



Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	1 st	July	2023		30 th	June

Section A Reference and administration details

Charity name	Kettering Refugee Assistance
Other names charity is known by	
Registered charity number (if any)	1183931
Charity's principal address	6 William Street
	KETTERING
	Northamptonshire
	Postcode NN16 9RS

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 Suhel Dudha	Trustee		
2 Avena Davis	Trustee		
3 James Dell	Trustee		
4 John Padwick	Trustee		
5 Ian Gemmell	Trustee	April 2024	

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution dated 5th May 2018 as amended on 08 th March 2025 with full support of both Trustees and Members present.
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	The following were unanimously elected as Trustees for a further period of 3 years: - James Dell, John Padwick and Avena Davis, Suhel Dudha New Trustee Ian Gemmell selected by Trustees in April 2024.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Kettering Refugee Assistance has a comprehensive set of policies and procedures including:

- Constitution
- Role Descriptions
- Risks and Management
- Financial Regulations
- Data Protection
- Policy for Managing Volunteers
- Safeguarding

As of June 2024, Kettering Refugee Assistance has a total of 5 Trustees, with Avena Davis who has the role of Treasurer, and John Padwick as the dedicated Safeguarding Lead.

The Patrons of the charity are the Bishops of Brixworth (CE) and Northampton (RC) and the Chair of the local Muslim Association.

In addition to this, Kettering Refugee Assistance has a total of 74 members and supporters with the below breakdown:

Members = 1

Supporters = 73

Members support KRA by contributing £10 (or £5 for unwaged) to our cause as an annual membership fee. In this financial year (July 2023 – June 2024) this has generated £10 income for the charity.

The charity has established a website and Facebook page. The Kettering Refugee Assistance page on Facebook has: 504 likes 604 followers

Governance updates:

- Trustees have continued to oversee all KRA activity, adhering to risk assessments and safeguarding policies.
- KRA has maintained its relationships with partner organisations and strengthened ties with North Northants Council.

Volunteer and Policy Update:

- Volunteers now operate under a revised Code of Conduct.
- A new Safeguarding Policy and Transport Policy were introduced this year.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

As set out in the Charity's Governing Document, the aim is:

To provide relief to both asylum seekers and those granted refugee status in the UK, living in Kettering and the surrounding area by the provision of support services so as to advance them in life and assist them with the adaption within a new community, with the objects of: - (1) Preserving and protecting their physical and mental health (2) Advancing their education and training; and (3) Relieving them from financial hardship and unemployment

Membership of the charity is open to anyone who is interested in furthering its purposes and agrees to accept the duty of members to act in the charity's best interests.

A member may be an individual, a corporate body, or an individual or corporate body representing an organisation which is not incorporated. Kettering Refugee Assistance is a member of the Kettering Futures Partnership, NCVO and Small Charities Coalition.

The charity receives advice from For Refugees on behalf of Reset Communities and Refugees, the Government funded promoter of the Community Sponsorship Scheme.

Kettering Refugee Assistance has approved a risk assessment and management measures that will be reviewed annually.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Main Activities (2023–2024):

1. **Asylum Seeker Support**
 - Supported asylum seekers housed in two local hotels with:
 - Social clubs (football, boxing, gym)
 - Legal referrals, NHS/dental access
 - ESOL classes by volunteers/trustees
 - Translation coordination, clothing provision
 - Pastoral care and emotional support
 - SIM cards, bus passes, and liaison with Serco
 - Acted as spokesperson on hotel living conditions (no WiFi, unsuitable facilities)
 - Supported individuals' post-relocation through local referrals
2. **Ukrainian Refugee Support**
 - Continued ESOL classes and individual support

●	Minibus hire for community outings
●	Transport policy created for equitable access
●	Positive relationships strengthened with local churches
3.	Community Engagement & Policy Development
●	Applied for community fund to enhance refugee services (application declined)
●	Continued safeguarding reviews and created volunteer conduct code
●	Maintained public liability insurance and welcomed new supporters
4.	Wider Network and Collaboration
●	Continued building relationships with Tresham College, KCU, Central Methodist Church, The Green Patch

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

KRA has no grant making policy or policy programme related investment as this isn't relevant to how the organisation spends funds.

The Charity is entirely run by volunteers and KRA has been fortunate to attract members who are committed to its aims. These include people with relevant skills and experience. Volunteers have been responsible for all the charity's fundraising and supporting our community.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

Achievements and Performance

- Delivered coordinated support to asylum seekers in Kettering hotels.
- Continued strong support for Ukrainian community post-2022 resettlement.
- Successfully ran ESOL classes with help from volunteers.
- Facilitated donations through mosque and community members.
- Introduced Code of Conduct and safeguarding policy for volunteers.
- Actively liaised with Serco and other agencies to challenge inadequate living conditions.
- Despite challenges due to hotel closures, KRA maintained community support and adapted focus.
- Strengthened community presence and public trust by avoiding political discourse to protect beneficiaries and volunteers.

Section E Financial review

Brief statement of the charity's policy on reserves

- KRA continues to restrict £14,000 towards community sponsorship aims.
- Excess funds used to meet community needs as they arise.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal sources of funds have been:

- Donations from individuals and local groups, including the mosque.
- Membership contributions.

Expenditure by KRA has been spent on the following:

- Refugee support: transport, activities, clothing
- DBS checks and public liability insurance
- Minibus hire and fuel for Ukrainian community outings
- Ongoing charges on account by HSBC


It was unanimously resolved that individual membership for 2023-24 remain at £10 (waged) and £5 (unwaged) and corporate membership be set at £50 for the year.

Final figures for the 2023–2024 period to be confirmed in the account's submission.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Avena Davis	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	29.04.2025	



KETTERING REFUGEE ASSISTANCE Registered no. 1183931

RECEIPTS & PAYMENTS ACCOUNTS

For the period from 1st July 2023 to 30 June 2024

A1 Receipts	2023-2024	2022-2023
Donations	£463.20	£302.35
Membership fees	£10	£135
Fundraising events	-	-
Gift Aid	-	-
	<hr/>	<hr/>
Sub total	£473.20	£437.35
A2 Asset and Investment Sales	-	-
	<hr/>	<hr/>
Total receipts	£473.20	£437.35
	<hr/>	<hr/>
A3 Payments		
Charges	£60	£65
Refugee Support	£739.20	£198.98
Insurance	£96.00	N/A

	Sub total	£895.20	£263.98
A4 Asset & Investment Purchases	-	-	-
Website			
	Total Payments	£895.20	£263.98
	Net of receipts/ (payments)	£895.20	£263.98
A5 Transfers between funds			
A6 Cash funds last year end	£14,751.92	£14,578.55	
Cash funds this year end	£14,329.92	£14,751.92	
Statement of Assets and Liabilities at the end of the period			
B1 Cash Funds			
HSBC Community Account	£14,329.92	£14,751.92	
	Total Cash Funds	£14,329.92	£14,751.92
Signed on behalf of the Trustees			
			
Avena Davis (Treasurer)			
Date of approval 29.04.2025			