

# **WEST LONDON WELCOME**

Registered Charity Number: 1183261

**Annual Report and Financial Statements for the Year Ended  
31<sup>st</sup> May 2023**

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## Charity Details

### Trustees

Joanna Farquharson (Chair)

Rupesh Chatwani

Seema Alibhai

Mohammed Reza Beyad

Savraj Kaur Chopra

Antonia Benfield (appointed 21/11/2022)

Efthymia Stathopoulou (appointed 14/12/2022)

Coco Campbell (appointed 08/02/2023)

Betul Piyade (appointed 27/09/2023)

### Executive Director

Joanne MacInnes

### Deputy Executive Director

Leyla Williams

### Registered Address

PO Box 78236, London W14 4HQ

### Charity Number

1183261

### Independent Examiner

Shruti Soni FCCA FCIE

Shruti Soni Limited

Chartered Certified Accountants

117A St. Johns Hill, Sevenoaks, TN13 3PE

Bankers

Metro Bank PLC

# Report of the Trustees for the Year Ending 31st May 2023

The Trustees of West London Welcome present their report and independently-examined financial statements for the year ending 31st May 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the accounts. They comply with the charity's governing document, the Charities Act 2011, and the Accounting and Reporting by Charities: Statement of Recommended Practice ("SORP"), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland.

### Status and Organisational Structure

The charity's constitution is its governing document. The charity was registered on 7th May 2019 as a charitable incorporated organisation (CIO) and took over all assets, liabilities, and operations from the unincorporated association of the same name.

The trustees are appointed by the Board of Trustees, in consultation with the existing trustees. The constitution requires the Foundation to have a minimum of three trustees each of which has one vote. New trustees are provided with information on trustee guidelines as prepared by the Charity Commission, and information on the charity as appropriate. Briefing discussions are held with the current trustees. Trustees are requested annually to confirm any related party transactions.

Trustee positions are advertised in the public domain and voted in by the Board.

### Charity's Objectives

West London Welcome is a daytime drop-in service based in Hammersmith for refugees, asylum seekers and migrants. The objectives of the charity are:

- (1) To advance education and relieve financial hardship amongst those seeking asylum, those granted refugee status and migrants particularly by the provision of legal and other advice.
- (2) To provide or assist with the provision of facilities for recreation or other leisure time activity for refugees, asylum seekers, migrants and their dependents in the interests of social

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welfare with the object of improving their conditions of life and assisting their inclusion into the wider community, in particular but not exclusively by the provision of a drop-in centre.

Based on these objectives, the charity has developed a set of broader strategic aims:

- (1) to reach local refugees, asylum seekers and migrants who need our support within the borough and wider London area;
- (2) to help people to make positive transitions in their lives by overcoming practical barriers;
- (3) to help people overcome the language barriers preventing them gaining employment, accessing education and integrating into the community;
- (4) to provide immediate relief from poverty, hunger, isolation and health issues; and
- (5) to support people to feel connected to the community and the local community to be supportive to refugees, asylum seekers and migrants.

### **Public Benefit**

The Trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

### Annual Review of Activities, Achievements and Performance

West London Welcome is committed to four long-term strategic aims as an organisation: **building community, delivering advice, advocacy, and becoming sustainable.** We are proud to have made considerable progress with our aims this financial year.

This year we were also committed to four short-term organisational goals: developing **roles and responsibilities for people with lived experience of refuge or migration**, developing our **Board of Trustees**, expanding and developing our **advice team**, and developing our **‘know your rights’ work**.

#### Building community

At the heart of West London Welcome is our community-building work, which is based in our community centre – a home away from home for members of our community.

##### *Development of roles and responsibilities for people with lived experience*

In 2022–23 our executive team and Board committed to developing roles and responsibilities for people with lived experience of refuge or migration at all levels of the organisation, from volunteers to staff and trustees. We are determined that those involved in the running of West London Welcome reflect as much as possible the diverse community we are supporting.

Mounia Aqim, a long-time member of West London Welcome whom we have supported since the charity’s inception and who has lived experience of the issues facing others in our community, joined us as Community Outreach and Operations Worker. She supports the work of Mehri Madadi, our Community Outreach and Operations Manager (who also has lived experience), helping to run the day-to-day operations of the building, supporting with donations organisation, translating for our advice team in English, Arabic, Spanish and French, and assisting with trips and general admin.

