



## **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 	Raising Funds 	Building Strong Partnerships 
<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  
**Marlow Refugee Action**

No (if any)  
**1180428**

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	10/1/2019		9/30/2020

### 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 £
<b>A1 Receipts</b>				
Donations	19,160	2,500	-	21,660
Fundraising events	12,736	-	-	12,736
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b> (Gross income for AR)	31,896	2,500	-	34,396
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total receipts</b>	31,896	2,500	-	34,396
<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>	24,234	2,500	-	26,734
<b>A4 Asset and investment purchases, (see table)</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total payments</b>	24,234	2,500	-	26,734
<b>Net of receipts/(payments)</b>	7,662	-	-	7,662
<b>A5 Transfers between funds</b>	-	-	-	-
<b>A6 Cash funds last year end</b>	4,540	-	-	4,540
<b>Cash funds this year end</b>	12,202	-	-	12,202

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

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

	Details	Unrestricted funds to nearest £	Restricted funds 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 £

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**Endowment  
funds**  
to nearest £

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OK

**Endowment  
funds**  
to nearest £

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**Current value  
(optional)**

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**Current value  
(optional)**

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**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.**