



## Trustees' Annual Report for the period

From 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022

Charity name: Sevenoaks Welcomes Refugees

Charity registration number: 1184120

### 1. Objectives and Activities

|   | SORP reference |  |
|---|----------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17      | <p>The objects of the CIO are:</p> <ol style="list-style-type: none"><li>1. The relief of financial hardship amongst those granted and seeking refugee status and their dependents living (temporarily or permanently) in Sevenoaks and the surrounding area;</li><li>2. To advance the education and training of those granted and seeking refugee status and their dependents in need thereof so as to advance them in life and assist them to adapt within a new community;</li><li>3. To advance the education of the public in general, including landlords and local authorities, on the issues relating to refugees and those seeking asylum;</li><li>4. The provision of facilities for recreation or other leisure time occupation with the object of improving the conditions of life of those persons who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances; and</li><li>5. To develop the capacity and skills of the members of the socially and economically disadvantaged refugee community of Sevenoaks in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.</li></ol> |

|  | SORP reference     |   |
|--|--------------------|---|
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <p>We are focused on four tasks:</p> <ol style="list-style-type: none"> <li>1. Providing local practical support to refugee families in our area (e.g. welcoming, help with learning English, finding jobs, providing lifts, sourcing necessary household items, making small grants);</li> <li>2. Building public understanding of and support for the Syrian Vulnerable Persons Resettlement Scheme (SVPRS) and the Government's successor Resettlement Schemes;</li> <li>3. Finding private landlords willing to take part in the government-funded rent payment scheme; and</li> <li>4. Seeking to influence SDC &amp; KCC policy in order to maximise support for refugee families in our area.</li> </ol> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit   | Para 1.18          | All Trustees have had regard to the guidance issued by the Charity Commission on public benefit.  |

## 2. Achievements and Performance

|  | SORP reference |  |
|--|----------------|--|
|  |                |  |

|  |                  |  |
|--|------------------|--|
| <p>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.</p> | <p>Para 1.20</p> | <ol style="list-style-type: none"> <li>1. Although delayed by the pandemic, during the year we were able to welcome a fifth and sixth Syrian family. And we were able to obtain a further two properties and welcome two Afghan families to the district. Towards the end of the year we began work on helping Ukrainian families to find hosts.</li> <li>2. We have helped to increase the number of employed family members from five to six within the families.</li> <li>3. Raised £41k funds (+240% versus year before). £32k (+100% versus year before) was spent on making grants to the families.</li> <li>4. We continued to provide an online Learning Platform along with the relevant IT and robust broadband, which enabled our families to access their learning 24/7, under the guidance of our language team. Wherever possible our Language teams coordinate with Kent County Council Adult Education to support those students enrolled in Trinity College ESOL skills for life exams. This is reflected in most of our students making steady progress towards securing a good understanding of English and reaching the required level of attainment. In some cases remedial support may be required and once identified this is put in place.</li> <li>5. Our team of 26 language volunteers have delivered an average of 39 hours per week.</li> </ol> <p>We have also continued to arrange supplementary lessons planned and conducted by Sevenoaks School and in addition some Sevenoaks students have now joined our Language Teams and assisted with face to face lessons outside of school hours.</p> <p>In addition a number of our language volunteers are offering face to face lessons for some of our new Ukrainian arrivals.</p> <ol style="list-style-type: none"> <li>6. Our dedicated and expanded 'family teams' of volunteers continued to support the families in person when possible and remotely when necessary.</li> <li>7. We continued to build our supporter network to over 1000 supporters, including 119 volunteers who had completed DBS requirements by the year end and were able to work directly with the families.</li> </ol> |
|--|------------------|--|