In February 2023 we started opening the centre on Friday afternoons. During this time, sessions are led by members of our community with lived experience, and the space is used as people wish, for socials, snacks, and creative activities.

We have also continued to ensure priority is given to members of our community with lived experience for volunteering opportunities at the centre. Currently, those with lived experience

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are our main cooks; run the knitting group; welcome and register people at reception; are running the foodbank distribution; run the teas and coffees throughout the day; and are the bedrock of our translation service within the advice team. They also lead outings to museums, parks and London landmarks.

We recruited a new Trustee with lived experience of the UK asylum system from within our existing community. This person has become a liaison figure between the members of our community and the Board of Trustees, highlighting the key issues facing refugee, asylum-seeking and migrant people at the centre through facilitation of a Lived Experience group that feeds back to the Board.

### *Activities at the centre*

This year we have expanded the use of our community space with an increased number of activities.

### **By the numbers:**

- Over the course of the year, we supported more than **600** individuals, not including their extended family members
- Opened **48** weeks in the year for in-person contact
- We opened for community members all day for **192** days
- Cooked **192** buffet lunches, serving **9,600** individual meals
- The majority of community members attend more than **once** a week
- **17** Outings to London attractions and the seaside.
- We have more than **200** visits a week with members registered from **68** countries, speaking **45** different languages: predominantly Arabic, Farsi, Amharic and Spanish.
- **75%** of our beneficiaries are people seeking asylum. The remaining have received refugee status or are migrants.
- WLW benefitted from more than **95** active volunteers, **20%** of who are also beneficiaries, who collectively gave more than **20,000** volunteer hours.

On Tuesdays and Thursdays we continue to run English classes, art, childcare, advice clinics, a foodbank in partnership with the Felix Project, and hot lunches. On Wednesdays our members take classes in knitting and sewing, yoga, fitness and book club.

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We are newly open on Fridays, bringing the number of days we are open each week to four. On Friday mornings we run a new group for new mothers and babies, led by an experienced volunteer. Our new member-led socials take place every Friday afternoon.

Senegalese musician, Dembis Thioung, runs drumming evenings at our centre throughout the year, and West London Welcome staff run several games and music evenings.

We occasionally also run larger events that we open up to our friends and networks. Our annual Refugee Week Summer Party in June was a celebration of all we do and love about our community – games, music, food, dancing. In October, we hosted Exiled Writers Ink, a group of writers from repressive regimes and war-torn situations, for a special evening of performances from writers from around the world.

Our Community Outreach and Operations Manager, Mehri, continues to organise regular outings so our members can explore the city. This year our outings included visits to the Royal Albert Hall, Bush Theatre, Kew Gardens, Sky Garden and city walks led by Blue Badge Guides.

We have also been busy developing our garden this year. Our supporter Karen Liebreich from Abundance London put us in touch with Panoramic Landscape Contractors, who arranged six new raised beds for us with which we have been growing fruit, veg and flowers.

Our members have blossomed and developed their skills at our Wednesday creative classes this year. Pari, a member of our community from Iraqi Kurdistan, who had never picked up a needle and thread before joining our sewing group, was a winner of the London Churches Refugee Fund's Christmas card competition with her embroidered snowy design. Pari said that "learning embroidery at WLW helped me to cope with pain and loneliness."

### ***Our Chiswick satellite group***

The enduring hard work of our Chiswick satellite group, run by volunteers Rachel Le Mesurier and Harriet Morgan, focuses on supporting people living in two local asylum hotels. This year they continue to run their weekly Tuesday sessions of socialising, English lessons and creative activities for local asylum-seeking people, as well as their Friday coffee meetings in partnership with the supportive Chiswick Cinema.

In August 2022 the Chiswick Cinema hosted Handa Ibragheeth, a Palestinian refugee member of both our Chiswick and Hammersmith communities, to speak at the screening of *Fadia's Tree*. The film, produced by Susan Simnett who spoke on stage with Handa, tells the story of a



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Palestinian whose family was exiled in 1948. This was a vital opportunity for Handa's lived experience to be heard by the public, and she told her story movingly.

