



# **ANNUAL REPORT AND STATEMENT OF ACCOUNTS**

The Trustees present their annual report and financial statements for the period 1st January to 31<sup>st</sup> December, 2021.

## **1. Reference and Administrative Information**

**Charity name:** Budleigh Syrian Community Sponsorship

**Charity registration number:** 1179848

**Charity Address:** 15 Stoneborough Lane, Budleigh Salterton, Devon EX9 6HL

### **Trustees:**

The Trustees during this reporting period were:

Joanna Elisabeth Cant – Chair

Rachel Julia Crosby – Secretary

Sean Philip Crosby – Treasurer

Julia Robb – appointed 26 Feb, 2021 for 3 year period

Penny Harris - appointed 26 Feb, 2021 for 3 year period

Siobhan Canham- appointed 15<sup>th</sup> December, 2021

Robert Nicholas Marshall –resigned Jan 31<sup>st</sup>, 2021

## **2. Structure Governance and Management**

The Charity is established as a charitable incorporated organisation (CIO) and governed by a Constitution. It has a minimum of three and maximum of seven Trustees. During this period there were six Trustees.

As per the Constitution, apart from the first charity trustees, every new trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

The charity trustees manage the affairs of the CIO and for that purpose exercise all the powers of the CIO.

## **3. Objectives and Activities**

## **Objects**

The objects of the Budleigh Syrian Community Sponsorship as set out in our Constitution are:

- To relieve poverty amongst those seeking asylum and those granted refugee status living in the Budleigh Salterton area by providing interpreting/translating/advocacy/health/housing advice and cultural guidance, and any other assistance required to advance them in life and support them to adapt, settle and live independently within their new community;
- To advance the education of the public in general about the issues relating to refugees and those seeking asylum.

## **Strategic Objectives**

To ensure we fulfil our objects we designed a two-year strategy (2018-2020), which was extended to 2022, with four key objectives:

1. To engage and equip sufficient community members to start and successfully run a Community Sponsorship Project in Budleigh Salterton
2. To raise the funds required to sponsor refugee families under the Community Sponsorship Programme
3. To become officially recognised as a Community Sponsorship Group by the Home Office
4. To welcome and support refugee families to settle in the Budleigh Salterton area

## **Activities**

During this reporting period most of our energy focussed on objective 1 to engage a wider group of volunteers and to equip them to support a resettled family and on 3 to be officially recognised as a Community Sponsorship Group by the Home Office once the programme was restarted after lockdown. The main activities related to the objectives were:

1. *Engaging the community/Equipping community members*
  - Participating in the Southwest network of community sponsorship meetings – a good forum for learning what has worked for other groups and how they have addressed challenges.
  - Recruiting more volunteers in Exmouth as the family will settle there.
  - Maintaining regular contact with volunteers and agreeing what roles each one will take on
  - Cultural awareness training was delivered for the volunteers on March 22, 2021 by Dan Green from Bridges for Communities.
  - Robert Kingdon, Safeguarding Lead for the Plymouth Diocese provided safeguarding training as part of our volunteer training day on October 2<sup>nd</sup>, 2021
  - Prepared a volunteer handbook including a volunteer agreement, ways of working

and the safeguarding policy and how to report a safeguarding incident.

- Volunteers all did the Devon Council online safeguarding training, most have completed PREVENT training, and all volunteers were DBS checked.

*2. Raising funds as required as part of the government vulnerable people's resettlement scheme*

- We re-applied for a grant from the Jamieson-Bystock Foundation and received a £1,000 grant.

*3. Recognition as a Community Sponsorship Group by the Home Office*

- We had resubmitted our application for approval as a Community Sponsorship group. In September, Devon County Council strongly recommended that instead of applying directly, we re-apply going through a principle sponsor, so that there is an additional level of support for us once the family arrived. The Trustees agreed to this unanimously.
- We spoke to several potential Principle Sponsors and agreed that CHARIS was the best fit. After a joint meeting, we requested, and their Trustees approved this.
- We re-submitted the application form, using the Principle Sponsor form and agreed the terms and conditions of the support from CHARIS. The application was approved and in December we were matched with a Syrian family.

*4. Welcome and support refugee families*

- Contacting the schools near the house to update them on progress towards the family's arrival.
- East Devon District Council re-inspected and approved the house as suitable for the family.
- We were given access to the house in November, and moved furniture and furnishings to the house.
- A welcome pack was prepared and translated into Arabic

## **Public Benefit**

As we planned, implemented and reviewed the activities for the year, the Trustees considered the Charity Commission's guidance on public benefit. The Trustees feel that we have ensured that the activities undertaken have engaged well with the local community (within the limits imposed by the COVID-19 lockdowns and restrictions) and provided ample opportunities for them to be involved and to learn from the activities in line with our charitable objects.