### Additional information (optional)

You may choose to include further statements where relevant about:

|  |           |   |
|--|-----------|---|
| Achievements against objectives set                          | Para 1.41 | <p>On 10th March 2017 the group set a target of helping to get 5 refugee families housed in the SDC area within 3 years, i.e. by March 2020.</p> <p>Following the pandemic hiatus the fifth, sixth, seventh and eighth families arrived during the year to March 2022.</p>  |
| Performance of fundraising activities against objectives set | Para 1.41 | <p>For 2021/22 the fundraising target was £15,000. An amazing £41,964 was raised, reflecting increased support as a result of events in Afghanistan and Ukraine..</p> <p>Fundraising highlights: Our annual Concert raised more than £9,000 and the Dragon Boat Race a further £5,000. Other funds came from a number of other fundraising events (over £3,000). We continued to be generously supported by regular donors (over £4,000) and were fortunate to receive numerous one-off donations from individuals and organisations, including St Nicholas Church, Fig Tree Estates, the Girdlers Company and others (over £19,000). The Trustees are very appreciative of all donations – of time and donated items, as well as money – and work to ensure that the money is put to good use in support of refugees as they resettle and build new lives in our area.</p> |
| Investment performance against objectives                    | Para 1.41 | <p>The charity made no investment in this year.</p>   |
| Other  |           |   |

### 3. Financial Review

|  |           |  |
|--|-----------|--|
| Review of the charity's financial position at the end of the period              | Para 1.21 | Income totalled £41,964 for the year and expenditure was £32,063 producing a surplus of £9,901. Funds brought forward were £13,053 so total funds are £22,954. Of this total £2,466 is a restricted fund for the purpose of assisting landlord recruitment. All funds are held in cash at bank.  |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | The charity has no employees and all its funds are utilised within the terms of the constitution of the charity. There are restricted funds to assist with securing rental properties otherwise the funds held are free. There is an understanding that the landlords, subject to the availability of funds, may seek reimbursement of expenses of up to £1,500pa. The free funds for general use as a reserve should be £2,000. The funds available for general use should be the balance on the bank account, less the restricted funds, less £1,500 for landlords with a lower limit of £2,000. |
| Amount of reserves held  | Para 1.22 | See above  |
| Reasons for holding zero reserves  | Para 1.22 | Not applicable   |
| Details of fund materially in deficit  | Para 1.24 | Not applicable   |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | The trustees are confident that 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 | Fundraising from local supporters, businesses, churches, trusts and other organisations. |
|--|-----------|--|

|   |           |   |
|---|-----------|---|
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | The charity currently has no investment policy or social investment policy. |
|---|-----------|---|

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|   |           |   |
|---|-----------|---|
| A description of the principal risks facing the charity | Para 1.46 | <p>A safeguarding incident affecting the welfare of refugees or volunteers or partner organisations, and damaging the reputation of the charity.</p> <p>Entering financial commitments beyond the charity's ability to raise funds sustainably.</p> |
| Other   |           |   |

#### 4. Structure, Governance and Management

|   |           |   |
|---|-----------|---|
| Description of charity's trusts:  |           | Not applicable  |
| Type of governing document  | Para 1.25 | Constitution.   |
| How is the charity constituted?   | Para 1.25 | CIO   |
| 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 | When a trustee appointment is to be made, a notice is issued to volunteers and supporters inviting applications with a short personal profile. Candidates appear before a full group meeting of volunteers, with their name and profile circulated in advance and are elected by a show of hands. |

#### 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 | Newly appointed trustees attend a briefing from the chair, the secretary and the finance lead as soon as possible after their appointment. They are provided with the Charity Commission guidance for Trustees.   |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | Nine trustees. Three main activity teams: a) dedicated 'family teams' providing befriending and general support to the families: b) language support programme: c) a Ukraine operations team. These are supported by a safeguarding and wellbeing steering group, which seeks to ensure safety for all our families and volunteers. |
| Relationship with any related parties   | Para 1.51 | We partner with Sevenoaks District Council and Kent County Council.   |

## 5. Reference and Administrative details


|                             |   |
|-----------------------------|---|
| Charity name                | Sevenoaks Welcomes Refugees   |
| Other name the charity uses | Not applicable  |
| Registered charity number   | 1184120   |
| Charity's principal address | Sevenoaks Welcomes Refugees<br>c/o Vine Evangelical Church<br>Hitchen Hatch Lane<br>Sevenoaks<br>TN13 3AT |

