

# MARLOW REFUGEE ACTION

England & Wales · Charity number 1180428

## Details

---

**Status** Registered

**Legal form** CIO

**Registered** 2018-10-24

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

## Contact

---

**Address** The Clock House  
Station Approach  
Marlow  
Buckinghamshire  
SL7 1NT

**Phone** 07952101544

**Email** [info@marlowrefugeeaction.org.uk](mailto:info@marlowrefugeeaction.org.uk)

**Website** [marlowrefugeeaction.org.uk](http://marlowrefugeeaction.org.uk)

## Activities

---

**Objects:** 1. FOR THE PUBLIC BENEFIT THE RELIEF OF NEED AND THE ADVANCEMENT OF THE EDUCATION OF REFUGEES IN THE UK, EUROPE AND OTHER PARTS OF THE WORLD IN PARTICULAR BUT NOT EXCLUSIVELY BY PROVIDING GRANTS AND ITEMS AND OTHER ASSISTANCE TO CHARITIES AND OTHER ORGANISATIONS WHICH WORK WITH REFUGEES. 2. TO ADVANCE THE EDUCATION OF THE PUBLIC IN GENERAL ABOUT THE ISSUES RELATING TO REFUGEES AND THOSE SEEKING ASYLUM.

**Activities:** Provide funding for projects we identify as relevant. Raise awareness in the community of the problems addressed by the projects we support

## Classification

---

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Other Finance, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** Disability, The Prevention Or Relief Of Poverty, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

---

- France
- Greece
- Throughout England

## Finances

---

| Period end | Income  | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2024-09-30 | £11,558 | £28,374     | -      | -         |
| 2023-09-30 | £38,503 | £33,991     | -      | -         |
| 2022-09-30 | £30,872 | £22,129     | -      | -         |
| 2021-09-30 | £16,580 | £17,631     | -      | -         |
| 2020-09-30 | £34,396 | £26,734     | -      | -         |

## Trustees

---

| Name                      | Role  | Appointed  |
|---------------------------|-------|------------|
| <b>Muryel Boulay</b>      | Chair | 2022-04-13 |
| Dr Kavita ABRAHAM-DOWSING |       | 2022-09-26 |
| Onaiwu Omorogbe           |       | 2023-06-18 |
| Shruti Clayton            |       | 2023-06-18 |

**MARLOW REFUGEE ACTION**

England & Wales - Charity number 1180428

---

# Accounts

---

Trustees Annual Report for Year  
1 October 2023 to 30 September 2024

**Trustees:**

Chair: Muryel Boulay,

Treasurer: vacant position

Trustees: Onaise Omorogbe, Kavita Abraham – Dowsing, Shruti Clayton

**Introduction:**

Over the financial year 2023/ 2024, Marlow Refugee Action (MRA) continued to give grants to charities focused on providing aid to refugees in the UK. In the last quarter 2023, the decision was taken by the trustees to look at options to close the MRA while looking for partners to continue the work. This is what most of the work of this year was focussed on. The reason for this decision was based on the lack of resources to run the charity.

The year was started on 1<sup>st</sup> October 2023 with an account of £24,407.05 and ended on 30<sup>th</sup> September 2024, with an account of £7,590.39. Overall, the balance of income over expenditure therefore was a reduction in size of our finances by £16,816.66. This was due to the significant funding for Marlow Ukraine Collective (MUC) which was £28, 374.23 (including an income of £11, 557.57) being handed over to MUC. Details below:

|              | <b>Expenditure</b> | <b>Income</b> |
|--------------|--------------------|---------------|
| Bank charges | £60.00             |               |
| Donations    |                    | £9,061.98     |
| DUkraine     |                    | 250.00        |
| Event        |                    | £2,245.59     |
| Expenses     | £322.48            |               |
| Funding      | £8,877.33          |               |
| Ukraine      | £19,114.42         |               |

**Grand Total                    £28,374.23                    £11,557.57**

\*\*\* Can please the exact date of money transfers to MUC be inserted here.

THE MARLOW UKRAINE COLLECTIVE became a registered charity (Reg Number: 1202913) in May 2023.

The trustees of MRA changed in this year with Gareth Roblin and, Tania Baldwin having come to the end of their terms and some for personal reasons.

A second strategic decision was taken during this year following a shift in the trustees of the organisation to focus on UK based refugee organisations.

Besides the financial separation from the MUC activities and the lower resource in the trustees, MRA carried out its regular activities given below.

#### **Activities:**

The MRA trustees divided their time between fundraising activities, managing partnerships with refugee charities.

Please see below the list of events where MRA organised a stand for fundraising:

|                    |         |
|--------------------|---------|
| Oh Shala Aug 23    | £795.00 |
| Big Band Dec 23    | £698.00 |
| Big Band Jun 24    | £370.00 |
| Movie Night Jul 24 | £174.59 |
| Slack              | £208.00 |

The partnership with Oh Shala and Big Band continued as previous years. The Marlow Carnival stall and the annual plant sale during Refugee Week were discontinued due to the volunteers moving on. Two new events were introduced this year. A successful movie night was held at St Peter's Church and the Marlow Literary Festival was supported and a donation received from their publication, Slack.

Donations were received from:

|                     |          |
|---------------------|----------|
| All Saints Church   | £1000.00 |
| HMRC Gift Aid Claim | £858.53  |
| Marlow CoE School   | £122.80  |

The grants were allocated following the review of a detailed grant applications during fund allocation meetings. The list below details the grants allocated per organisation:

|                                  |            |
|----------------------------------|------------|
| I Have Rights                    | £4,345.33  |
| Mamasuze                         | £2,832.00  |
| ForRefugees Calaisfoodcollection | £500.00    |
| Wycombe Refugee Partnership      | £1,200.00  |
| MUC                              | £19,113.32 |

The transfer to MUC followed their registration as a charity with the Charity Commission UK and their opening of a bank account in Oct 2023.

Two additional expenditures have been reported in the finances below. These include the normal bank charge of £60 and running expenses of £322.48 which include cost of leaving gifts, volunteers tea and a fine for a copyright image mistakenly used on the website.

The detailed Trustee Annual Financial Report 2023 – 2024 is attached to this report.

#### **Conclusion:**

MRA continues its fundraising and raising awareness activities within the Marlow community. The trustees having taken the difficult decision to close the charity, took the decision to handover our work and any remaining resource to Marlow Refugee Partnership, one of our oldest partners. Going forward the activities in 2024 – 2025 are focussed on closing and handing over the activities of the charity.