We were thrilled to have won a community award from the Chiswick Calendar in January 2023. Editor Bridget Osborne has now interviewed two of our asylum-seeking members and written sensitive pieces about their experiences.

### **Delivering advice**

This year we have expanded and developed our advice team and its related activities to enable our members to understand their rights and access advice on the asylum system, housing and other issues.

#### ***Expanding and developing our advice team***

We began 2023 by hiring a new Senior Caseworker, Alison Curtis, who is supporting our members with advice and casework on housing, benefits, the asylum system, and much more. The casework needs of local refugees, asylum-seeking people and migrants are ever-increasing, and we are committed to ensuring these are met with our expert advice. Alison joined us as a highly experienced generalist advisor from Citizens Advice.

All of our more than 300 weekly community members are able to access advice from our casework team at our busy weekly drop-ins. Our small advice team consists of dedicated advisors, support workers, volunteer casework assistants and volunteer translators.

The most recent survey data of our community members shows that over 70% received advice on a range of housing, benefits, or immigration issues in a typical week. 90% of the community members we assisted with casework support told us that they feel more confident about life in the UK as a result of our support.

#### ***Access to legal aid***

We have continued to build relationships with legal aid lawyers across London who represent our members for their asylum claims and support them with legal advice in times of great need. We found 30 people legal aid lawyers this year, and worked closely with them to resolve their immigration statuses. In addition, the advice team worked to improve relationships and communication breakdowns with the existing lawyers of a large number of community members.

### **Case study: Lihn's Story**

When we first met Lihn at West London Welcome in 2021, she had recently claimed asylum and was vulnerable, isolated and desperately missing her young children after she had fled Vietnam for her safety without them. Lihn was a regular visitor to our centre, visiting twice a week and volunteering in our free clothes shop on a third day. Despite speaking limited English she quickly made many friends, and was a well-loved member of the community. But despite the warmth and support she found at the centre, she was often tearful and could barely sleep. Our casework team, English teachers and volunteers worked closely with her to support her through the asylum process and improve her health and confidence over time.

As someone seeking asylum and living in a local Home Office hotel, Lihn was banned from working or claiming benefits, and had to live on just £8 a week from the Home Office for two years, severely impacting her self-esteem and ability to plan for the future. Staff and volunteers at West London Welcome had to constantly give her hope.

We found Lihn an excellent legal aid lawyer, Milla Walker at Luqmani Thompson, and worked closely with Lihn and Milla to support her through navigating the asylum system and the long wait for an asylum decision. In 2023, Lihn received refugee status, which meant it became possible for her to then apply for family reunion – a step towards reuniting with her children.

But having received the good news of her refugee status, the Home Office then gave Lihn just 28 days to leave her asylum hotel and find alternative housing options. She was faced with street homelessness. Like thousands of others newly with refugee status, since Lihn had been banned from working and forced to live on so little from the Home Office for so long, she had no savings for a deposit or credit history, and was confronted with a private rental market in which very few landlords are willing to accept housing benefit rates. In addition, she was still learning English and lacked the confidence to navigate the housing market alone. Our Senior Caseworker stepped in and worked hard to find her safe, stable housing in London so she wouldn't face the streets.

Six months later, Lihn received the wonderful news from her lawyer that the children's family reunion visas had been approved. But it was up to our advice team to quickly secure funding for the flights, which would have otherwise been completely unaffordable for Lihn, and work out practicalities before the visas expired. We found a charity, Together Now, to find the flights, and our casework team worked collaboratively with them and Lihn's lawyer to navigate the bureaucracy of family reunion paperwork and logistics of bringing the children safely here.

At long last, Lihn's two children arrived at Heathrow from Vietnam on their family reunion visas, where Lihn was waiting to give them hugs after years apart. We drove the family home from the airport and helped make the children feel comfortable. After 2.5 years of holistic work to bring the family back together, it's clear it really does take a village.

### Advocacy

In 2022–23 we have ensured that our community understands their rights as fully as they can in a hostile political environment for those in the asylum and immigration systems. This has been particularly important given the passing of the Illegal Migration Bill, which is at variance with the UK's obligations under international human rights and refugee law and may have profound implications for those we support at West London Welcome.