### 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) |
|-----------------|---|---|---|
| Simon Evans     | Co-chair (part year)<br>Chair (part year) | 1 April 2021 to 22 September 2021<br>23 September 2021 to 16 March 2022 | SWR full group meeting  |
| Chris Hix       | Finance lead                              |   | SWR full group meeting  |
| Judith Thompson | Co-chair (part year)                      | 1 April 2021 to 22 September 2021                                       | SWR full group meeting  |
| Guy Knight      |   |   | SWR full group meeting  |
| Humphrey Pring  |   |   | SWR full group meeting  |
| Heather Styles  | Secretary                                 | 1 April 2021 to 16 March 2022   | SWR full group meeting  |
| Doug Elish      |   |   | SWR full group meeting  |
| David Hinks     |   |   | SWR full group meeting  |
| Jeanette Nunn   |   |   | SWR full group meeting  |
| Bob Sinclair    |   |   | SWR full group meeting  |

## 6. 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)    | Position (eg Secretary, Chair, etc) | Date           |
|---|-----------------|-------------------------------------|----------------|
|  | Christopher Hix | Trustee                             | 9 January 2023 |



|  |  |  |                           |                                |         |                    |                         |
|--|--|--|---------------------------|--------------------------------|---------|--------------------|-------------------------|
|  <b>CHARITY COMMISSION</b><br>FOR ENGLAND AND WALES | <b>Sevenoaks Welcomes Refugees</b>                 |  |                           | <b>Charity Number</b>          | 1184120 |                    |                         |
|  | Annual accounts for the period                     |  |                           |                                |         |                    |                         |
|  | 01/04/2021   |  | <b>To</b>                 | 31/03/2022                     |         |                    |                         |
|  |  |  |                           |                                |         |                    |                         |
| <b>Section A Statement of financial activities</b>   |  |  |                           |                                |         |                    |                         |
|  |  |  | <b>Unrestricted funds</b> | <b>Restricted income funds</b> |         | <b>Total funds</b> | <b>Prior year funds</b> |
|  |  |  | <b>£</b>                  | <b>£</b>                       |         | <b>£</b>           | <b>£</b>                |
|  | <b>Incoming resources (Note 3)</b>                 |  | F01                       | F02                            |         | F04                | F05                     |
|  | <b>Income and endowments from:</b>                 |  |                           |                                |         |                    |                         |
|  | Donations and legacies                             |  | 22,355                    | 1,553                          |         | 23,908             | 6,086                   |
|  | Charitable activities                              |  | 18,491                    |                                |         | 18,491             | 6,691                   |
|  | Less cost of sales                                 |  | - 435                     |                                |         | - 435              | - 520                   |
|  | <b>Total</b>                                       |  | 40,411                    | 1,553                          |         | 41,964             | 12,257                  |
|  | <b>Resources expended (Note 4)</b>                 |  |                           |                                |         |                    |                         |
|  | <b>Expenditure on:</b>                             |  |                           |                                |         |                    |                         |
|  | Raising funds                                      |  | 2,815                     |                                |         | 2,815              | 688                     |
|  | Charitable activities                              |  | 25,227                    | 2,924                          |         | 28,151             | 14,205                  |
|  | Insurance  |  | 283                       |                                |         | 283                | 283                     |
|  | Other  |  | 814                       |                                |         | 814                | 745                     |
|  | <b>Total</b>                                       |  | 29,139                    | 2,924                          |         | 32,063             | 15,921                  |
|  |  |  |                           |                                |         |                    |                         |
|  | <b>Net income before investment gains/(losses)</b> |  | 11,272                    | - 1,371                        |         | 9,901              | - 3,665                 |
|  | Net gains/(losses) on stock                        |  |                           | -                              |         | -                  | -                       |
|  | <b>Net income</b>                                  |  | 11,272                    | - 1,371                        |         | 9,901              | - 3,665                 |
|  |  |  |                           |                                |         |                    |                         |
|  | <b>Net movement in funds</b>                       |  | 11,272                    | - 1,371                        |         | 9,901              | - 3,665                 |
|  |  |  |                           |                                |         |                    |                         |
|  | <b>Reconciliation of funds:</b>                    |  |                           |                                |         |                    |                         |
|  | Total funds brought forward                        |  | 9,217                     | 3,837                          |         | 13,053             | 16,718                  |
|  | <b>Total funds carried forward</b>                 |  | 20,489                    | 2,466                          |         | 22,954             | 13,053                  |

