

Charlbury Refugee Action Group

**Annual report and financial statements for the year ended 31 August 2024**

Fiveways House  
Sturt Road  
Charlbury  
Oxfordshire  
OX7 3AB

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## **CHARLBURY REFUGEE ACTION GROUP (1205294)**

### **Annual report and financial statements for the year ended 31 August 2024**

The trustees hereby present the annual report together with the financial statements and independent examiner's statement in respect of the charity for the financial year 2023-2024.

#### **A: Reference and Administrative Details**

**Name of charity:** Charlbury Refugee Action Group (also known as CRAG)

**Charity registration number:** 1205294

**Charity's principal address:** Fiveways House, Sturt Road, Charlbury, Oxfordshire OX7 3AB

#### **Trustees and officers:**

Hilary Barber	(until 16 October 2023)
Felicity Brooks	
Vicky Buser	Secretary
Angela Gwatkin	Treasurer
Nick Parker	
Val Parker	Chair
Alice Prochaska	
Christina Surawy	
Frances Webber	

(as at date of submission) Hugh Goyder (elected 20 October 2024)

#### **Independent Examiner:**

Hugh Belshaw,  
14 Sandford Park,  
Charlbury,  
Oxfordshire OX7 3TH

#### **B: Structure and governance**

The charity is an unincorporated association. Its governing document is a Constitution, first drafted in 2016 and adopted in its current form by members at an extraordinary general meeting on 16 October 2023.

Trustees are elected annually by members at the charity's Annual General Meeting.

The Trustees have adopted policies and procedures relating to:

- (a) Internal financial controls;
- (b) Safeguarding;
- (c) Risk management;
- (d) Trustees' expenses.

## **C: Objectives and activities**

**Objects:** to provide relief and assistance for refugees and those seeking asylum who are victims of war, natural disaster, trouble or catastrophe, primarily by providing grants or donations to such charities or charitable bodies as the trustees shall determine.

### **Activities undertaken in relation to the objects:**

- Raising funds and receiving grants and donations through means including direct requests and appeals to grant-making bodies and individuals, sales and community events;
- Applying the funds thus raised to carry out the work of the Charity;
- Cooperating with other charities and humanitarian and development organisations;
- Supporting individuals and organisations to engage with meeting the needs of those the Charity seeks to serve;
- Disseminating information on refugee-related subjects through means including publications, talks and public meetings;
- Carrying out any other activities which in the opinion of the Trustees will promote the Objects of the Charity and are for the public benefit.

**Public benefit:** In exercising their powers and duties, the Trustees have had due regard to the Charity Commission guidance on the public benefit as required by s17 Charities Act 2011.

## **D. Achievements of the charity during the year**

### ***Report from the chair:***

This has been our first year as a registered charity, and as new trustees we have been working hard to understand our responsibilities and ensure that our activities pursue our objectives and are for the public benefit.

In line with our objectives, we have undertaken the following work during the year:

**Grant-giving:** As raising funds and making grants to front-line organisations working with refugees constitute our main activities, trustees' main responsibilities are in ensuring that the uses to which our funds are directed meet the needs of their beneficiaries in ways wholly compatible with our charitable objectives and with the public interest, and that the organisations we fund are safeguarding beneficiaries, volunteers and staff and acting in line

with the nine principles of the Core Humanitarian Standards. Our grant-making has been informed both by the extent of need in particular areas, and by trustees' confidence in the grantees' ability to meet the need appropriately. To that end, we have developed our due diligence processes during the year, so that we know as precisely as possible:

- what the grant will be used for (and monitor the end use of the grant afterwards);
- whether any financial, regulatory or safeguarding issues have arisen in the organisations we fund, and if so how they were dealt with.

We perform full due diligence on all new grantee organisations. We have appointed a due-diligence officer (Christina Surawy) to focus on this work. We have consolidated our grant-giving by establishing partner charities with whom we work closely, and to whom we regularly give funds. The charities concerned, in the financial year, were:

**Care4Calais**, who received £4,500 over the year, in three grants, for *inter alia* clothing for refugees in Calais and for asylum seekers accommodated at former RAF base Wethersfield, Essex;

**Refugee Community Kitchen**, who received £4,500 over the year, in three grants, for purchases including fresh vegetables for hot meals provided to refugees in Calais;

**Safe Passage**, who received £4,640 over the year, in four grants, for the provision of legal advice and assistance for those fleeing conflict, for advocacy on safe routes to asylum for refugees, and for working with young refugees in the UK;

**Asylum Welcome**, a local Oxford charity, who received £5,500 over the year in four grants, for general purposes relating to their work with refugees and asylum seekers, set out in their annual reports and other communications, including provision of basic material assistance including meals; provision of bicycles and laptops; assistance finding legal representation for asylum seekers; mentoring refugee children in local schools and finding sanctuary hosts;

**Collective Aid**, who received £3,500 over the year in three grants, for the provision of new underwear and hygiene items to homeless and precariously accommodated refugees in Serbia, Bosnia and Lesvos, and for rental costs of the warehouse used for storage and distribution of items to refugees in Bosnia;

**The Hope Project** in Lesvos, who received £4,020 over the year in four grants, for (*inter alia*) the provision of hygiene items and fresh food to those seeking asylum on the island, payment of an electricity bill to keep the lights and refrigerators on.