# Trustees Annual Report for Year 1 October 2023 to 30 September 2024

## Bank

|                                     |                   |                    |
|-------------------------------------|-------------------|--------------------|
| Current account @ 1 October 2023    | <b>£24,407.05</b> |                    |
| Current account @ 30 September 2024 | <b>£7590.39</b>   |                    |
| Difference                          |                   | <b>-£16,816.66</b> |
| Balance of Income over Expenditure  |                   | <b>-£16,816.66</b> |

|                    | <b>Expenditure</b> | <b>Income</b>     |
|--------------------|--------------------|-------------------|
| Bank charges       | £60.00             |                   |
| Donations          |                    | £9,061.98         |
| DUkraine           |                    | 250.00            |
| Event              |                    | £2,245.59         |
| Expenses           | £322.48            |                   |
| Funding            | £8,877.33          |                   |
| Ukraine            | £19,114.42         |                   |
| <b>Grand Total</b> | <b>£28,374.23</b>  | <b>£11,557.57</b> |

## Income Detail

Included in Donations:

|                     |          |
|---------------------|----------|
| All Saints Church   | £1000.00 |
| HMRC Gift Aid Claim | £858.53  |
| Marlow CoE School   | £122.80  |

Included in Events:

|                    |         |
|--------------------|---------|
| Oh Shala Aug 23    | £795.00 |
| Big Band Dec 23    | £698.00 |
| Big Band Jun 24    | £370.00 |
| Movie Night Jul 24 | £174.59 |
| Slack              | £208.00 |

## Expenditure Detail

|   |                  |
|---|------------------|
| Bank charges  | <b>£60.00</b>    |
| Expenses<br>(Trustee leaving gifts, volunteers' tea, fine for misuse of image on website) | <b>£322.48</b>   |
| Funding (detailed below)  | <b>£8,877.33</b> |

|                                  |               |
|----------------------------------|---------------|
| I Have Rights                    | £4,345.3<br>3 |
| Mamasuze                         | £2,832.0<br>0 |
| ForRefugees Calaisfoodcollection | £500.00       |
| Wycombe Refugee Partnership      | £1,200.0<br>0 |

**MUC** **£19,114.42**

Marlow Ukraine Collective was set up as a charitable organisation when the war broke out. While they were setting up charitable status and then a bank account, MRA agreed to act as their bank. As soon as their bank account was opened, we transferred the remaining balance due to them.

**MARLOW REFUGEE ACTION**

England & Wales - Charity number 1180428

---

# Accounts

---

Trustees Annual Report for Year  
1 October 2022 to 30 September 2023

## **Trustees:**

Chair: Nicolas Monk,

Treasurer: Gareth Roblin

Trustees: Tania Baldwin, Nancy Davis, Kavita Abraham, Muryel Boulay

## **Introduction:**

Over the financial year 2022/ 2023, Marlow Refugee Action (MRA) continued to give grants to charities focused on providing aid to refugees in the UK and in Europe.

The charity also provided support to a local organisation called Marlow Ukraine Collective (MUC), a group of volunteers dedicated to hosting and supporting Ukrainian refugees in settling in the country. The collective did not initially have a charitable status and one of our trustees supported them through the initial phase of receiving donations and allocating it to activities supporting the newly arrived families in Marlow.

Similar policies applied for all donations restricted to MUC as to what would have been received for MRA activities. A strict separation of funds was applied all the way through the year.

## **Activities:**

The MRA trustees divided their time between fundraising activities, managing partnerships with refugee charities and supporting MUC while raising awareness about the refugee situation around the world.

Please see below the list of events where MRA organised a stand for fundraising:

|                            |           |
|----------------------------|-----------|
| Big Band Sept 22           | £700.00   |
| Big Band Feb 23            | £694.00   |
| Marlow Carnival 23         | £236.50   |
| Marlow Carnival 22         | £621.18   |
| Oh Shala Wellness Festival | £1,210.00 |
| Slack                      | £484.32   |

The grants were allocated following the review of a detailed grant applications during fund allocation meetings. The list below details the grants allocated per country and organisation:

|                                       |           |        |
|---------------------------------------|-----------|--------|
| Care4Calais                           | £803.17   | France |
| Collective Aid - Calais winter appeal | £2,506.52 | France |
| ForRefugees Calaisfoodcollective      | £500.00   | France |
|                                       | £3,809.69 |        |

|                                |           |        |
|--------------------------------|-----------|--------|
| Action for Education Quarterly | £3,250.00 | Greece |
| Human Rights Legal Project     | £4,451.25 | Greece |
| I Have Rights                  | £1,373.33 | Greece |
|                                | £9,074.58 |        |

|                             |           |    |
|-----------------------------|-----------|----|
| Asylum Welcome youth/boxing | £300.00   | UK |
| Distribute Aid              | £2,000.00 | UK |
| Foodkind                    | £1,250.00 | UK |
| ForRefugees Big Give 22     | £500.00   | UK |
| Mamasuze                    | £2,880.00 | UK |
| White Helmets               | £288.00   | UK |
|                             | £7,218.00 |    |

MUC:

MRA Chair was part of the MUC committee managing fundraising and fund allocations. The funds were used for, amongst other things, language lessons, school uniforms and shoes and some entertainment activities. The funds would be received via MRA and MRA would pay for the agreed services on behalf of MUC.

A total of £22,413.32 was received in donations and grants. £12,199.96 was spent to support the Ukrainian families hosted in Marlow.

Here are the details of how the donations for Ukraine was spent:

MUC EXPENSES

|                                   |            |
|-----------------------------------|------------|
| After school clubs                | £190.90    |
| Household supplies                | £5431.61   |
| IT supplies                       | £247.98    |
| Language tuition, books           | £2686.38   |
| Miscellaneous                     | £455.68    |
| School shoes, books, trips, other | £2099.92   |
| Van hire, cycle equipment         | £1087.49   |
|                                   | £12,199.96 |

**Conclusion:**

At the end of the financial year, MRA saw a few changes with trustees leaving the charity: Nancy Davies and Gareth Roblin.

MUC started the process of becoming a charity which they obtain in November 2023.

MRA continues its fundraising and raising awareness activities within the Marlow community, having decided to recentre its scope towards UK based charities.

## Accounts:

### Bank

Current account @ 1 October 2022 £19,895.39

Current account @ 30 September 2023 £24,407.05

Difference £4511.66

Balance of Income over Expenditure £4511.66

|               | Expenditure | Income     |
|---------------|-------------|------------|
| Bank charges  | £72.22      |            |
| Candles       | £15.00      | £35.00     |
| Donations     | £12.00      | £10,281.53 |
| Event         | £40.00      | £3,986.00  |
| Expenses      | £299.94     | £19.20     |
| Funding       | £20,102.27  |            |
| Payment Query | £1,250.00   | £1,250.00  |
| Tea Towels    |             | £518.00    |
| Ukraine       | £12,199.96  | £22,413.32 |
| Grand Total   | £33,991.39  | £38,503.05 |

### Income Detail

Included in Donations:

|                      |           |
|----------------------|-----------|
| Facebook fundraising | £438.47   |
| HMRC Gift Aid Claim  | £1,099.69 |
| Refugee Week         | £1,212.91 |

Included in Events:

|                    |           |
|--------------------|-----------|
| Big Band Sept 22   | £700.00   |
| Big Band Feb 23    | £694.00   |
| Marlow Carnival 23 | £236.50   |
| Marlow Carnival 22 | £621.18   |
| Oh Shala           | £1,210.00 |
| Slack              | £484.32   |