| Section B |   | Balance sheet      |                         |                 |                 |                  |
|-----------|---|--------------------|-------------------------|-----------------|-----------------|------------------|
|           |   | Unrestricted funds | Restricted income funds |                 | Total this year | Total last year  |
|           |   | £                  | £                       |                 | £               | £                |
|           |   | F01                | F02                     |                 | F04             | F05              |
|           | <b>Fixed assets</b>                                   |                    |                         |                 |                 |                  |
|           | Intangible assets                                     | -                  | -                       |                 | -               | -                |
|           | Tangible assets                                       | -                  | -                       |                 | -               | -                |
|           | Heritage assets                                       | -                  | -                       |                 | -               | -                |
|           | Investments   | -                  | -                       |                 | -               | -                |
|           | <b>Total fixed assets</b>                             | -                  | -                       |                 | -               | -                |
|           | <b>Current assets</b>                                 |                    |                         |                 |                 |                  |
|           | Stocks  | 1,731              |                         |                 | 1,731           | 435              |
|           | Debtors   | 815                |                         |                 | 815             | -                |
|           | Investments   |                    |                         |                 | -               | -                |
|           | Cash at bank and in hand (Note 5)                     | 22,634             |                         |                 | 22,634          | 12,618           |
|           | <b>Total current assets</b>                           | 25,180             | -                       |                 | 25,180          | 13,053           |
|           | <b>Creditors: amounts falling due within one year</b> | 2,226              | -                       |                 | 2,226           | -                |
|           | <b>Net current assets</b>                             | 22,954             | -                       |                 | 22,954          | 13,053           |
|           | <b>Total assets less current liabilities</b>          | 22,954             | -                       |                 | 22,954          | 13,053           |
|           | <b>Creditors: amounts falling due after one year</b>  | -                  | -                       |                 | -               | -                |
|           | Provisions for liabilities                            | -                  | -                       |                 | -               | -                |
|           | <b>Total net assets</b>                               | 22,954             | -                       |                 | 22,954          | 13,053           |
|           | <b>Funds of the Charity</b>                           |                    |                         |                 |                 |                  |
|           | Restricted income funds                               |                    | 2,466                   |                 | 2,466           | 3,837            |
|           | Unrestricted funds                                    | 20,489             |                         |                 | 20,489          | 9,217            |
|           | <b>Total funds</b>                                    | 20,489             | 2,466                   |                 | 22,954          | 13,053           |
|           | Signed by trustees on behalf of all the trustees      | Signature          |                         | Print Name      |                 | Date of approval |
|           |   | Christopher Hix    |                         | Christopher Hix |                 | 09 January 2023  |
|           |   |                    |                         |                 |                 |                  |

| Section C  |   | Notes to the accounts   |  |  |  |  |
|--|---|---|--|--|--|--|
| Note 1 <b>Basis of preparation</b>   |   |   |  |  |  |  |
| <b>1.1 Basis of accounting</b>   |   |   |  |  |  |  |
| These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.                               |   |   |  |  |  |  |
| The accounts have been prepared in accordance with:  |   |   |  |  |  |  |
| • and with   | ✓ | the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 |  |  |  |  |
| • and with   | ✓ | the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)   |  |  |  |  |
| • and with the Charities Act 2011.   |   |   |  |  |  |  |
|  |   |   |  |  |  |  |
| The charity constitutes a public benefit entity as defined by FRS 102.   |   |   |  |  |  |  |
| <b>1.2 Going concern</b>   |   |   |  |  |  |  |
| An explanation as to those factors that support the conclusion that the charity is a going concern;  |   |   |  | <b><i>The charity has no financial obligations and holds funds to allow it to continue with its work. The trustees intend to use the funds to achieve the objectives of the charity.</i></b> |  |  |
| Disclosure of any uncertainties that make the going concern assumption doubtful;   |   |   |  | <b><i>Not applicable</i></b>   |  |  |
| Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern. |   |   |  | <b><i>Not applicable</i></b>   |  |  |

