



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 1<sup>st</sup> January 2021 To 31<sup>st</sup> December 2021**

**Charity name: Elmbridge CAN**

**Charity registration number: 1180489**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>1) THE PREVENTION OR RELIEF OF HARDSHIP FOR THE PUBLIC BENEFIT AMONG REFUGEES, ASYLUM SEEKERS AND THEIR DEPENDANTS (THE 'BENEFICIARIES') LIVING IN SURREY, IN PARTICULAR BUT NOT LIMITED TO THE BOROUGH OF ELMBRIDGE, THROUGH:</p> <p>A. PROMOTING THE INCLUSION, INTEGRATION AND WELFARE OF REFUGEES AND ASYLUM-SEEKERS, BY ENCOURAGING A PUBLIC COMMITMENT TO BECOMING A PLACE OF WELCOME, ACCEPTANCE AND SAFETY,</p> <p>B THE PROVISION OF GRANTS AND MATERIAL DONATIONS PROVIDED TO THE BENEFICIARIES AND/OR OTHER CHARITIES OR ORGANISATIONS WORKING TO IMPROVE THEIR CONDITIONS OF LIFE,</p> <p>C. THE PROVISION OF RESETTLEMENT SUPPORT SERVICES INCLUDING ACTIVITIES THAT FACILITATE THE CULTURAL, SOCIAL AND ECONOMIC INTEGRATION OF THE BENEFICIARIES.</p> <p>2) TO ADVANCE THE EDUCATION OF THE PUBLIC IN GENERAL ABOUT THE ISSUES RELATING TO REFUGEES, ASYLUM SEEKERS AND THEIR DEPENDENTS</p>
Summary of the main	Para 1.17 and 1.19	During the early part of 2021 the

<p>activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</p>	<p>activities of Elmbridge CAN were constrained by further COVID19 related lockdowns, but we were able to continue to meet our Objectives, to support vulnerable refugee and asylum seeking individuals and families through the use of technology, ensuring families had access to the internet, providing ESOL lessons online and linking this with digital literacy. However, lockdown restrictions meant reduced direct activity in the local community: less ability in the first half of the year actively to attract and involve new volunteers in the work of the charity. But this all changed in mid August when there was a dramatic ramping up of the charity's activities with the arrival at a local hotel of over 200 evacuees from Afghanistan. As had been the case in 2016, at the birth of the charity, with influx of people escaping the Syrian civil war, people in the local community were profoundly moved by the plight of those fleeing the terror witnessed in Kabul and the charity was inundated with offers of material donations, financial aid and one to one support. As a consequence, the charity was able to work successfully in partnership with Elmbridge Borough Council and the Home Office to come the aid of these refugees, welcoming them to the community, making their lives more bearable in a new and strange environment and preparing them for new lives ahead.</p> <p>The charity also continued actively to provide practical, social and emotional for support the 25 refugee families settled in local rental properties since 2016.</p> <p>During the course of the year the size and scope of the charity grew dramatically, enabling it to meet its objectives and needs of those it supports. Trustees were mindful of the need to ensure that the charity has a sustainable future and of the action necessary to achieve this, particularly in the context of this being a volunteer based organisation.</p> <p>In this changed situation the trustees considered the risks facing the charity and were satisfied that systems were in place to manage those risks. All significant risks were compiled into a risk register which was regularly reviewed by trustees. Policies and procedures were developed and were updated as necessary in order to mitigate the risks: volunteers were trained in relation to these as appropriate.</p>
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Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.
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### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	N/A
Other		N/A

## **Achievements and Performance**

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The months from August onwards involved frenetic activity levels as a consequence of our efforts to meet the needs of the 200+ Afghan individuals, many of them children, billeted at a local hotel. We set up twice weekly ESOL classes, and organised innovative activities such as magic shows for children and yoga classes for women in an effort to ease the pain of the transition from the terrors experienced to their new environment. Towards the end of the year a major new digital literacy project was launched, involving the provision of laptop computers for every family accompanied by IT training.</p> <p>Whilst much of the charity's focus</p>

		<p>was on the Afghan refugees at the hotel we continued to search for suitable accommodation for refugees in the private rental market. We were successful in finding and equipping two flats which were happily occupied by two Afghan families.</p> <p>Previously re-settled families were supported in many ways: help with gaining employment, in ensuring children were sufficiently equipped to gain from their education, in making sure that families had access to effective medical resources, providing advocacy on state benefits and other issues. Such advocacy included successfully enlisting the support of the local MP in supporting the processing of individual claims for asylum.</p> <p>A 'Road Map' was developed during the year which captured the essence and details of how the charity provides welcome and security, and facilitates the gaining of independence for those it supports. This has acted as a template, and guide, for volunteers in their support of refugee and asylum seeking families. It captured the two way partnership nature of the relationship those in the charity have with those supported, and the benefits both derive.</p> <p>In order to lay the foundations of the sustainability of the charity the decision was taken towards the end of the year to appoint the charity's first paid member of staff: a part time administrator who, amongst other duties, would receive, screen and progress the mass of volunteer applications received from potential volunteers, thereby free up time of the volunteer Director and other senior volunteers in the core team to focus directly on delivering our expanding services.</p>
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#### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
		N/A



Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	N/A
Other		N/A

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity had cash in the bank of £46,682 at the end of the year which is more than adequate to meet its funding needs.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	No reserves held during 2021.
Amount of reserves held	Para 1.22	£0
Reasons for holding zero reserves	Para 1.22	Funding and grants allocated by the Charity are agreed, usually on a one-off basis, with reference to the balance of cash available, so no reserves are required.
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The Charity is a going concern.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	N/A
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	N/A
Other		N/A