### Expenditure Detail

|  |            |
|--|------------|
| Bank charges   | £72.22     |
| Expenses<br>(Trustee leaving gifts, Postal address annual fee, Leaflets, SumUp machine refund) | £299.94    |
| Funding (detailed below)   | £20,102.27 |

|                                       |           |
|---------------------------------------|-----------|
| Action for Education Quarterly        | £3,250.00 |
| Asylum Welcome youth/boxing           | £300.00   |
| Care4Calais                           | £803.17   |
| Collective Aid - Calais winter appeal | £2,506.52 |
| Distribute Aid                        | £2,000.00 |
| Foodkind                              | £1,250.00 |
| ForRefugees Big Give 22               | £500.00   |
| ForRefugees Calaisfoodcollective      | £500.00   |
| Human Rights Legal Project            | £4,451.25 |
| I Have Rights                         | £1,373.33 |
| Mamasuze                              | £2,880.00 |
| White Helmets                         | £288.00   |

#### MUC EXPENSES

|                                   |          |
|-----------------------------------|----------|
| After school clubs                | £190.90  |
| Household supplies                | £5431.61 |
| IT supplies                       | £247.98  |
| Language tuition, books           | £2686.38 |
| Miscellaneous                     | £455.68  |
| School shoes, books, trips, other | £2099.92 |
| Van hire, cycle equipment         | £1087.49 |

£12,199.96



CHARITY COMMISSION  
FOR ENGLAND AND WALES

|              |             |
|--------------|-------------|
| Charity Name | No (if any) |
|--------------|-------------|

## Receipts and payments accounts

CC16a

|                     |                                |    |                              |
|---------------------|--------------------------------|----|------------------------------|
| For the period from | Period start date<br>10/1/2022 | To | Period end date<br>9/30/2023 |
|---------------------|--------------------------------|----|------------------------------|

### Section A Receipts and payments

|   | Unrestricted funds<br>to the nearest £ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |  |                                      |                                     |                                 |                               |
| Donations   | 10,282                                 | 22,413                               | -                                   | 32,695                          | 27,775                        |
| Fundraising events                                    | 4,558                                  | -                                    | -                                   | 4,558                           | 2,547                         |
| Payment error   | 1,250                                  | -                                    | -                                   | 1,250                           | 550                           |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b> (Gross income for AR)                | <b>16,090</b>                          | <b>22,413</b>                        | <b>-</b>                            | <b>38,503</b>                   | <b>30,872</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>16,090</b>                          | <b>22,413</b>                        | <b>-</b>                            | <b>38,503</b>                   | <b>30,872</b>                 |
| <b>A3 Payments</b>                                    |  |                                      |                                     |                                 |                               |
| Grants  | 20,102                                 | -                                    | -                                   | 20,102                          | 15,206                        |
| Cost of fundraising events                            | 40                                     | -                                    | -                                   | 40                              | 524                           |
| Stationery, domain renewals                           | -                                      | -                                    | -                                   | -                               | 557                           |
| Bank charges  | 72                                     | -                                    | -                                   | 72                              | 92                            |
| Payment error   | 1,250                                  | -                                    | -                                   | 1,250                           | 550                           |
| Household supplies                                    | -                                      | 5,432                                | -                                   | 5,432                           | 200                           |
| Language tuition, books                               | -                                      | 2,686                                | -                                   | 2,686                           | 4,144                         |
| School shoes, trips, after school clubs               | -                                      | 2,291                                | -                                   | 2,291                           | 856                           |
| Miscellaneous   | 327                                    | 1,791                                | -                                   | 2,118                           | -                             |
| <b>Sub total</b>                                      | <b>21,791</b>                          | <b>12,200</b>                        | <b>-</b>                            | <b>33,991</b>                   | <b>22,129</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>21,791</b>                          | <b>12,200</b>                        | <b>-</b>                            | <b>33,991</b>                   | <b>22,129</b>                 |
| <b>Net of receipts/(payments)</b>                     | <b>- 5,701</b>                         | <b>10,213</b>                        | <b>-</b>                            | <b>4,512</b>                    | <b>8,743</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>19,895</b>                          | <b>-</b>                             | <b>-</b>                            | <b>19,895</b>                   | <b>11,151</b>                 |
| <b>Cash funds this year end</b>                       | <b>14,194</b>                          | <b>10,213</b>                        | <b>-</b>                            | <b>24,407</b>                   | <b>19,894</b>                 |

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

| Categories           | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|----------------------|--|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b> |  | -                                  | -                                | -                               |
|                      |  | -                                  | -                                | -                               |
|                      |  | -                                  | -                                | -                               |
|                      | <b>Total cash funds</b>                                | <b>14,194</b> #                    | <b>10,213</b>                    | <b>-</b>                        |
|                      | (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                              |

|                                 | Details | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| <b>B2 Other monetary assets</b> |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |

|                             | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| <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 liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
| <b>B5 Liabilities</b> |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |

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

| Signature | Print Name | Date of approval |
|-----------|------------|------------------|
|           |            |                  |
|           |            |                  |



**Section A**

**Independent Examiner's Report**

**Report to the trustees**

Marlow Refugee Action

**On accounts for the year ended**

30/09/2023

**Charity no  
(if any)**

1180428

**Set out on pages**

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2023.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

\*

*The charity needs to maintain more complete records of the appointment, training and resignation of trustees.*

**Signed:**

**Date:**

03/09/2025

**Name:**

Christina Shearer

**Relevant professional qualification(s) or body (if any):**

Retired ACA

**Address:**

Flat 7 The Residence, Wycombe Road

Saunderton HP14 4EA

Empty rectangular box at the top of the page.

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

Large empty rectangular box for providing details of items to be disclosed.

**MARLOW REFUGEE ACTION**

England & Wales - Charity number 1180428

---

# Accounts

---

# **Marlow Refugee Action: Trustees Annual Report for the period 1<sup>st</sup> October 2021 - 30<sup>th</sup> September 2022**

**Registration Number:** 1180428

**Address:**

8 Carver Hill Road  
High Wycombe  
Buckinghamshire  
HP11 2TY

**Trustees**

The Trustees as of 30 September 2022 are:

Tania Baldwin-Pask

Nicola Anne Monk

Muryel Bouley

Nancy Caroline Davies

Gareth David Roblin

Kavita Abraham-Dowsing

## **Introduction**

The Trustees present their annual report and financial statement for the charity for the period 1<sup>st</sup> October 2021 - 30<sup>th</sup> September 2022. This is our fourth annual report, following the formation of the charity.

## **Charity Structure**

The charity is constituted under our Governing Document registered 24<sup>th</sup> October 2018. The Trustees that were appointed at the formation of the charity stood down during the past year. The Trustees meet quarterly to agree the broad strategy and areas of activity for the Trust, including consideration of grant making, fundraising activities, awareness raising, recruitment of volunteers and the requirement for policies and procedures (such as Volunteer Code of Conduct, Disciplinary Procedures, Grievance Procedures, Safeguarding and GDPR).