| Section C |   | Notes to the accounts   |  | (cont) |    |     |  |
|-----------|---|---|--|--------|----|-----|--|
|           |   |   |  |        |    |     |  |
|           | <b>Note 2</b>   | <b>Accounting policies</b>  |  |        |    |     |  |
|           | <b>2.2 INCOME</b>   |   |  |        |    |     |  |
|           | <i>This standard list of accounting policies has been applied by the charity except for those ticked "No" or "N/a".</i> |   |  |        |    |     |  |
|           | <b>Recognition of income</b>  | These are included in the Statement of Financial Activities (SoFA) when:  |  |        |    |     |  |
|           |   | * the charity becomes entitled to the resources;  |  |        |    |     |  |
|           |   | · it is more likely than not that the trustees will receive the resources; and  |  | Yes    | No | N/a |  |
|           |   | • the monetary value can be measured with sufficient reliability.   |  | ✓      |    |     |  |
|           | <b>Offsetting</b>   | There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.  |  | Yes    | No | N/a |  |
|           |   |   |  | ✓      |    |     |  |
|           | <b>Grants and donations</b>   | Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).   |  | Yes    | No | N/a |  |
|           |   |   |  | ✓      |    |     |  |
|           |   | In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).  |  | Yes    | No | N/a |  |
|           |   |   |  |        |    | ✓   |  |
|           | <b>Legacies</b>   | Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.   |  | Yes    | No | N/a |  |
|           |   |   |  |        |    | ✓   |  |
|           | <b>Government grants</b>  | The charity has received government grants in the reporting period  |  | Yes    | No | N/a |  |
|           |   |   |  |        | ✓  |     |  |
|           | <b>Tax reclaims on donations and gifts</b>  | Gift Aid receivable is included in income when there is a valid declaration from the donor and a claim has been made. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.  |  | Yes    | No | N/a |  |
|           |   |   |  | ✓      |    |     |  |
|           | <b>Contractual income and performance related grants</b>  | This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.  |  | Yes    | No | N/a |  |
|           |   |   |  |        |    | ✓   |  |
|           | <b>Donated goods</b>  | Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.   |  | Yes    | No | N/a |  |
|           |   |   |  | ✓      |    |     |  |
|           |   | The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.  |  | Yes    | No | N/a |  |
|           |   |   |  | ✓      |    |     |  |
|           |   | Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'. |  | Yes    | No | N/a |  |
|           |   |   |  | ✓      |    |     |  |
|           |   | Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.   |  | Yes    | No | N/a |  |
|           |   |   |  | ✓      |    |     |  |
|           |   | Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.   |  | Yes    | No | N/a |  |
|           |   |   |  | ✓      |    |     |  |
|           | <b>Donated services and facilities</b>  | Donated services and facilities are included in the SOFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.   |  | Yes    | No | N/a |  |
|           |   |   |  | ✓      |    |     |  |
|           |   | Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA.  |  | Yes    | No | N/a |  |
|           |   |   |  | ✓      |    |     |  |
|           | <b>Support costs</b>  | The charity has incurred expenditure on support costs.  |  | Yes    | No | N/a |  |
|           |   |   |  | ✓      |    |     |  |
|           | <b>Volunteer help</b>   | The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.   |  | Yes    | No | N/a |  |
|           |   |   |  | ✓      |    |     |  |
|           | <b>Income from interest, royalties and dividends</b>  | This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.   |  | Yes    | No | N/a |  |
|           |   |   |  | ✓      |    |     |  |
|           | <b>Income from membership subscriptions</b>   | Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.   |  | Yes    | No | N/a |  |
|           |   |   |  |        |    | ✓   |  |
|           |   | Membershin subscriptions which gives a member the right to buy services or other benefits are   |  | Yes    | No | N/a |  |