#### *Developing our 'know your rights' work*

Over the course of this year we delivered a series of translated workshops with Lawyers Against Poverty, a movement of lawyers fighting the injustice of poverty, so that our community understood the foundations in which their immigration statuses and support are decided within, and their rights in context. Workshops were delivered on the UK legal and asylum systems, housing, the criminal justice system. 80 community members benefitted from four workshops.

In November we began a new drop-in to support men newly living in West London who had previously stayed in Manston, a camp in Kent for asylum-seeking people, which had terrible living conditions. With the support of our Trustee, barrister Antonia Benfield, and her colleague Shu Shin Luh from Doughty Street Chambers, we organised a mass legal clinic at which 40 of our new members were able to speak with legal aid lawyers from Wilsons, Gold Jennings and JCWI about their asylum claims, their experiences in Manston, and their legal options.

#### *Strategic litigation*

This year we also supported lawyers with evidence for their strategic litigation work when we noticed issues and patterns affecting many of our members. Large numbers of our asylum-seeking members experience months of delays in receiving their £9.10 per week from the Home Office, payments for those with young children, decisions on their asylum claims, and other matters. We contributed a number of witness statements for successful legal challenges to the Home Office's asylum support practices.

### Becoming sustainable

We are committed to continuing to develop West London Welcome to be a sustainable organisation for the long-term, ensuring we have the funding, skills and support for staff to fulfill our mission and meet the needs of our members.

### *Developing our Board of Trustees*

Following recommendations emerging from the Board Performance Review carried out in Summer 2022, it was agreed that a Trustee with expertise of the refugee sector and immigration and asylum law was needed. The Board also created a new Finance and Audit Committee.

Two new Trustees have as a result joined our Board this year: Antonia Benfield and Efi Stathopoulou. Antonia is a barrister at Doughty Street Chambers and a specialist in immigration, asylum, human rights and public law. Efi is the Programmes Manager at Refugee Legal Support, a qualified lawyer in Greece and an OISC-accredited immigration adviser. At the time of writing this report the Board welcomed two further Trustees: Coco Campbell and Betul Piyade.

### *Welcome Circle and Annual Fundraisers*

We continue to grow our Welcome Circle, a group of key individuals giving us £2,000 or more a year to sustain and respond to the needs of refugees, asylum-seeking people and migrants at our centre.

In April over 50 Welcome Circle guests gathered at West London Welcome for our second Fundraiser dinner. Hosted by our Patrons Dame Harriet Walter and Phyllida Lloyd, along with our staff, volunteers and community members, our guests heard first hand from our members and staff about their experiences and about how the Welcome Circle is a critical enabler of the work we do. This was an essential community-building event, in which our Welcome Circle donors were able to understand from our community members how it might have felt to have arrived in the UK looking for safety and not having English as a first language.

This year we gained more than ten new Welcome Circle members as a result of the event.

### Financial review

#### Income and expenditure

Income during the period under review was £430,783 (2022: £395,963) of which £63,755 was restricted (2022: £75,517) and the remaining £367,058 (2022: £320,446) was unrestricted. Expenditure during the year was £336,356 (2022: £224,319). Of the total expenditure £47,578 (2022: £51,238) was from restricted grants and the remaining £288,777 (2022: £173,081) was unrestricted. The charity had net income during the year was £94,428 (2022: £171,644). This led to an increase in the total funds held at the year end to £363,886 (2022: £269,458) of which funds for restricted purposes were £35,445 (2021: £23,834) and general unrestricted funds were £328,441 (2022: £245,624).

#### Risk Assessment

The charity has conducted a risk assessment and has established a register, which will be updated annually. The register will have appropriate systems and procedures in place to mitigate the risks the charity faces. Such headings will be funding and risks, internal control risks, implementation procedures for transactions and projects, health and safety for staff, volunteers and clients.

Key risk factors include: Key staff turnover; Government policy; loss or damage to premises; cash flow.

#### Reserves policy

The reserves policy is to maintain a cash balance of at least six months of operating expenses. At this financial year end this equates to an amount of £168,178 (2022: £112,160) compared to the unrestricted reserves of £328,441 (2022: £124,624). The Trustees made a decision to hold reserves in excess of the reserves policy in the short term to reflect the current uncertain funding environment.

#### Plans for future periods and going concern status

In the Trustees' opinion the charity is a going concern and has sufficient funds to continue its current activities over the next 12–15 months.

