



**Trustees' Annual Report (including Directors' report) and Annual
Financial Statements up to end December 2020**

Falmouth and Penryn Welcome Refugee Families

Charity number: 1181196

Falmouth and Penryn Welcome Refugee Families

Report of the Trustees for the year ended 31 December 2020

Administrative Information

Charity Name:	Falmouth and Penryn Welcome Refugee Families
Charity registration number:	1181196
Registered office:	PO Box 25, Jubilee Wharf, Commercial Road, Penryn, Cornwall, TR10 8FG

Trustees

Trish Coleman (up to 15 June 2020)
Linda Coles (from 15 June 2020)
Caroline Cox (from 15 June 2020)
Jill Dunn (up to 15 June 2020)
Jayne Howard (up to 15 June 2020)
Elaine Johnson (from 15 June 2020)
Rufus Maurice
Jude Munden
Hannah Stephens
Bea Shrewsbury
Glyn Winchester (from 15 June 2020)
Tamara Young

Officers

Chair	Jude Munden
Vice-chair	Jayne Howard (up to 15 June 2020) Caroline Cox (from 15 June 2020)
Treasurer	Tamara Young
Secretary	Bea Shrewsbury

Note: From March 2021 the role of Treasurer was taken over by Bea Shrewsbury and the role of Secretary was taken over by Jayne Howard.

Purpose

The objects of the charity as set out in its constitution are:

- the relief or prevention of poverty and the preservation and protection of health amongst those granted refugee status or who have been granted asylum by the Home Office and who reside or wish to reside in Falmouth and Penryn;
- to advance the education and training of those granted refugee status or who have been granted asylum by the Home Office and their dependents who reside or wish to reside in Falmouth and Penryn and are in need thereof so as to assist them to adapt within a new community.

The purpose of the charity is to sponsor and welcome one or more refugee families into the local area and support them as they rebuild their lives.

Activities

The first Syrian family to be welcomed by the charity arrived in early December 2019 and the primary focus of our activities in 2020 was to help the family to settle in the local area.

Our initial activities (prior to the Covid pandemic) included:

- Support with accessing education, ESOL, health services, benefits and orientation to the local area
- Establishing relationships between volunteers and the family to support them with child care, access to local facilities, shopping
- Provision of ESOL services to the family by volunteers
- Providing access to opportunities for the children to engage in non-school activities, such as forest schools and music workshops
- Liaising between and providing support to the school and family to ensure the best experience for the children
- Liaison with health services and support to the family to access specialist services as required
- Fundraising to ensure a robust financial position in preparation for the arrival of a second family

As the Covid pandemic hit in early March 2020 this had a massive impact on the way in which the charity was able to carry out its functions. Our support was provided remotely and there were additional challenges in enabling all family members to access online services – whether for health, education, adult education, work, benefits and leisure. Our teams worked tirelessly to overcome these challenges and learn and share new skills.

For ESOL provision, with the introduction of the first lockdown restrictions, we immediately switched to online lessons. One of our teachers researched Zoom as a platform and quickly trained our other teachers in its use. Our students' laptop provision was checked and updated when necessary. When Covid restrictions were eased, we took advantage of these and operated distanced, face to face lessons outdoors when weather permitted. Another Covid knock-on effect was that lockdown meant that our students had few opportunities to get out and practise their language skills but conversations were also offered on Zoom.

A team of volunteers worked to give online tuition to the children when their school was closed during the pandemic. Regular sessions were held on Zoom to teach phonics, literacy and maths. When schools reopened the team liaised with the school to ensure an early return for the children when only vulnerable children and the children of key workers were at school. This

assisted the children in learning more English in a smaller peer group than normal.

Fundraising events were also put on hold; however the charity continued to attract donations and our income was £18,476 for the year. This was a significant decrease from £35,922 in the previous year.

We provided training and support to volunteers and although we were not actively recruiting during this period, we continued to add to our volunteers as more people became aware of our work.

Alongside our work to support the family we also worked on an application to resettle a second family, which involved finding accommodation with a sympathetic landlord, assisting the landlord with fitting out the property, further liaison with public services and submitting an application (which was successful) to the Home Office to welcome a second refugee family.

In carrying out its activities, the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Achievements

Our key achievement during this period was being able to support a refugee family to resettle in a new country, despite the massive challenges provided by the Covid pandemic.

Specific achievements include:

- Setting up effective remote learning, (remotely!) with a family who spoke no English and had few IT skills
- Continuing to support volunteers when they were isolating
- Adapting communication methods quickly
- Running Summer activities for the wider refugee community, including two skate workshops and a 3-day music summer school supported by <https://musicabilitycic.uk>
- When the children returned to full time school, teachers remarked that the children had made good progress in their home learning.
- The team has supported the family to gain an understanding of school life in the UK, and the different expectations on parents being involved in school life in the UK.