|  |  |   |  |     |    |     |
|--|--|---|--|-----|----|-----|
|  |  | membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.  |  |     |    | ✓   |
|  | <b>Settlement of insurance claims</b>                | Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.   |  | Yes | No | N/a |
|  | <b>Investment gains and losses</b>                   | This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.   |  |     |    | ✓   |
|  | <b>2.3 EXPENDITURE AND LIABILITIES</b>               |   |  |     |    |     |
|  | <b>Liability recognition</b>                         | Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.  |  | Yes | No | N/a |
|  |  |   |  | ✓   |    |     |
|  | <b>Governance and support costs</b>                  | Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.  |  | Yes | No | N/a |
|  |  |   |  |     |    | ✓   |
|  |  | Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.  |  | Yes | No | N/a |
|  |  |   |  |     |    | ✓   |
|  | <b>Grants with performance conditions</b>            | Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.   |  | Yes | No | N/a |
|  |  |   |  |     |    | ✓   |
|  | <b>Grants payable without performance conditions</b> | Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.  |  | Yes | No | N/a |
|  |  |   |  | ✓   |    |     |
|  | <b>Redundancy cost</b>                               | The charity made no redundancy payments during the reporting period.  |  | Yes | No | N/a |
|  |  |   |  | ✓   |    |     |
|  | <b>Deferred income</b>                               | No material item of deferred income has been included in the accounts.  |  | Yes | No | N/a |
|  |  |   |  | ✓   |    |     |
|  | <b>Creditors</b>                                     | The charity has creditors which are measured at settlement amounts less any trade discounts   |  | Yes | No | N/a |
|  |  |   |  | ✓   |    |     |
|  | <b>Provisions for liabilities</b>                    | A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date   |  | Yes | No | N/a |
|  |  |   |  | ✓   |    |     |
|  | <b>Basic financial instruments</b>                   | The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.   |  | Yes | No | N/a |
|  |  |   |  |     |    | ✓   |
|  | <b>2.4 ASSETS</b>                                    |   |  | Yes | No | N/a |
|  | <b>Tangible fixed assets for use by charity</b>      | These are capitalised if they can be used for more than one year, and cost at least £500  |  | ✓   |    |     |
|  |  | They are valued at cost.  |  | Yes | No | N/a |
|  |  |   |  | ✓   |    |     |
|  |  | The depreciation rates and methods used are disclosed in note 9.2.  |  |     |    |     |
|  | <b>Intangible fixed assets</b>                       | The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 9.5   |  | Yes | No | N/a |
|  |  |   |  |     | ✓  |     |
|  |  | They are valued at cost.  |  | Yes | No | N/a |
|  |  |   |  |     |    | ✓   |
|  | <b>Heritage assets</b>                               | The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as disclosed in note 9.6.1.4.                      |  | Yes | No | N/a |
|  |  |   |  |     | ✓  |     |
|  |  |   |  | Yes | No | N/a |
|  |  | They are valued at cost.  |  |     |    | ✓   |
|  | <b>Investments</b>                                   | Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment. |  | Yes | No | N/a |
|  |  |   |  |     |    | ✓   |
|  |  | Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments   |  | Yes | No | N/a |
|  |  |   |  |     |    | ✓   |
|  | <b>Stocks and work in progress</b>                   | Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.   |  | Yes | No | N/a |
|  |  |   |  | ✓   |    |     |
|  |  | Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.   |  | Yes | No | N/a |
|  |  |   |  |     |    | ✓   |
|  |  |   |  | Yes | No | N/a |