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	The constitution is of a Charitable Incorporate Organisation whose only voting members are its Charity Trustees.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Constituted as a Charitable Incorporate Organisation whose only voting members are its Charity Trustees.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Every Trustee appointment follows full consultation with all existing Trustees. The Trustees will have regard to the skills, knowledge and experience needed for the effective management of the CIO.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	N/A
The charity's organisational structure and any wider network with which the charity works	Para 1.51	N/A
Relationship with any related parties	Para 1.51	N/A
Other		N/A

## Reference and Administrative details

Charity name	Elmbridge CAN
Other name the charity uses	
Registered charity number	1180489

Charity's principal address	18 Hare Lane Claygate Esher KT10 9BS

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Steve Wells	Chair		
2	Tom Citroen			
3	Phil Mitchell	Treasurer		
4	Liz Anderson			
5	Jenny Chattock			
6	Hannah Addison			
7	Suzy Mellor			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## Corporate trustees - names of the directors at the date the report was approved

Director name		
N/A		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		


## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
	N/A	

#### Name of chief executive or names of senior staff members (Optional information)

N/A
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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A
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## Other optional information

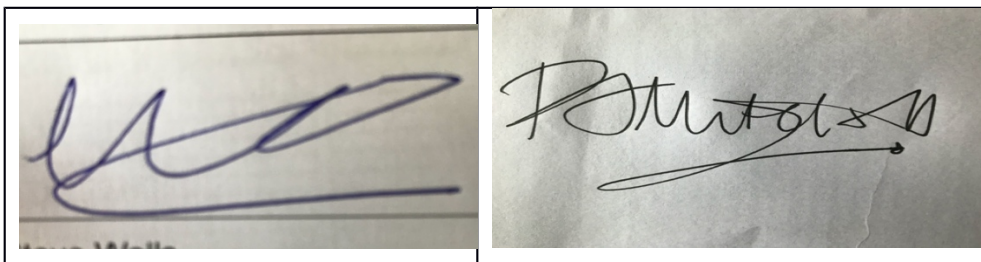
N/A
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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Steve Wells

Phil Mitchell

Position (eg  
Secretary, Chair, etc)

Chair

Treasurer

Date

30<sup>th</sup> October 2022





## Receipts and payments account

For the period from	Period start date 01-Jan-21	To
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
<b>A1 Receipts</b>			
General donations	42,746	-	-
Specific donations	-	19,500	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>42,746</b>	<b>19,500</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>			
	-	-	-
	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>42,746</b>	<b>19,500</b>	<b>-</b>
<b>A3 Payments</b>			
Direct expenditure - support to refugees, costs incurred by volunteers etc	31,400	2,434	-
Indirect expenditure - bank charges, volunteer training, DBS checks etc	1,989	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
<b>Sub total</b>	<b>33,389</b>	<b>2,434</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>			
	-	-	-
	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>33,389</b>	<b>2,434</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>9,357</b>	<b>17,066</b>	<b>-</b>
<b>A5 Transfers between funds</b>	1 -	-	30/10/2022

<b>A6 Cash funds last year end</b>	20,258	-	-
<b><i>Cash funds this year end</i></b>	29,615	17,066	-

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

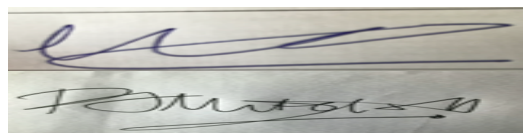
Categories	Details	Unrestricted funds to nearest £
<b>B1 Cash funds</b>	Cash at bank (TRIODOS)	29,357
	Petty cash	258
		-
	<b>Total cash funds</b>	<b>29,615</b>
	(agree balances with receipts and payments account(s))	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £
		-
		-
		-
		-
		-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs
<b>B5 Liabilities</b>	Details	Fund to which liability relates
CCXX R3 accounts (SS)	3	30/10/2022

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



Signature

Print N



<b>Steve V</b>
<b>Phil Mit</b>

180489

units

 Period end date  
 31-Dec-21

CC16a



Total funds

Last year

to the nearest £

to the nearest £

42,746	27,467
19,500	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
62,246	27,467

-	
-	-
-	-

62,246	27,467
--------	--------

33,834	21,387
1,989	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
35,823	21,387

-	
-	
-	-

35,823	21,387
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26,423	6,080
-	-

20,258	14,178
46,681	20,258

Restricted funds	Endowment funds
to nearest £	to nearest £
17,066	-
-	-
-	-
17,066	-
OK	OK

Restricted funds	Endowment funds
to nearest £	to nearest £
-	-
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Amount due (optional)	When due (optional)
-	
-	

-	
-	
-	

ame	Date of approval
<b>Nells</b>	<b>30-Oct-21</b>
<b>chell</b>	<b>30-Oct-21</b>



**Independent examiner's report to the trustees of Elmbridge Can Charity  
Number 1180489, 18 Hare Lane, Claygate, KT10 9BS.**

I report to the trustees on my examination of the accounts of the Elmbridge Can Charity number 1180489 for the year ended 31 December 2021.

**Responsibilities and basis of report**

As the charity trustees of the Charity 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 Charity'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.

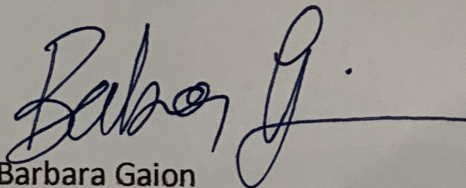
**Independent examiner's statement**

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

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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:



Name: Barbara Gaion

Address: 20 Oak Road, KT11 3BA Cobham, Surrey

Date: 15 October 2022