

FRIENDS AT MIDNIGHT PROJECT TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 01 July 2025

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1. CHARITY INFORMATION

Registered Charity Number: **1185955**

Registered Office: **Flat 9, Joseph Lister Court, Upton Lane, London, E7 9PS**

Trustees (who served during this period):

Phionah Primah Ndawula (Chair)

Joseph Kiyemba

Pete Gabayo

2. TRUSTEES' ANNUAL REPORT

Objectives and Activities

Friends at Midnight Project exists to promote social inclusion, wellbeing, and empowerment among vulnerable individuals, particularly from Black, Asian, and Minority Ethnic (BAME) backgrounds, newly arrived migrants, asylum seekers, and refugees in the UK.

Our charitable aims are delivered through:

- Practical support and guidance on housing, welfare, health, and education.
- Advocacy services to help individuals navigate public services, access entitlements, and exercise their rights.
- Organising community engagement events, educational sessions, and support groups to promote integration, inclusion, and alleviate isolation.

We are committed to reducing inequality, advancing opportunities, and building stronger, more connected communities.

Achievements and Performance

Key Achievements in 2024–2025:

- ✓ Held **12 successful resettlement classes** for young refugees to support their integration, confidence, and understanding of life in the UK.
- ✓ Organised a **London City trip** for young refugees, providing social connection, cultural exposure, and joy during a challenging transition.
- ✓ Facilitated **8 community events**, offering practical guidance on welfare, benefits, housing rights, and navigating the NHS.
- ✓ Supported **over 75 individuals** through one-to-one advice, referrals, and advocacy.
- ✓ **Distributed food parcels, snacks, and essential supplies** to families in financial hardship through strong local partnerships.
- ✓ Sustained a dedicated team of **27 active volunteers**, including bilingual members to assist non-English-speaking communities.
- ✓ **Expanded outreach** to vulnerable groups affected by the cost-of-living crisis and housing instability.
- ✓ **Strengthened collaborations** with faith groups, community organisations, and local businesses to increase in-kind support.
- ✓ **Maintained a trusted community presence** through word-of-mouth, social media, and consistent grassroots engagement.

Outcomes Delivered:

- **Increased awareness** of rights and entitlements among service users
- **Reduced isolation**, especially for elderly migrants and young families
- **Improved access** to essential services including GP registration, housing advice, and food banks
- **Boosted resilience and confidence** in navigating complex welfare systems

Despite limited financial resources, our community-led approach allowed us to **deliver high-impact outcomes**, keeping services open, inclusive, and accessible to those in greatest need.

Financial Review

For the Year Ending 1 July 2025

During the financial year, the organisation received a total income of **£10,050**, which was fully utilised in delivering charitable activities supporting young refugees and their families. The income comprised **£4,600 in cash donations** and **£5,450 in in-kind contributions**. Below is a detailed breakdown of expenditure:

Cash Expenditure Breakdown (*Total: £4,600*)

- 12 Resettlement classes for young refugees: **£1,200**
- London City trip for young refugees: **£810.23**
- Community events, workshops, and outreach meetings: **£989.77**
- Communications (phone, internet, software, printing): **£550**
- Volunteer expenses and travel reimbursements: **£750**
- Administrative costs (office materials, stationery, postage): **£300**

In-Kind Contributions Breakdown (*Estimated Value: £5,450*)

- Donated furniture (shelves, tables, seating): **£1,250**
- Refreshments and snacks for events and classes: **£1,100**
- Stationery and office supplies: **£950**
- Educational materials (books, activity packs, classroom items): **£1,300**
- Miscellaneous items (cleaning supplies, kitchenware, décor): **£850**

Reserves Policy:

The charity currently holds no cash reserves and spends all income within the reporting year. Our long-term aim is to build modest reserves (targeting three months' operating costs) to ensure sustainability against unforeseen challenges.

Financial Controls:

All income and expenditure are recorded, reviewed, and authorised by trustees in line with our Internal Financial Controls Policy.

Structure, Governance, Policies and Compliance

Structure and Governance

Friends at Midnight Project is a registered charity governed by a board of trustees, who meet regularly to review activities, finances, and strategic direction. The charity operates without paid staff and relies entirely on volunteers. Decisions are made collectively to ensure accountability, transparency, and alignment with our charitable purposes.

Key Policies in Place:

- Financial Controls Policy
- Safeguarding Policy (including enhanced DBS checks for trustees and volunteers)
- Complaints Policy
- Serious Incident Reporting Policy
- Risk Management Policy
- Trustee Expenses and Conflicts of Interest Policy
- Data Protection and Confidentiality Policy
- Equality, Diversity, and Inclusion Policy
- Bullying, Harassment, and Grievance Policy
- Social Media and Communications Policy
- External Speakers and Partnership Vetting Policy
- Environmental Responsibility Statement (reducing waste, encouraging sustainability in events)

Risk Management

Risk assessments are conducted regularly covering safeguarding, financial management, reputational risk, and operational safety. We continue to strengthen governance through trustee training and periodic reviews of our policies.

Compliance:

The trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission under section 17 of the Charities Act 2011.

3. STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 01 July 2025

(All funds unrestricted)

Income	£
Donations	4,600
Gifts in Kind	5,450
Total Income	10,050

Cash - Donation Expenditure	£
12 Resettlement classes	1,200.00
London City trip	810.23
Community Events, Workshops, Outreach	989.77
Communications	550.00
Volunteer Expenses, Travel	750.00
Administrative Expenses	300.00
Total Expenditure	4,600.00

In-Kind Expenditure	£
Donated furniture	1,250.00
Refreshments and snacks	1,100.00
Office Furniture and Equipment	950.00
Educational materials	1,300.00
Miscellaneous (cleaning, kitchenware, etc.)	850.00
Total in-kind expenditure	5,450.00

4. BALANCE SHEET

As of 01 July 2025

Assets	£
Cash at Bank and in Hand	0
Office Furniture and Equipment	950
Total Assets	950

Liabilities	£
Creditors (Unpaid Expenses)	0
Total Liabilities	0

These financial statements were approved by the Board of Trustees and signed on their behalf by:



Phionah Primah Ndawula (Chair)

Date: 01/08/2025

5. NOTES TO THE FINANCIAL STATEMENTS

Basis of Preparation:

These financial statements are prepared on a receipts and payments basis, in accordance with guidance for small charities.

Additional Notes:

- The charity has operated solely on voluntary contributions and gifts in kind.
- All funds were unrestricted and used within the reporting period.
- No liabilities, loans, or debts existed at year-end.
- The charity owns basic office equipment valued at **£950**.
- No investment or trading activities took place during the year.

6. CONCLUSION AND FUTURE PLANS

Summary:

Friends at Midnight Project continues to provide crucial services to those most at risk of marginalisation. Despite limited financial resources, our impact has been significant through dedicated volunteer work, strategic partnerships, and practical support tailored to the needs of our beneficiaries.

Looking Ahead (2025-2026):

- Expand outreach services to tackle growing needs arising from the housing crisis, food insecurity, and rising living costs.
- Seek modest grant funding and corporate partnerships to strengthen financial sustainability.
- Increase our volunteer base, with a focus on training and retention.
- Develop new collaborations with health services, schools, and migrant organisations to broaden our reach.
- Continue to uphold the highest standards of governance, safeguarding, and transparency.

We remain deeply committed to building resilient, connected communities where everyone has the opportunity to thrive.

END OF REPORT