|  |                                  |   |     |    |     |
|--|----------------------------------|---|-----|----|-----|
|  |                                  | Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.   |     |    | ✓   |
|  | <b>Debtors</b>                   | Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.  | Yes | No | N/a |
|  |                                  |   | ✓   |    |     |
|  | <b>Current asset investments</b> | The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due. | Yes | No | N/a |
|  |                                  |   |     | ✓  |     |
|  |                                  |   | Yes | No | N/a |
|  |                                  | They are valued at fair value except where they qualify as basic financial instruments.   |     |    | ✓   |
|  |                                  |   |     |    |     |

| Section C |                                | Notes to the accounts     |                           |                                |  | (cont)             |                   |
|-----------|--------------------------------|---------------------------|---------------------------|--------------------------------|--|--------------------|-------------------|
|           |                                |                           |                           |                                |  |                    |                   |
|           | <b>Note 3</b>                  | <b>Analysis of income</b> |                           |                                |  |                    |                   |
|           |                                |                           | <b>Unrestricted funds</b> | <b>Restricted income funds</b> |  | <b>Total funds</b> | <b>Prior year</b> |
|           |                                | <b>Analysis</b>           |                           |                                |  | <b>£</b>           | <b>£</b>          |
|           | <b>Donations and legacies:</b> | Donations and gifts       | 22,355                    | 1,553                          |  | 23,908             | 6,086             |
|           |                                | <b>Total</b>              | 22,355                    | 1,553                          |  | 23,908             | 6,086             |
|           |                                |                           |                           |                                |  |                    |                   |
|           | <b>Charitable activities:</b>  | Fundraising               | 18,491                    | -                              |  | 18,491             | 6,691             |
|           |                                | <b>Total</b>              | 18,491                    | -                              |  | 18,491             | 6,691             |
|           | <b>Cost of sales:</b>          | Consumption of stock      | - 435                     | -                              |  | - 435              | - 520             |
|           |                                | <b>Total</b>              | - 435                     | -                              |  | - 435              | - 520             |
|           | <b>TOTAL INCOME</b>            |                           | 40,411                    | 1,553                          |  | 41,964             | 12,257            |
|           |                                |                           |                           |                                |  |                    |                   |
|           | <b>Other information:</b>      |                           |                           |                                |  |                    |                   |
|           |                                |                           |                           |                                |  |                    |                   |
|           |                                |                           |                           |                                |  |                    |                   |
|           |                                |                           |                           |                                |  |                    |                   |

| Section C |   | Notes to the accounts                             |                           |                                | (cont)   |                    |                   |
|-----------|---|---|---------------------------|--------------------------------|----------|--------------------|-------------------|
|           |   |   |                           |                                |          |                    |                   |
|           | <b>Note 4</b>                               | <b>Analysis of expenditure</b>                    |                           |                                |          |                    |                   |
|           |   |   | <b>Unrestricted funds</b> | <b>Restricted income funds</b> |          | <b>Total funds</b> | <b>Prior year</b> |
|           |   | <b>Analysis</b>                                   |                           |                                |          | <b>£</b>           | <b>£</b>          |
|           | <b>Expenditure on raising funds:</b>        | Incurring seeking donations                       | 280                       | -                              | -        | 280                | 54                |
|           |   | Staging fundraising events                        | 2,463                     | -                              | -        | 2,463              | 600               |
|           |   | Advertising, marketing, direct mail and publicity | 72                        | -                              | -        | 72                 | 34                |
|           |   | <b>Total expenditure on raising funds</b>         | <b>2,815</b>              | <b>-</b>                       | <b>-</b> | <b>2,815</b>       | <b>688</b>        |
|           |   |   |                           |                                |          |                    |                   |
|           | <b>Expenditure on charitable activities</b> | Education   | 4,225                     | -                              | -        | 4,225              | 6,166             |
|           |   | Household costs                                   | 20,514                    | -                              | -        | 20,514             | 7,811             |
|           |   | Social events                                     | 488                       | -                              | -        | 488                | 228               |
|           |   | Housing   |                           | 2,924                          | -        | 2,924              | -                 |
|           |   | <b>Total expenditure on charitable activities</b> | <b>25,227</b>             | <b>2,924</b>                   | <b>-</b> | <b>28,151</b>      | <b>11,313</b>     |
|           |   |   |                           |                                |          |                    |                   |
|           | <b>Insurance</b>                            |   | 283                       | -                              | -        | 283                | 283               |
|           |   |   | -                         | -                              | -        | -                  | -                 |
|           |   | <b>Total</b>                                      | <b>283</b>                | <b>-</b>                       | <b>-</b> | <b>283</b>         | <b>283</b>        |
|           |   |   |                           |                                |          |                    |                   |
|           | <b>Other</b>                                | Office and general administration                 | 287                       | -                              | -        | 287                | 406               |
|           |   | Training  | 187                       | -                              | -        | 187                | 340               |
|           |   | Travel  | 108                       | -                              | -        | 108                | -                 |
|           |   | Computer and internet expense                     | 232                       | -                              | -        | 232                | -                 |
|           |   | <b>Total other expenditure</b>                    | <b>814</b>                | <b>-</b>                       | <b>-</b> | <b>814</b>         | <b>745</b>        |
|           |   |   |                           |                                |          |                    |                   |
|           | <b>TOTAL EXPENDITURE</b>                    |   | <b>29,138</b>             | <b>2,924</b>                   | <b>-</b> | <b>32,063</b>      | <b>15,921</b>     |