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### **Our Supporters and Principal Funding Sources**

West London Welcome is grateful for grants from the following:

Michael & Betty Little Trust  
London Community Response Fund  
Hammersmith United Charities  
Choose Love  
HF Giving  
London Churches Refugee Fund

We also wish to thank our 39 Welcome Circle Members who contribute a substantial amount to our income and whose commitment to our sustainability and growth is a lifeline.

And to local schools who have fundraised and collected donations on our behalf.

And finally, to all the lovely local business and members of the public who support us with regular donations.

## The Trustees' Responsibilities


The Trustees are required under the constitution of the charity to prepare financial statements for each financial year to reflect the state of affairs of the charity and of its results for that period.

In preparing those financial statements the Trustees are required to:

- a) select suitable accounting policies and apply them consistently.
- b) make judgments and estimates that are reasonable and prudent; and
- c) prepare the financial statement on a going concern basis unless it is inappropriate to assume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 21st February 2024 and signed on their behalf by:

  
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Trustee

Name:

Joanna Farquharson

## Independent Examiner's Report to the Trustees of West London Welcome

I report on the financial statements of the charity for the year ended 31 May 2023 as set out on pages 16 to 25.

### 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 charity's accounts carried out under section 145 of the 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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies

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; or
3. the accounts do 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.

*Shruti Soni*

**Shruti Soni FCCA FCIE**

Shruti Soni Ltd ● Chartered Certified Accountants  
117a St. John's Hill, Sevenoaks TN13 3PE

Date: 13 March 2024



# WEST LONDON WELCOME

## Statement of financial activities (incorporating an income and expenditure account)

### For the year ended 31 May 2023

		Unrestricted £	Restricted £	2023 Total £	Unrestricted £	Restricted £	2022 Total £
	Note						
<b>Income from:</b>							
Donations and grants	2	365,972	63,755	<b>429,727</b>	320,357	75,517	395,874
Investment Income		1,056	–	<b>1,056</b>	89	–	89
<b>Total income</b>		<b>367,028</b>	<b>63,755</b>	<b>430,783</b>	<b>320,446</b>	<b>75,517</b>	<b>395,963</b>
<b>Expenditure on:</b>							
Raising funds		5,241	–	<b>5,241</b>	2,453	–	2,453
Charitable activities – Hardship Support		283,537	47,578	<b>331,115</b>	170,628	51,238	221,866
<b>Total expenditure</b>	3	<b>288,777</b>	<b>47,578</b>	<b>336,355</b>	<b>173,081</b>	<b>51,238</b>	<b>224,319</b>
<b>Net income / (expenditure) for the year</b>		<b>78,251</b>	<b>16,177</b>	<b>94,428</b>	<b>147,365</b>	<b>24,279</b>	<b>171,644</b>
Transfers between funds		4,566	(4,566)	–	36,572	(36,572)	–
<b>Net movement in funds</b>		<b>82,817</b>	<b>11,611</b>	<b>94,428</b>	<b>183,937</b>	<b>(12,293)</b>	<b>171,644</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward		245,624	23,834	<b>269,458</b>	61,687	36,127	97,814
<b>Total funds carried forward</b>	13	<b>328,441</b>	<b>35,445</b>	<b>363,886</b>	<b>245,624</b>	<b>23,834</b>	<b>269,458</b>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 13 to the financial statements.

# WEST LONDON WELCOME

## Balance sheet

As at 31 May 2023

	Note	£	2023 £	£	2022 £
<b>Fixed assets:</b>					
Tangible assets	9		<b>16,485</b>		28,710
			<b>16,485</b>		28,710
<b>Current assets:</b>					
Debtors	10	17,021		23,796	
Cash at bank and in hand		<b>343,942</b>		220,945	
		<b>360,963</b>		244,741	
<b>Liabilities:</b>					
Creditors: amounts falling due within one year	11	<b>13,562</b>		3,992	
<b>Net current assets / (liabilities)</b>			<b>347,401</b>		240,749
<b>Total assets less current liabilities</b>			<b>363,886</b>		269,459
<b>Total net assets / (liabilities)</b>	12		<b>363,886</b>		269,459
<b>The funds of the charity:</b>	13				
Restricted income funds			35,445		23,834
Unrestricted income funds:					
General funds		<b>328,441</b>		245,624	
Total unrestricted funds			<b>328,441</b>		245,624
<b>Total charity funds</b>			<b>363,886</b>		269,458

These financial statements were approved by the Trustees on 21st February 2024 and signed on their behalf by

*Joanna Farquharson*

NAME: Joanna Farquharson

Trustee

Notes to the financial statements

For the year ended 31 May 2023

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**1 Accounting policies**

**a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) 2019, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

**b) Public benefit entity**

The charitable company meets the definition of a public benefit entity under FRS 102.