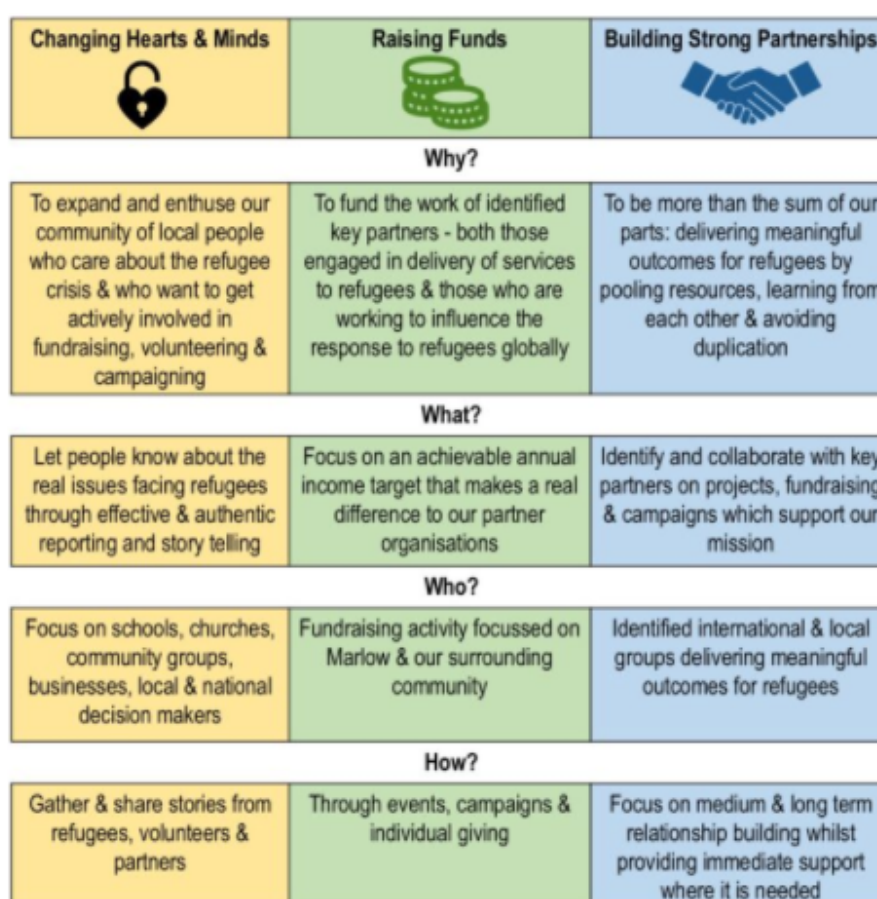
Our Mission is 'Translating the Global Refugee Crisis into meaningful local action'.

## Objectives

We are still working with the objectives agreed in August 2020 when we held a strategic review where we identified three key focus areas:

- Firstly, building on what has been achieved already to grow the community of people in Marlow who care about the issues impacting refugee and want to support the work that is being done
  - Working with key groups such as schools
  - Finding innovative ways to tell the real life stories that describe the real issues and also the success stories
- Secondly, to build Partnerships locally and internationally, which are supporting refugees and delivering meaningful results
- Thirdly, to raise funds to support these Partnerships

This is represented in the following infographic:



## [Achievements and Performance

Our key achievements over the period of this report are:

1. In response to the refugee crisis which developed as a result of Russia's invasion of Ukraine in February 2022 we have worked closely with Marlow Ukraine Collective (MUC) during this financial period. MUC are an informal group set up in the local Marlow area to support families looking to sponsor Ukrainian families under the two schemes established by the government, the Homes for Ukraine Scheme and the Ukraine Family Scheme. Working

closely with MUC we identified financial requirements to support the families and their sponsors. Alongside MUC we contributed to the fundraising efforts and managed all incoming donations made by the Marlow community. Within this financial year, £14,549 was raised by way of donations. This included donations from River Church and All Saints Church and many donations from private individuals, local businesses and other community groups. Of these donations, £5,879 was granted in support of Ukrainian families within this financial year. These have paid for items such as school shoes and uniform, homeware, childrens after school activities and access to education. Some funds were also set aside for resources to raise awareness of hosting opportunities and funding needs and a welcome event for all of the guest and host families.

Within the Marlow area over 75 families comprising over 270 Ukrainians have been hosted, with children attending local schools, adults finding work in local businesses and families integrating into social and sporting activities. Support is ongoing and Ukrainian families are now beginning to find their own housing for independent living as well as new arrivals finding hosts in the local area. As of 30 September 2022 we held £8,670 in restricted funds for the continuing support of these families.

2. We continue to financially support legal programmes in Greece, however this was transferred from the Samos Legal Centre over to two new organisations; i) I Have Rights and ii) the Human Rights Legal Project. This change was based on shifting needs within the locality and the Samos Legal Centre securing a significant financial backer. Both new partner organisations seek to provide legal support to complex cases on the island of Samos and challenge illegality in the treatment of asylum seekers and refugees by the local and state authorities. The two organisations are collaborative and complementary in nature. We part fund office rent for both projects (HRLP: £1,483.75 and IHR £3,357.00)
3. We continued to provide financial support to Action for Education in Greece. We have funded two projects: (i) the rental of the Nest education centre in Athens (with supplementary funds ringfenced for children's education resources at the Nest generated by schools fundraising); and (ii) accommodation support for teachers drawn from the refugee community. In total we provided funding of £6,919.19 within this financial year. This programme partnership will come to an end within the next financial year, with Action For Education closing as a charity and handing over programmes to other local charities who will be welcome to apply for funding from us.

Under the theme of education we also provided a grant of £660 for RefugeeEd to purchase microphones and teaching supplies to enable teaching and teacher training within refugee communities around Europe.

4. Wycombe Refugee Partnership remains our primary local partnership, with a donation of £1,000 in funding provided for a hardship fund to be used to support any of their hosted families in particular need. Locally we also funded the Care4Calais Heathrow group with £122.77 to deliver a kids club and provide school supplies (backpacks, pencil cases and water bottles) to

children accommodated in an asylum seekers hotel near Heathrow airport. This was part of a larger £500 grant which rolls into the new financial year. In support of Care4Calais and a number of other local beneficiary charities we also spent £170 on mobile phone chargers coordinated by a local community initiative based in Maidenhead called Phones4Them. Phones4Them collected second hand (still working) mobile phones, wiped them and equipped them with a charger and sim card for distribution to asylum seekers in the hotels who lacked mobile phones which are vital to connect them to lawyers, volunteers and support services.

5. We have expanded our network of partner charities around Europe and beyond; offering small grants that support the meeting of basic needs for people on the move and refugees living in challenging environments where basic amenities are often lacking. These have included:
  - i. £500 for the ForRefugees Winter Warmer appeal, match funded by public donations.
  - ii. £500 Calais Food Collective for mobile drinking water supplies in and around Calais
  - iii. £300 for the Free Shop Lebanon to purchase basic clothing supplies
  - iv. £192.80 in supplies for the Ankaa gardening project which enables refugees to grow healthy food and learn gardening skills
  
6. Our fundraising programme included a significant focus on Refugee Week; with our annual plant sale taking place at the Ark Cafe, and individual fundraisers undertaking our “On the Move for Refugees” challenge to walk, cycle, run or swim in support of displaced people worldwide. We also undertook awareness raising presentations within local faith groups, school engagements, fundraising collections, book displays in the library and bookshop, social media activities and an interview on River Radio. In total Refugee Week 2022 raised £1,982.32.
  
7. We have two corporate partnerships with local businesses; CandleCalm who give £5 from the sale of every “Sanctuary Candle” and inklöver who donate £3 from the sale of every Peter Martin Marlow Teatowel. In total these partnerships raised £430 within this financial year. We are very grateful for the ongoing support of these local creative enterprises.
  
8. To deliver on our charitable goals we are proud to have an active group of volunteers who assist us with event planning, production of a newsletter,

financial management and events delivery.