| Section C |   | Notes to the accounts           |  |                  | (cont)           |
|-----------|---|---------------------------------|--|------------------|------------------|
|           |   |                                 |  |                  |                  |
|           |   |                                 |  |                  |                  |
|           | <b>Note 5</b>   | <b>Cash at bank and in hand</b> |  |                  |                  |
|           |   |                                 |  | <b>This year</b> | <b>Last year</b> |
|           |   |                                 |  | <b>£</b>         | <b>£</b>         |
|           | <b>Short term cash investments (less than 3 months maturity date)</b> |                                 |  | -                | -                |
|           | <b>Short term deposits</b>  |                                 |  | -                | -                |
|           | <b>Cash at bank and on hand</b>                                       |                                 |  | 22,634           | 12,618           |
|           | <b>Other</b>  |                                 |  | -                | -                |
|           | <b>Total</b>  |                                 |  | 22,634           | 12,618           |

| Section C  |  | Notes to the accounts      |  |           | (cont) |  |  |
|--|--|----------------------------|--|-----------|--------|--|--|
| Note 6   |  | Transactions with trustees |  |           |        |  |  |
| 6.1 Trustee remuneration and benefits  |  |                            |  |           |        |  |  |
| None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)  |  | TRUE                       |  |           |        |  |  |
| 6.2 Trustees' expenses   |  |                            |  |           |        |  |  |
| <i>If the charity has paid trustees expenses for fulfilling their duties, details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box below. If there are transactions to report, please enter "False".</i> |  |                            |  |           |        |  |  |
| No trustee expenses have been incurred (True or False)   |  | FALSE                      |  |           |        |  |  |
| Type of expenses reimbursed  |  | This year                  |  | Last year |        |  |  |
|  |  | £                          |  | £         |        |  |  |
| Travel   |  | 108                        |  | Nil       |        |  |  |
| Subsistence  |  | Nil                        |  | Nil       |        |  |  |
| Accommodation  |  | Nil                        |  | Nil       |        |  |  |
| Other (please specify):  |  | Nil                        |  | Nil       |        |  |  |
| TOTAL  |  | 108                        |  | Nil       |        |  |  |
| Please provide the number of trustees reimbursed for expenses or who had expenses paid by the charity  |  | ONE                        |  |           |        |  |  |



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Sevenoaks Welcomes Refugees

On accounts for the year  
ended

31<sup>st</sup> March 2021

Charity no  
(if any)

1184120

Set out on pages

1-10

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

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:

Claire Davison

Date:

27/1/23

Name:

Claire Davison

Relevant professional  
qualification(s) or body  
(if any):

ACA (ICAEW)

Address:

32 Marlborough Crescent

Sevenoaks

**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.**