## **Volunteers**

We have a group of approximately 25 volunteers actively engaged in the charity's work.

They have willingly participated in the various trainings to prepare for the arrival of the family. They have already contributed time preparing the house, making repairs to the house, caring for the garden, moving furniture, contacting schools, the medical centre and dentists. The work of volunteers is being co-ordinated by two of the Trustees jointly and this is working extremely well. We are confident that there are sufficient volunteers to provide a good initial support network to the family and to help them to become independent and active in their new community.

#### **4. Achievements and Performance**

In reviewing the year, the Trustees are pleased that after a very long delay and suspension of the Community Sponsorship programme due to Covid, we are now well on track to welcome a family in 2022. It has been a big achievement to maintain the momentum, and to keep most of the initial volunteers on board (as well as expanding the pool). There is a very positive rapport amongst the volunteers. We have also been pleased with the response from the schools and medical personnel when approached about how they can support the family when they arrive. All of the responses have been encouraging and positive.

In terms of the second objective of raising the funds required to sponsor refugee families under the Community Sponsorship Programme, we consolidated the funds available, and had more than the minimum £9,000 required by the Home Office. We did not undertake any major fundraising as we feel there are now sufficient funds available to support the family.

In terms of our third objective this was fully achieved in 2021. By linking with CHARIS as a Principle Sponsor, we have built in an extra layer of support to the group. CHARIS provides support, information and backstopping if there are any challenges where we need additional support. This should help ensure that the welcome and support to the family is successful even when challenges arise.

Our focus for 2022 will be on objective 4 – welcoming the family and assisting them to settle in. They should arrive in April 2022.

#### **5. Financial Review**

The charity has been successful to date in its fundraising efforts and now has sufficient funds in place to support the family.

A copy of the FRS SORP 102 accounts required to be submitted to Charities Commission is included in Annex 1 for further information.

#### **Policy on reserves**

The policy of the charity is to retain £2,000.00 as a reserve against unforeseen financial circumstances. The trustees consider this provides an adequate protection against potential issues which might arise. These reserves may only be released with the written agreement

of a simple majority of the trustees (i.e. a minimum of three trustees).

The charity holds these reserves as part of the main bank account. No separate account is maintained for this purpose.

This policy is subject to review every six months and may be amended to reflect the evolving circumstances of the charity.

No funds are in deficit.

## 6. Funds held as Custodian Trustee

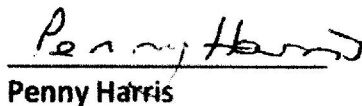
The charity does not hold any funds as a Custodian Trustee.

## 7. Declarations

The Trustees declare they have approved the Trustees' report above.

  
Joanna Cant

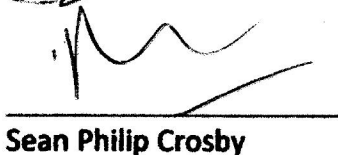
13<sup>th</sup> June 2022  
Date

  
Penny Harris

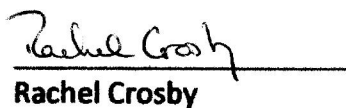
13/6/22  
Date

  
Siobhan Canham

13/06/2022  
Date

  
Sean Philip Crosby

13 June 2022  
Date

  
Rachel Crosby

13/06/2022  
Date



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Budleigh-Syrian Community Sponsortship

1179848

## Receipts and payments accounts

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For the period  
from

01/01/21

To

31/12/21

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Previous Years to the nearest £
<b>A1 Receipts</b>					
Donations	1,461	-	-	1,461	14,245
Gift Aid	92	-	-	92	755
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>1,553</b>	<b>-</b>	<b>-</b>	<b>1,553</b>	<b>15,000</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>1,553</b>	<b>-</b>	<b>-</b>	<b>1,553</b>	<b>15,000</b>
<b>A3 Payments</b>					
Rental of meeting rooms		-	-	-	276
Preparation & Printing of materials		-	-	-	185
Insurance	84	-	-	84	168
DBS checks for volunteers/trustees	198	-	-	198	20
Purchase of laptop for project/family use		-	-	-	-
	279	-	-	279	-
Removals of furniture	60	-	-	60	-
Training for volunteers	270	-	-	270	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>891</b>	<b>-</b>	<b>-</b>	<b>891</b>	<b>649</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>891</b>	<b>-</b>	<b>-</b>	<b>891</b>	<b>649</b>
<b>Net of receipts/(payments)</b>	<b>662</b>	<b>-</b>	<b>-</b>	<b>662</b>	<b>14,351</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>662</b>	<b>-</b>	<b>-</b>	<b>662</b>	<b>14,351</b>



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Lloyds Bank Account	14,166	-	-
	Gift Aid to reclaim	847	-	-
		-	-	-
	<b>Total cash funds</b>	<b>15,013</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval



J.E. CANT

14.6.2022