9. We provide regular updates through a newsletter to a database of interested people (GDPR compliant). We also communicate to our network of supporters through Facebook and Instagram, sharing relevant updates from our partners and latest news developments affecting refugees and asylum seekers.
  
10. We gratefully receive £535 in regular monthly donations from a network of supporters including a monthly donation of £250 from the Farnfield Charitable Trust which is an unrestricted fund. Additionally, throughout the year we receive ad-hoc donations from groups and individuals in support of our work.
  
11. We were excited to be the beneficiary charity for the Oh Shala festival in August 2022 with £5 from every ticket sold donated to MRA. MRA trustees presented at the event and were able to raise awareness amongst attendees of the challenges facing displaced people around the world and the importance of community action to address these challenges.







CHARITY COMMISSION  
FOR ENGLAND AND WALES

|  |                               |
|--|-------------------------------|
| Charity Name<br><b>Marlow Refugee Action</b> | No (if any)<br><b>1180428</b> |
|--|-------------------------------|

## Receipts and payments accounts

|                        |                                |    |                              |
|------------------------|--------------------------------|----|------------------------------|
| For the period<br>from | Period start date<br>10/1/2021 | To | Period end date<br>9/30/2022 |
|------------------------|--------------------------------|----|------------------------------|

### Section A Receipts and payments

|   | Unrestricted funds<br>to the nearest<br>£ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ |
|---|---|--------------------------------------|-------------------------------------|---------------------------------|
| <b>A1 Receipts</b>                                    |   |                                      |                                     |                                 |
| Donations   | 13,226                                    | 14,549                               | -                                   | 27,775                          |
| Fundraising events                                    | 2,547                                     | -                                    | -                                   | 2,547                           |
| Payment error   | 550                                       | -                                    | -                                   | 550                             |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
| <b>Sub total (Gross income for AR)</b>                | <b>16,323</b>                             | <b>14,549</b>                        | <b>-</b>                            | <b>30,872</b>                   |
| <b>A2 Asset and investment sales, (see table).</b>    |   |                                      |                                     |                                 |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
| <b>Sub total</b>                                      | <b>-</b>                                  | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        |
| <b>Total receipts</b>                                 | <b>16,323</b>                             | <b>14,549</b>                        | <b>-</b>                            | <b>30,872</b>                   |
| <b>A3 Payments</b>                                    |   |                                      |                                     |                                 |
| Grants  | 15,206                                    | -                                    | -                                   | 15,206                          |
| Cost of fundraising events                            | 92  | 432                                  | -                                   | 524                             |
| Stationery, domain renewals                           | 310                                       | 247                                  | -                                   | 557                             |
| Bank charges  | 92  | -                                    | -                                   | 92                              |
| Payment error   | 550                                       | -                                    | -                                   | 550                             |
| Household supplies                                    | -   | 200                                  | -                                   | 200                             |
| Language tuition, books                               | -   | 4,144                                | -                                   | 4,144                           |
| School shoes, trips, after school clubs               | -   | 856                                  | -                                   | 856                             |
|   | -   | -                                    | -                                   | -                               |
| <b>Sub total</b>                                      | <b>16,250</b>                             | <b>5,879</b>                         | <b>-</b>                            | <b>22,129</b>                   |
| <b>A4 Asset and investment purchases, (see table)</b> |   |                                      |                                     |                                 |
|   | -   | -                                    | -                                   | -                               |
|   | -   | -                                    | -                                   | -                               |
| <b>Sub total</b>                                      | <b>-</b>                                  | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        |
| <b>Total payments</b>                                 | <b>16,250</b>                             | <b>5,879</b>                         | <b>-</b>                            | <b>22,129</b>                   |
| <b>Net of receipts/(payments)</b>                     | <b>73</b>                                 | <b>8,670</b>                         | <b>-</b>                            | <b>8,743</b>                    |
| <b>A5 Transfers between funds</b>                     | <b>-</b>                                  | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        |
| <b>A6 Cash funds last year end</b>                    | <b>11,151</b>                             | <b>-</b>                             | <b>-</b>                            | <b>11,151</b>                   |
| <b>Cash funds this year end</b>                       | <b>11,224</b>                             | <b>8,670</b>                         | <b>-</b>                            | <b>19,894</b>                   |

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

| Categories           | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ |
|----------------------|--|------------------------------------|----------------------------------|
| <b>B1 Cash funds</b> |  | 11,224                             | 8,670                            |
|                      |  | -                                  | -                                |
|                      |  | -                                  | -                                |
|                      | <b>Total cash funds</b>                                | <b>11,224</b>                      | <b>8,670</b>                     |
|                      | (agree balances with receipts and payments account(s)) | OK                                 | OK                               |

| Categories                      | Details | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|
| <b>B2 Other monetary assets</b> |         | -                                  | -                                |
|                                 |         | -                                  | -                                |
|                                 |         | -                                  | -                                |
|                                 |         | -                                  | -                                |
|                                 |         | -                                  | -                                |
|                                 |         | -                                  | -                                |
|                                 |         | -                                  | -                                |

| Categories                  | Details | Fund to which asset belongs | Cost (optional) |
|-----------------------------|---------|-----------------------------|-----------------|
| <b>B3 Investment assets</b> |         |                             | -               |
|                             |         |                             | -               |
|                             |         |                             | -               |
|                             |         |                             | -               |
|                             |         |                             | -               |

| Categories  | Details | Fund to which asset belongs | Cost (optional) |
|---|---------|-----------------------------|-----------------|
| <b>B4 Assets retained for the charity's own use</b> |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |

| Categories            | Details | Fund to which liability relates | Amount due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|
| <b>B5 Liabilities</b> |         |                                 | -                     |
|                       |         |                                 | -                     |
|                       |         |                                 | -                     |
|                       |         |                                 | -                     |
|                       |         |                                 | -                     |

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

|           |            |
|-----------|------------|
| Signature | Print Name |
|           |            |
|           |            |

# CC16a

Last year

to the nearest £

|        |
|--------|
| 16,177 |
| 403    |
| -      |
| -      |
| -      |
| -      |
| -      |
| -      |
| 16,580 |

|   |
|---|
| - |
| - |
| - |

|        |
|--------|
| 16,580 |
|--------|

|        |
|--------|
| 16,243 |
| 1,231  |
| 85     |
| 72     |
| -      |
| -      |
| -      |
| -      |
| -      |
| 17,631 |

|   |
|---|
| - |
| - |
| - |

|        |
|--------|
| 17,631 |
|--------|

|   |        |
|---|--------|
| - | 1,051  |
| - | -      |
| - | 12,202 |
| - | 11,151 |



**Endowment funds to nearest £**

|   |
|---|
| - |
| - |
| - |
| - |

OK

**Endowment funds to nearest £**

|   |
|---|
| - |
| - |
| - |
| - |
| - |
| - |

**Current value (optional)**

|   |
|---|
| - |
| - |
| - |
| - |
| - |

**Current value (optional)**

|   |
|---|
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |

**When due (optional)**

|  |
|--|
|  |
|  |
|  |
|  |
|  |

**Date of approval**

|  |
|--|
|  |
|  |



Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
Marlow Refugee Action

On accounts for the year  
ended

30/09/2022

Charity no  
(if any)

1180428

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2022.