Public benefit

Through this work the charity has made a significant difference to the life of this family with young children, who were displaced by the war in Syria and were living in unstable circumstances that made them vulnerable. We have also supported other refugee families in the area, enabling their children to access a wide range of play and educational opportunities. In addition, the charity has had an impact on the wider community by raising awareness of the plight of refugees, galvanising support, bringing a broad range of people from the local community together and providing volunteer opportunities.

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) and was constituted on 13 December 2018. It is governed by a constitution with a memorandum and articles of association.

Trustees are elected from the membership and are appointed on a three year basis. Each year one third of trustees are required to stand down (normally the longest-serving trustees, otherwise drawn by lot). Trustees can stand for re-election. There is a minimum of five and a maximum of twelve trustees.

We were able to continue to provide online training and development for Trustees and new volunteers, including safeguarding training and cultural awareness training. Trustees and other

volunteers also participated in online meetings with other Community Sponsorship groups on developing exit strategies and the impact of the pandemic.

As the charity develops and new trustees are appointed they will receive an induction with the Chair and Vice Chair as well as any specialist training or development that might be required e.g. safeguarding, equality and diversity training. All trustees have a copy of 'The Essential Trustee' and the policies and procedures of the charity.

The trustees, whilst retaining full legal responsibility for the operation of the charity, can also co-opt other members to join the board to bring specialist knowledge or skills. During the period covered by this report the trustees co-opted 10 people to support their decision-making with expertise in ESOL provision, Syrian culture and language, housing, communications, health services and governance.

The charity participates in local and national refugee networks, taking advantage of events, resources and training provided as required.

Volunteers

Volunteers are central to the work of the charity. The charity has no paid employees and its befriending, ESOL teaching and other family support is all provided by volunteers.

Financial review

See the Annual Financial Statements that follow for details of income and expenditure during this period. Trustees approved the opening of separate accounts, all in the name of the charity, to enable clearer management and understanding of budgets to support each family and to deliver on wider objectives.

Falmouth and Penryn Welcome Refugee Families

Balance Sheet Comparison

As of December 31, 2020

	TOTAL	
	AS OF DEC 31, 2020	AS OF DEC 31, 2019 (PY)
Fixed Asset		
Total Fixed Asset		
Cash at bank and in hand		
Current Account	21,179.52	21,660.57
Family 1 Account	155.11	6,733.50
Family 2 account	9,000.00	0.00
Original Account - no longer used	0.00	0.00
Petty Cash	12.00	0.00
Total Cash at bank and in hand	£30,346.63	£28,394.07
Current Assets		
Cash Control	0.00	0.00
Free school meal loan	0.00	0.00
Lilyann Loan	1,495.60	0.00
Total Current Assets	£1,495.60	£0.00
NET CURRENT ASSETS	£31,842.23	£28,394.07
Creditors: amounts falling due within one year		
Current Liabilities		
Accruals	0.00	0.00
Suspense	0.00	0.00
Total Current Liabilities	£0.00	£0.00
Total Creditors: amounts falling due within one year	£0.00	£0.00
NET CURRENT ASSETS (LIABILITIES)	£31,842.23	£28,394.07
TOTAL ASSETS LESS CURRENT LIABILITIES	£31,842.23	£28,394.07
TOTAL NET ASSETS (LIABILITIES)	£31,842.23	£28,394.07
Capital and Reserves		
Retained Earnings	28,394.07	1,260.80
Profit for the year	3,448.16	27,133.27
Total Capital and Reserves	£31,842.23	£28,394.07

Falmouth and Penryn Welcome Refugee Families Profit and Loss

		2020	2019
Total			
Income			
Events		3,762.73	6,303.80
Donations and legacies		5,296.91	25,923.48
Gift Aid and Grants		4,685.15	3,695.65
Merchandise Sales		3,964.11	0.00
Other income		768.00	0.00
Total Income	£	18,476.90	£ 35,922.93
Cost of Sales			
Cost of sales (Event expenses)		3,034.27	1,145.12
Total Cost of Sales	£	3,034.27	£ 1,145.12
Gross Profit	£	15,442.63	£ 34,777.81
Expenses			
Advertising/Promotional		0.00	200.00
Charitable activities		7,078.83	4,103.57
Interpretation and translation		1,332.40	750.00
Office/General Administrative Expenses		936.53	425.74
Training		376.20	904.43
Charitable Donations		1,970.51	0.00
Repairs and Maintenance		0.00	0.00
Bad Debt		300.00	
Total Expenses	£	11,994.47	£ 6,383.74
Net Operating Income	£	3,448.16	£ 28,394.07
Net Income	£	3,448.16	£ 28,394.07

The Financial statements have been independently examined and verified by Nicola Elsworth ACA a practicing member of the Institute of Chartered Accountants in England and Wales

The trustees declare that they have approved the Trustees' Annual Report and Annual Financial Statements

Signed on behalf of the charity's trustees:

Name and position in organisation: Jude Munden, Chair

Date: 9th September 2021