**c) Going concern**

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

There are no key judgements that the charitable company has made which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

**d) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

**e) Fund accounting**

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

## Notes to the financial statements

For the year ended 31 May 2023

## 1 Accounting policies (continued)

## f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose
- Expenditure on charitable activities includes the costs of provision of space and services undertaken to further the purposes of the charity and their associated support costs
- Other expenditure represents those items not falling into any other heading

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

## g) Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

## h) Tangible fixed assets

Items of equipment are capitalised. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

- |                          |                                       |
|--------------------------|---------------------------------------|
| • Leasehold improvements | Over lease period ending in July 2024 |
| • Office equipment       | 33.33% SLM                            |

## i) Pensions

Employer contributions to employees defined contribution pension schemes are charged to Statement of Financial Activities during the year.

## 2 Income from donations and grants

	Unrestricted £	Restricted £	2023 Total £	2022 Total £
Donations	235,811	16,684	252,495	221,570
Grants	113,000	47,071	160,071	152,175
Gift Aid	17,161	–	17,161	22,129
	<u>365,972</u>	<u>63,755</u>	<u>429,727</u>	<u>395,874</u>

Of the total income of £395,874 in 2022, £75,517 was restricted and £320,357 was unrestricted

## Notes to the financial statements

For the year ended 31 May 2023

## 3 Analysis of expenditure

	Cost of raising funds £	Charitable activities – Hardship Support £	Support costs £	2023 Total £	2022 Total £
Staff costs (Note 5)	3,770	195,286	33,372	<b>232,428</b>	153,033
Hot Lunches	–	8,110	–	<b>8,110</b>	6,544
Client Travel and events	–	12,066	–	<b>12,066</b>	7,720
Hardship Client Support	–	15,233	–	<b>15,233</b>	26,394
Study and training Client support	–	5,935	–	<b>5,935</b>	776
Fundraising	1,471	–	–	<b>1,471</b>	673
General running costs	–	–	11,332	<b>11,332</b>	6,335
Classes expenses	–	–	–	–	–
Rent and Insurance	–	26,079	–	<b>26,079</b>	15,793
Website cost	–	–	–	–	–
Depreciation	–	–	13,344	<b>13,344</b>	5,521
Acton group Expenses	–	8,948	–	<b>8,948</b>	–
Accounting, admin support and independent examination Fees	–	–	1,410	<b>1,410</b>	1,530
Total expenditure on charitable activities	5,241	271,657	59,458	<b>336,355</b>	224,319
Support costs	–	59,458	(59,458)	–	–
<b>Total expenditure 2023</b>	<b>5,241</b>	<b>331,115</b>	–	<b>336,355</b>	<b>224,319</b>
Total expenditure 2022	–	<b>224,319</b>	–	<b>224,319</b>	

Of the total expenditure, £288,777 was unrestricted (2022: £172,749) and £47,578 was restricted (2022: £51,238).

Support costs are costs incurred to facilitate charitable activities of the charity.

## Notes to the financial statements

For the year ended 31 May 2023

**4 Net incoming resources for the year**

This is stated after charging / crediting:

	2023 £	2022 £
Depreciation	13,344	5,521
Independent examination	1,380	1,530
	<u>14,724</u>	<u>7,051</u>

**5 Analysis of staff costs, Trustee remuneration and expenses, and the cost of key management personnel**

Staff costs were as follows:

	2023 £	2022 £
Salaries and wages	176,457	109,522
Social security costs	11,543	7,142
Employer's contribution to defined contribution pension schemes	4,246	2,724
Contractors – Wages	39,104	32,790
Therapeutic support staff, recruitment and training	1,078	855
	<u>232,428</u>	<u>153,033</u>

No employee earned more than £60,000 during the year (2022: nil).

