,691)	
<b>Total restricted funds</b>	<b>161,264</b>	<b>231,482</b>	<b>(189,053)</b>	<b>203,693</b>
<b>Total funds</b>	<b>271,050</b>	<b>271,274</b>	<b>(238,109)</b>	<b>304,215</b>

# ASHA North Staffordshire

## Notes to the Financial Statements for the Year Ended 31 August 2022 (continued)

	Balance at 1 September 2020 £	Incoming resources £	Resources expended £	Balance at 31 August 2021 £
<b>Unrestricted funds</b>				
<i><b>General</b></i>				
General	82,615	45,971	(18,800)	109,786
<b>Restricted</b>				
BBC Children in Need	7,332	29,204	(16,600)	19,936
The Allen Lane Foundation	816		(816)	
Tudor Trust	18,017	2,000	(17,212)	2,805
Eddie Byers Fund	1,446		(1,446)	
Reaching Communities	77,408	113,773	(82,624)	108,557
Garfield Weston	2,731		(2,731)	
Swan Mountain	333		(333)	
AB Charitable Trust	5,736		(3,001)	2,735
National Lottery Community Fund	49,610		(49,610)	
Refugee Action		4,648	(3,476)	1,172
BBC Children in Need		48,720	(37,352)	11,368
Response and Adapt		30,000	(15,309)	14,691
<b>Total restricted funds</b>	<u>163,429</u>	<u>228,345</u>	<u>(230,510)</u>	<u>161,264</u>
<b>Total funds</b>	<u><u>246,044</u></u>	<u><u>274,316</u></u>	<u><u>(249,310)</u></u>	<u><u>271,050</u></u>

## **ASHA North Staffordshire**

### **Notes to the Financial Statements for the Year Ended 31 August 2022 (continued)**

The specific purposes for which the funds are to be applied are as follows:

BBC Children in Need-To provide asylum seeker children and their families with regular support through homework clubs, group activities, day trips and school enrolment.

The Allen Lane Foundation-Supporting new arrivals and integrating into the community by volunteering.

Tudor Trust- To develop a volunteer programme accessible to asylum seekers within their local communities.

Eddie Byers Fund-Providing support for English tuition.

Garfield Weston-Tackling loneliness project (befriending).

Swan Mountain-Supporting children's work.

AB Charitable Trust-To provide outreach support for new arrival single parent asylum seekers and to manage a befriending scheme.

National Lottery Community Fund.-To provide emergency support during Covid 19 to vulnerable families/individuals.

Refugee Action :The Asylum Guides National Programme aims to support organisations to embed and deliver their own unique Asylum Guides programmes and become part of a national network.

BBC Children in Need: Providing additional funding to support our organisation through the Covid 19 pandemic.

Respond and Adapt. Providing targeted support to help respond and adapt to the needs of people in the immigration system during COVID-19 and work together to build a foundation for long term recovery.

# ASHA North Staffordshire

## Notes to the Financial Statements for the Year Ended 31 August 2022 (continued)

### 14 Analysis of net assets between funds

	<b>Unrestricted funds General £</b>	<b>Restricted funds £</b>	<b>Total funds at 31 August 2022 £</b>
Current assets	102,176	203,693	305,869
Current liabilities	(1,654)		(1,654)
Total net assets	<u>100,522</u>	<u>203,693</u>	<u>304,215</u>
	<b>Unrestricted funds General £</b>	<b>Restricted funds £</b>	<b>Total funds at 31 August 2021 £</b>
Current assets	111,307	161,264	272,571
Current liabilities	(1,521)		(1,521)
Total net assets	<u>109,786</u>	<u>161,264</u>	<u>271,050</u>