Responsibilities and  
basis of report

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

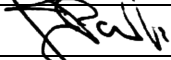
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed: 

Date: 29/05/2023

Name: Eric Pask FCCA

Relevant professional qualification(s) or body (if any): ACCA

Address: Flat 113 Banstead Court  
60 Westway

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

Empty box for disclosure details.

**MARLOW REFUGEE ACTION**

England & Wales - Charity number 1180428

---

# Accounts

---



## **Marlow Refugee Action: Trustees Annual Report for the period 1<sup>st</sup> October 2020 – 30<sup>th</sup> September 2021**

**Registration Number:** 1180428

**Address:**

8 Carver Hill Road  
High Wycombe  
Buckinghamshire  
HP11 2TY

**Trustees:**

Tania Baldwin-Pask

Vanessa Faulkner

Tom Doust

Sian Herschel

Julie Purves

Sarah Jones

Nicola Anne Monk

Suzanne Bell (appointed 16/05/2021)

### **Introduction**

The Trustees present their annual report and financial statement for the charity for the period 1<sup>st</sup> October 2020 – 30<sup>th</sup> September 2021. This is our third annual report, following the formation of the charity.

### **Charity Structure**

The charity is constituted under our Governing Document registered 24<sup>th</sup> October 2018. The Trustees that were appointed at the formation of the charity remain in place, having been invited to become Trustees by the founders, Vanessa Faulkner and Tom Doust. Suzanne Bell was appointed as a Trustee on 16<sup>th</sup> May 2021. The founders are expected to stand down in the near future.



The Trustees meet quarterly to agree the broad strategy and areas of activity for the Trust, including consideration of grant making, fund raising activities, awareness raising, recruitment of volunteers and the requirement for policies and procedures (such as Volunteer Code of Conduct, Disciplinary Procedures, Grievance Procedures, Safeguarding and GDPR).

Our Mission is 'Translating the Global Refugee Crisis into meaningful local action'.




## Objectives

We are still working with the objectives agreed in August 2020 when we held a strategic review where we identified three key focus areas:

- Firstly, building on what has been achieved already to grow the community of people in Marlow who care about the issues impacting refugee and want to support the work that is being done
  - Working with key groups such as schools
  - Finding innovative ways to tell the real life stories that describe the real issues and also the success stories
- Secondly, to build Partnerships locally and internationally, which are supporting refugees and delivering meaningful results
- Thirdly, to raise funds to support these Partnerships

This is represented in the following InfoGraphic:



| <b>Changing Hearts &amp; Minds</b><br>  | <b>Raising Funds</b><br>   | <b>Building Strong Partnerships</b><br>                              |
|--|---|---|
| <b>Why?</b>  |   |   |
| To expand and enthuse our community of local people who care about the refugee crisis & who want to get actively involved in fundraising, volunteering & campaigning | To fund the work of identified key partners - both those engaged in delivery of services to refugees & those who are working to influence the response to refugees globally | To be more than the sum of our parts: delivering meaningful outcomes for refugees by pooling resources, learning from each other & avoiding duplication |
| <b>What?</b>   |   |   |
| Let people know about the real issues facing refugees through effective & authentic reporting and story telling  | Focus on an achievable annual income target that makes a real difference to our partner organisations   | Identify and collaborate with key partners on projects, fundraising & campaigns which support our mission   |
| <b>Who?</b>  |   |   |
| Focus on schools, churches, community groups, businesses, local & national decision makers   | Fundraising activity focussed on Marlow & our surrounding community   | Identified international & local groups delivering meaningful outcomes for refugees   |
| <b>How?</b>  |   |   |
| Gather & share stories from refugees, volunteers & partners  | Through events, campaigns & individual giving   | Focus on medium & long term relationship building whilst providing immediate support where it is needed   |

## Achievements and Performance

Our key achievements over the period of this report are:

1. We continued to provide financial support for a leased building for the Legal Centre on Samos. Samos is one of the Greek Islands, just 5km from Turkey. This is our fourth year of providing support for them. Over the past year we have donated £3,195 towards the rent and running costs of a legal centre to provide free and independent legal counselling to assist refugees in navigating the Greek asylum procedure. The Centre provides a calm and professional space where lawyers from Avocats Sans Frontières France (ASF-France) in collaboration with volunteers from the Berlin Refugee Law Clinic can work with clients. This is covered by an ongoing single donor to MRA – see below.
2. In November 2020 we started as a new partnership with Action for Education in Greece. We have funded two projects: (i) funding for the Nest education centre on Samos (since moved to Athens); and (ii) accommodation support for refugee community teachers. In total we provided funding of £6,458.



3. Wycombe Refugee Partnership is our main local partnership. We have provided funding for various initiatives most recently a £1000 hardship fund to be used to support any of their hosted families in particular need.
4. We have formed a new partnership with Distribute Aid and are funding £3000 towards their logistics expansion into in-kind donations. As of September 2020 the money was already helping to get 2 big 'in-kind' shipments in transit with a benefit value of £257k.
5. We have also responded to requests for small grants, including additional grants to Just Action Samos and The Free Shop Lebanon.
6. Our ability to run fundraising events was impacted by COVID-19. Nevertheless, we held a number of awareness-building and fundraising events around Refugee Week (15-21 June 2020). This included "On the Move" where we raised funds by walking, cycling, running or swimming the distance between Marlow and Damascus. In total 4,172 km was travelled (just 55 km away from our final "virtual" destination). ~£3,000 was raised. This was also a great community event as we had participation from the children of Marlow Church of England Infant School who raised £419 by walking a lap of the school grounds every day.
7. Further support during Refugee Week came from another local school, Spinfield School, where the Year 6 students produced and sold eco bags for life, made from unwanted bed linen. This was done as part of their British Council International School Award and was achieved in partnership with Spinfield's link school in Rawalpindi, Pakistan. In total £305 was raised.
8. Other awareness-building and fundraising events included a plant sale, participation in an on-line event with Buckinghamshire Museum, an interview on Marlow FM and a hosted virtual evening with author Marion Molteno
9. We have an active group of volunteers who assist us with event planning, production of a newsletter, financial management and we also have an active prayer group.
10. We provide updates through a regular newsletter to a database of interested people (GDPR compliant).
11. We receive a number of regular donations including a monthly donation of £250 from the Farnfield Charitable Trust which is to support the Samos Legal Centre. This is a restricted fund.