The total employee benefits including pension contributions of the key management personnel were £107,704 (2022: £89,117)

**6 Staff numbers**

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2023 No.	2022 No.
Fundraising	0.1	–
Charitable activities	5.0	2.6
Support	0.9	0.4
	<u>6.0</u>	<u>3.0</u>

**7 Related party transactions**

No trustees received any remuneration or any other payments for any services provided to the charity (2022: nil). No trustees were reimbursed any expenses incurred during their office as trustee during the year (2022: nil). Aggregate unrestricted donations of £2,000 was received from one trustee through welcome circle (2022: nil).

## Notes to the financial statements

## For the year ended 31 May 2023

## 8 Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

## 9 Tangible fixed assets

	Office Equipment	Leashold Improvements £	Total £
<b>Cost or valuation</b>			
At the start of the year	–	34,231	<b>34,231</b>
Additions in year	1,119	–	<b>1,119</b>
At the end of the year	<b>1,119</b>	<b>34,231</b>	<b>35,350</b>
<b>Depreciation</b>			
At the start of the year	–	5,521	<b>5,521</b>
Charge for the year	93	13,251	<b>13,344</b>
At the end of the year	<b>93</b>	<b>18,772</b>	<b>18,865</b>
<b>Net book value</b>			
At the end of the year	<b>1,026</b>	<b>15,459</b>	<b>16,485</b>
At the start of the year	–	28,710	<b>28,710</b>

All of the above assets are used for charitable purposes.

## 10 Debtors

	2023 £	2022 £
Prepayments	–	1,667
Accrued income	<b>17,021</b>	22,129
	<b>17,021</b>	<b>23,796</b>

## 11 Creditors: amounts falling due within one year

	2023 £	2022 £
Taxation and social security	<b>3,565</b>	2,074
Pension	<b>1,132</b>	538
Accruals	<b>8,865</b>	1,380
	<b>13,562</b>	<b>3,992</b>

**12 Analysis of net assets between funds at the end of year**

	General unrestricted £	Designated £	Restricted £	Total funds £
Tangible fixed assets	16,485	–	–	16,485
Net current assets	311,956	–	35,445	347,401
<b>Net assets at the end of the year</b>	<b>328,441</b>	<b>–</b>	<b>35,445</b>	<b>363,886</b>

**Analysis of net assets between funds at the start of year**

	General unrestricted £	Designated £	Restricted £	Total funds £
Tangible fixed assets	28,710	–	–	28,710
Net current assets	216,914	–	23,834	240,748
<b>Net assets at the end of the year</b>	<b>245,624</b>	<b>–</b>	<b>23,834</b>	<b>269,458</b>

**13 Movements in funds**

During the year	At the start of the year £	Income & gains £	Expenditure & losses £	Transfers £	At the end of the year £
<b>Restricted funds:</b>					
London Community Response Fund	–	10,000	(5,000)	–	5,000
Daisy Trust	–	3,500	(3,500)	–	–
Hammersmith United	–	10,000	(7,309)	–	2,691
United Summer Household Fund	–	4,997	(4,997)	–	–
London Community Church Fund	–	850	(850)	–	–
Hardship Fund	17,374	–	–	(4,566)	12,808
United Ukrainian Fund	–	7,724	(7,724)	–	–
Big Give Christmas Appeal	–	16,684	(11,738)	–	4,946
Choose Love	–	10,000	–	–	10,000
Hammersmith and Fulham Giving	6,460	–	(6,460)	–	–
<b>Total restricted funds</b>	<b>23,834</b>	<b>63,755</b>	<b>(47,578)</b>	<b>(4,566)</b>	<b>35,445</b>
<b>Unrestricted funds:</b>					
<u>General funds</u>	245,624	367,028	(288,777)	4,566	328,441
<b>Total unrestricted funds</b>	<b>245,624</b>	<b>367,028</b>	<b>(288,777)</b>	<b>4,566</b>	<b>328,441</b>
<b>Total funds</b>	<b>269,458</b>	<b>430,783</b>	<b>(336,355)</b>	<b>–</b>	<b>363,886</b>



**13 Movements in funds (continued.....)**

<b>During previous year</b>	<b>At the start of the year £</b>	<b>Income &amp; gains £</b>	<b>Expenditure &amp; losses £</b>	<b>Transfers £</b>	<b>At the end of the year £</b>
<b>Restricted funds:</b>					
LocalGiving Foundation	11,832	-	(11,839)	7	
London Community Response Fund	1,779	-	(1,779)	-	-
Hammersmith United	3,517	500	(4,017)	-	-
The Earls Court West London Grant	402	564	(966)	-	-
Fareshare	970	-	(970)	-	-
London Churches Refugee Fund	900	1,500	(2,400)	-	-
Hardship Fund	13,603	11,342	(7,571)	-	<b>17,374</b>
Study & Training Fund	3,124	-	(776)	(2,348)	-
Leslie Aldridge Trust	-	34,231	-	(34,231)	-
Choose Love	-	10,000	(10,000)	-	-
Hammersmit and Fulham Giving	-	16,380	(9,920)	-	<b>6,460</b>
Inspire Hounslow	-	1,000	(1,000)	-	-
<b>Total restricted funds</b>	<b>36,127</b>	<b>75,517</b>	<b>(51,238)</b>	<b>(36,572)</b>	<b>23,834</b>
<b>Unrestricted funds</b>					
<u>General funds</u>	61,687	320,446	(173,081)	36,572	<b>245,624</b>
<b>Total unrestricted funds</b>	<b>61,687</b>	<b>320,446</b>	<b>(173,081)</b>	<b>36,572</b>	<b>245,624</b>
<b>Total funds</b>	<b>97,814</b>	<b>395,963</b>	<b>(224,319)</b>	<b>-</b>	<b>269,458</b>

**Transfers**

Transfer from Hardship Fund to general funds is the cost for Harship Fund initially paid from general funds. Transfers between Transfers from Leslie Aldridge Trust in 2022 represent cost of leasehold improvement works funded by Leslie Aldridge Trust. The grant was fully spent during the year. Transfers from Study & Training Fund represent expenditure in previous years from this fund allocated to general fund.

**Purposes of restricted funds**

LocalGiving Foundation	Payments for general hardship
Barrow Cadbury Trust	£8,966 salary for deputy manager, £9,651 hardship fund, £1,383 hot lunches
London Community Response Fund	In 2022 for salaries and staff therapeutic support and In 2023 for rent of refuge
The National Lottery Community Fund	Salaries
Hammersmith United	Therapeutic Support for Leyla Williams
Dr Edwards & Bishop Kings Fulham	Salaries
United in Hammersmith and Fulham	Hardship fund
The Earls Court West London Grant	Tables for the centre
Fareshare	hardship for Chiswick Hotel clients
London Churches Refugee Fund	Restricted for client travel expenses
Leslie Aldridge Trust	Refurbishment work at the centre
Choose Love	for case worker costs
Daisy Trust	English classes for Ukrainians
United Summer Household Fund August	Travel and lunches for refugees
London Community Church Fund Winter	London Churches Refugee Fund – client travel expenses
United Ukrainian Fund	for case worker costs for Ukrainian clients
Big Give Christmas Appeal	for hardship

## Notes to the financial statements

For the year ended 31 May 2023

**13 Movements in funds (continued.....)**

Hammersmit and Fulham Giving	for case worker costs
Inspire Hounslow	Chiswick group payments to clients for hardship
Small donations	For Hardship Support
Hardship Fund	For relieving financial hardship
Study & Training Fund	For advancing education

**14 Operating lease commitments**

The charity's total future minimum lease payments under non-cancellable operating leases is as follows for each of the following periods

	Property 2023 £	2022 £
Less than one year	26,000	26,000
One to two years	4,333	26,000
Two to five years	-	4,333
	<u>30,333</u>	<u>56,333</u>

**15 Funds received as agent**

The charity has acted as an agent for the following third-parties, whose aims and objectives are consistent with those of the charity. Funds, held in cash, are administered on the instruction of the principal and recorded within a separate general ledger sub-code and adjusted in financial statements. The movement in funds during the year was:

	Refugees Welcome, Hounslow £	Total £
Balance at 1 June 2022	4,063	4,063
Funds received	3,000	3,000
Funds paid out	(7,063)	(7,063)
	<u>-</u>	<u>-</u>
Balance at 31 May 2023 representing cash held	-	-