## Financial Review

### Bank

|                                     |            |                   |
|-------------------------------------|------------|-------------------|
| Current account @ 1 October 2020    | £12,202.14 |                   |
| Current account @ 30 September 2021 | £11,151.07 |                   |
| Difference                          |            | <b>-£1,051.07</b> |
| Balance of Income over Expenditure  |            | <b>-£1,051.07</b> |

|                    | Expenditure       | Income            |
|--------------------|-------------------|-------------------|
| Bank charges       | £72.00            |                   |
| Books              |                   | £108.00           |
| Candles            | £106.62           | £295.00           |
| Donations          |                   | £16,177.41        |
| Expenses           | £84.89            |                   |
| Funding            | £16,243.36        |                   |
| Tickets            | £1,124.61         |                   |
| <b>Grand Total</b> | <b>£17,631.48</b> | <b>£16,580.41</b> |

### Income

|           |            |
|-----------|------------|
| Books     | £108.00    |
| Donations | £16,177.41 |
| Candles   | £295.00    |



Special details included in Donations below

|                               |         |
|-------------------------------|---------|
| Spinfield School              | £305.10 |
| Marlow CoE School (Sandygate) | £419.19 |
| Collecting boxes              | £109.67 |
| Plant sales                   | £575.83 |
| All Saints event              | £59.70  |

## Expenditure

|                        |            |
|------------------------|------------|
| Bank charges           | £72.00     |
| Candles                | £106.62    |
| Expenses               | £84.89     |
| Funding (detail below) | £16,243.36 |

|                                     |           |
|-------------------------------------|-----------|
| Action for Education                | £6,457.95 |
| ANKAA garden                        | £90.00    |
| Distribute Aid                      | £3,000.00 |
| InterEuropean Human Aid Association | £1,000.00 |
| Just Action                         | £500.00   |
| Samos Volunteers                    | £3,195.41 |
| Second Tree                         | £500.00   |
| The Free Shop Lebanon               | £300.00   |
| Wycombe Refugee Partnership         | £1,000.00 |
| Wycombe Youth for Christ            | £200.00   |

**MARLOW REFUGEE ACTION**

England & Wales - Charity number 1180428

---

# Accounts

---



## **Marlow Refugee Action: Trustees Annual Report for the period 1<sup>st</sup> October 2019 – 30<sup>th</sup> September 2020**

**Registration Number:** 1180428

**Address:**

8 Carver Hill Road  
High Wycombe  
Buckinghamshire  
HP11 2TY

**Trustees:**

Tania Baldwin-Pask

Vanessa Faulkner

Tom Doust

Sian Herschel

Julie Purves

Sarah Jones

Nicola Anne Monk (Appointed 20/09/2020)

### **Introduction**

The Trustees present their annual report and financial statement for the charity for the period 1<sup>st</sup> October 2019 – 30<sup>th</sup> September 2020. This is our second annual report, following the formation of the charity.

### **Charity Structure**

The charity is constituted under our Governing Document registered 24<sup>th</sup> October 2018. The Trustees that were appointed at the formation of the charity remain in place, having been invited to become Trustees by the founders, Vanessa Faulkner and Tom Doust. Nicola Monk was appointed to join the founding trustees on 10<sup>th</sup> September 2020.

The Trustees meet quarterly to agree the broad strategy and areas of activity for the Trust, including consideration of grant making, fund raising activities, awareness raising, recruitment of volunteers



and the requirement for policies and procedures (such as Volunteer Code of Conduct, Disciplinary Procedures, Grievance Procedures, Safeguarding and GDPR).




Our Mission is 'Translating the Global Refugee Crisis into meaningful local action'.

## Objectives

In June – August 2020 we held a strategic review where we identified three key focus areas:

- Firstly, building on what has been achieved already to grow the community of people in Marlow who care about the issues impacting refugee and want to support the work that is being done
  - Working with key groups such as schools
  - Finding innovative ways to tell the real life stories that describe the real issues and also the success stories
- Secondly, to build Partnerships locally and internationally, which are supporting refugees and delivering meaningful results
- Thirdly, to raise funds to support these Partnerships

This is represented in the following InfoGraphic:

| Changing Hearts & Minds<br>   | Raising Funds<br>  | Building Strong Partnerships<br>                                   |
|--|---|---|
| <b>Why?</b>  |   |   |
| To expand and enthuse our community of local people who care about the refugee crisis & who want to get actively involved in fundraising, volunteering & campaigning | To fund the work of identified key partners - both those engaged in delivery of services to refugees & those who are working to influence the response to refugees globally | To be more than the sum of our parts: delivering meaningful outcomes for refugees by pooling resources, learning from each other & avoiding duplication |
| <b>What?</b>   |   |   |
| Let people know about the real issues facing refugees through effective & authentic reporting and story telling  | Focus on an achievable annual income target that makes a real difference to our partner organisations   | Identify and collaborate with key partners on projects, fundraising & campaigns which support our mission   |
| <b>Who?</b>  |   |   |
| Focus on schools, churches, community groups, businesses, local & national decision makers   | Fundraising activity focussed on Marlow & our surrounding community   | Identified international & local groups delivering meaningful outcomes for refugees   |
| <b>How?</b>  |   |   |
| Gather & share stories from refugees, volunteers & partners  | Through events, campaigns & individual giving   | Focus on medium & long term relationship building whilst providing immediate support where it is needed   |



## Achievements and Performance

Our key achievements over the period of this report are:

1. We continued to provide financial support for a leased building for the Legal Centre on Samos. Samos is one of the Greek Islands, just 5km from Turkey. This is our third year of providing support for them. Over the past year we have donated ~£2,700 towards the rent and running costs of a legal centre to provide free and independent legal counselling to assist refugees in navigating the Greek asylum procedure. The Centre provides a calm and professional space where lawyers from Avocats Sans Frontières France (ASF-France) in collaboration with volunteers from the Berlin Refugee Law Clinic can work with clients.
2. We provided support to non-profit organisation Refugee4Refugees, who provide emergency relief to refugees and asylum seekers in Greece. Initially we provided £1,000 as an immediate response to the fire in Lesvos camp which left 13,000 people without shelter. We provided further funds (£3000) to help implement a food distribution centre in the new temporary camp.
3. We provided £5,000 to Collective Aid (a volunteer-run organisation that works to provide aid and support to refugees across Europe) as part funding towards a new vehicle to assist them in their distribution to refugees in and around Calais. This was to assist them in reaching the 1,500 people sleeping rough every night. In total they have four vehicles which carry volunteers and aid to where they need to go on a daily basis. We have close contact with a young Marlow resident who worked as a Warehouse Manager for Collective Aid, and was therefore able to provide us with regular feedback on activities.

In Q1 2020, ahead of the COVID-19 lockdown, 9 volunteers travelled from Marlow to Calais to provide volunteer assistance. The volunteer groups there work tirelessly to provide food and essential items to help people survive in the most basic of conditions.

4. Our ability to run fundraising events was impacted by COVID-19 but prior to the start of the pandemic we held events to both raise awareness and fundraise. This included 'Syrian Kitchens' held in a local restaurant where authentic Middle Eastern food was provided by Imad Alarnab. Imad and his family were one of the first refugee families to be settled by the Wycombe Refugee Partnership – a local charity who support families with legal refugee status in the UK and help them with housing, education, languages, job skills and friendships to aid integration with society. We have a close working relationship with Wycombe Refugee Partnership.
5. We have focused on supporting refugees and asylum seekers locally. This included hosting an information sharing event about refugees in this country with Sanctuary Hosting and



Asylum Welcome (Oxford).

6. We have continued to work with local schools to raise awareness of the global refugee crisis and the work of Marlow Refugee Action amongst students, parents and teachers. Most of this has been done remotely due to the COVID-19 pandemic, including the production of a video to be used in schools for Refugee Week.
7. We ran a number of fundraising and awareness building events for Refugee Week, 15<sup>th</sup> – 21<sup>st</sup> June 2020. This included:
  - a. A Solidarity Sleepout, where families were asked to swap their beds for sleeping bags and camp out in solidarity with those sleeping rough across Europe.
  - b. A Relay4Refugees, recognising that refugees often have to travel thousands of miles in search of a safe home, we asked people to run (or walk) a relay around Marlow
  - c. An online Syrian Supper Night In cooking session where Imad Alarnab provided recipes for a Syrian feast to be prepared in people's homes
  - d. A Plant Stall
8. We have an active group of volunteers who assist us with event planning, financial management and we also have an active prayer group.
9. We provide updates through a regular newsletter to a database of interested people (GDPR compliant).
10. We receive a number of regular donations including a monthly donation of £250 from the Farnfield Charitable Trust which is to support the Samos Legal Centre. This is a restricted fund.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

|  |                               |
|--|-------------------------------|
| Charity Name<br><b>Marlow Refugee Action</b> | No (if any)<br><b>1180428</b> |
|--|-------------------------------|

## Receipts and payments accounts

|                        |                                |    |                              |
|------------------------|--------------------------------|----|------------------------------|
| For the period<br>from | Period start date<br>10/1/2019 | To | Period end date<br>9/30/2020 |
|------------------------|--------------------------------|----|------------------------------|

### Section A Receipts and payments

|   | Unrestricted<br>funds<br>to the nearest<br>£ | Restricted<br>funds<br>to the nearest £ | Endowment<br>funds<br>to the nearest £ | Total funds<br>to the nearest £ |
|---|--|---|--|---------------------------------|
| <b>A1 Receipts</b>                                    |  |   |  |                                 |
| Donations   | 19,160                                       | 2,500                                   | -                                      | 21,660                          |
| Fundraising events                                    | 12,736                                       | -                                       | -                                      | 12,736                          |
|   | -  | -                                       | -                                      | -                               |
|   | -  | -                                       | -                                      | -                               |
|   | -  | -                                       | -                                      | -                               |
|   | -  | -                                       | -                                      | -                               |
|   | -  | -                                       | -                                      | -                               |
| <b>Sub total (Gross income for AR)</b>                | <b>31,896</b>                                | <b>2,500</b>                            | <b>-</b>                               | <b>34,396</b>                   |
| <b>A2 Asset and investment sales, (see table).</b>    |  |   |  |                                 |
|   | -  | -                                       | -                                      | -                               |
|   | -  | -                                       | -                                      | -                               |
| <b>Sub total</b>                                      | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        |
| <b>Total receipts</b>                                 | <b>31,896</b>                                | <b>2,500</b>                            | <b>-</b>                               | <b>34,396</b>                   |
| <b>A3 Payments</b>                                    |  |   |  |                                 |
| Grants  | 16,462                                       | 2,500                                   | -                                      | 18,962                          |
| Cost of fundraising events                            | 7,507  | -                                       | -                                      | 7,507                           |
| Stationery, domain renewals, advertising              | 188  | -                                       | -                                      | 188                             |
| Bank charges  | 77   | -                                       | -                                      | 77                              |
|   | -  | -                                       | -                                      | -                               |
|   | -  | -                                       | -                                      | -                               |
|   | -  | -                                       | -                                      | -                               |
|   | -  | -                                       | -                                      | -                               |
| <b>Sub total</b>                                      | <b>24,234</b>                                | <b>2,500</b>                            | <b>-</b>                               | <b>26,734</b>                   |
| <b>A4 Asset and investment purchases, (see table)</b> |  |   |  |                                 |
|   | -  | -                                       | -                                      | -                               |
|   | -  | -                                       | -                                      | -                               |
| <b>Sub total</b>                                      | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        |
| <b>Total payments</b>                                 | <b>24,234</b>                                | <b>2,500</b>                            | <b>-</b>                               | <b>26,734</b>                   |
| <b>Net of receipts/(payments)</b>                     | <b>7,662</b>                                 | <b>-</b>                                | <b>-</b>                               | <b>7,662</b>                    |
| <b>A5 Transfers between funds</b>                     | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        |
| <b>A6 Cash funds last year end</b>                    | <b>4,540</b>                                 | <b>-</b>                                | <b>-</b>                               | <b>4,540</b>                    |
| <b>Cash funds this year end</b>                       | <b>12,202</b>                                | <b>-</b>                                | <b>-</b>                               | <b>12,202</b>                   |

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

| Categories           | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ |
|----------------------|--|------------------------------------|----------------------------------|
| <b>B1 Cash funds</b> | Bank account   | 12,202                             | -                                |
|                      |  | -                                  | -                                |
|                      |  | -                                  | -                                |
|                      | <b>Total cash funds</b>                                | <b>12,202</b>                      | <b>-</b>                         |
|                      | (agree balances with receipts and payments account(s)) | OK                                 | OK                               |

|                                 | Details | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|
| <b>B2 Other monetary assets</b> |         | -                                  | -                                |
|                                 |         | -                                  | -                                |
|                                 |         | -                                  | -                                |
|                                 |         | -                                  | -                                |
|                                 |         | -                                  | -                                |
|                                 |         | -                                  | -                                |

|                             | Details | Fund to which asset belongs | Cost (optional) |
|-----------------------------|---------|-----------------------------|-----------------|
| <b>B3 Investment assets</b> |         |                             | -               |
|                             |         |                             | -               |
|                             |         |                             | -               |
|                             |         |                             | -               |
|                             |         |                             | -               |

|   | Details | Fund to which asset belongs | Cost (optional) |
|---|---------|-----------------------------|-----------------|
| <b>B4 Assets retained for the charity's own use</b> |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |
|   |         |                             | -               |

|                       | Details | Fund to which liability relates | Amount due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|
| <b>B5 Liabilities</b> |         |                                 | -                     |
|                       |         |                                 | -                     |
|                       |         |                                 | -                     |
|                       |         |                                 | -                     |
|                       |         |                                 | -                     |

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

|           |            |
|-----------|------------|
| Signature | Print Name |
|           |            |

**CC16a**



**Last year  
to the nearest £**

|   |
|---|
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |

|   |
|---|
| - |
| - |
| - |

|   |
|---|
| - |
|---|

|   |
|---|
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |

|   |
|---|
| - |
| - |
| - |

|   |
|---|
| - |
|---|

|   |
|---|
| - |
| - |
| - |
| - |



**Endowment funds  
to nearest £**

|   |
|---|
| - |
| - |
| - |
| - |

OK

**Endowment funds  
to nearest £**

|   |
|---|
| - |
| - |
| - |
| - |
| - |
| - |

**Current value  
(optional)**

|   |
|---|
| - |
| - |
| - |
| - |
| - |

**Current value  
(optional)**

|   |
|---|
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |

**When due  
(optional)**

|  |
|--|
|  |
|  |
|  |
|  |
|  |

**Date of approval**

|  |
|--|
|  |
|  |



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
**Marlow Refugee Action**

**On accounts for the year  
ended**

30/09/2020

**Charity no  
(if any)**

1180428

**Set out on pages**

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2020.

**Responsibilities and  
basis of report**

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

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

**Independent  
examiner's statement**

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

**Signed:** 

**Date:** 04/06/2021

**Name:** Eric Pask FCCA

**Relevant professional  
qualification(s) or body  
(if any):**

ACCA

**Address:**

113 Banstead Court  
60 Westway, East Acton  
London W12 0QJ

**Section B****Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