We also made two one-off grants: one of £6,000 to **Medical Aid for Palestinians** for urgent medical assistance to refugees in Gaza, and a grant of £2,500 to **Glocal Roots** for provision for refugees' basic needs and to foster inclusion (eg, language classes) on the Greek island of Kos.

Thus our total grants this year per country where they were used were:

France: £9,000

Greece: £6,520

Serbia: £3,500

Palestine/ Gaza: £6,000

UK: £10,140

Making a grand total of £35,160 given in grants to frontline refugee charities in the year.

**Fundraising:** In this financial year we received a large donation of £10,000, from the Indigo Trust (on which we performed due diligence checks which enabled us to accept it). The other significant funder is the Evenlode Trust, a local charity linked to an investment company, Wise Investments. The Evenlode Foundation gave us a grant of £5,000 before this financial year, to defray expenses such as those of the concert performers, who often travel quite a long way to perform. This is a restricted fund. It means that every penny we raise in concert tickets and in sales is used for our charitable purposes.

Alongside our regular donations and one-off gifts, our main source of income has been through events such as our winter concerts season, which has now become a mainstay in Charlbury, benefitting our community as well as raising significant sums for our charity; our annual Bring and Buy sale; and other local charity events which in this financial year included a Feast in a local restaurant.

**Collec ions:** We have made two collections of warm clothing and equipment which have been sent to Care 4 Calais.

**Dissemina ing informa ion:** We use a variety of media to disseminate information about the charity and its activities. In addition to CRAG's Facebook page, and a page on the Charlbury Info website, we now have our own website, where people can find out what we do, the work we support, can book tickets for events and become members. A CRAG newsletter goes out to members once or twice a month, and we have a page in the quarterly Charlbury Chronicle and a column in The Leaflet (St Mary's Charlbury parish magazine). CRAG members speak to local groups on request.

**Raising awareness:** We are aware of the importance of raising awareness in our local community of the plight of refugees and make sure that we have a presence at local events such as the annual Street Fair, where members of the public stop and ask questions. We participate in the Christmas Tree Festival, with refugee-themed decorations, and for Refugee Week 2024 in June, we partnered with the local Amnesty International group in Chipping Norton in covering an old telephone box in the centre of the town with informative posters. During the 2023-24 financial year we hosted a talk from the author of a recently published report on the criminalisation of asylum seekers arriving in small boats (24 April 2024); and our October 2023 AGM featured a talk from volunteers at Witney charity Volunteer Link-Up, about their work with asylum seekers in Witney hotels.

## **E: Financial review**



**Charity's policy on reserves:** The charity has no reserves, as it has no paid staff, premises or other major expenditure, operating entirely through volunteers. It aims to give funds to frontline groups assisting refugees as quickly as possible after receiving the funds.

There are no funds materially in deficit.

For the financial period 1 September 2023 to 31 August 2024, our total receipts were £36,544, of which £1,000 is restricted. None of our funds come from government contracts or government grants, and none of our income came from outside the UK.

Our total payments were £36,846, of which £1,480 came out of restricted funds. The grants we made to frontline charities totalled £35,160. We made grants to our charitable partners and other charities in the UK, France, Greece, Serbia and Gaza. We made no grants to individuals, to non-charitable organisations, and no payments to related parties or to trustees (except to reimburse expenses incurred in carrying out the charity's activities).

Approved by the Trustees of the charity on 29 April 2025 and signed on its behalf by

.....  
*Valerie Parker*

Val Parker, Chair  
Trustee

.....  
*Angela Gwatkin*

Angela Gwatkin, Treasurer  
Trustee





# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Charlbury Refugee Action Group

On accounts for the year  
ended

31 August 2024

Charity no  
(if any)

1205294

Set out on pages

1 & 2

(remember to include the page numbers of additional sheet(s))

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 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 (~~other than that disclosed below~~ \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

30/04/25

Name:

H R Belshaw

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

MBA

Address:

14 Sandford Park Charlbury Oxon. OX7 3TH



Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01-Sep-23		31-Aug-24

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Concert income	16,858	-	-	16,858	8,878
Café	928	-	-	928	1,294
Art Fair	-	-	-	-	730
In Memorium	-	-	-	-	1,901
Bring & Buy	876	-	-	876	759
Talks	-	-	-	-	1,822
Auction Proceeds	-	-	-	-	3,524
Recipe Books	25	-	-	25	45
Christmas Cards	319	-	-	319	490
At Home Sales	-	-	-	-	297
Evenlode Fund	15	1,000	-	1,015	5,000
Group Donations	10,803	-	-	10,803	1,393
Personal Donations	3,897	-	-	3,897	4,333
Just Giving Donations	1,349	-	-	1,349	-
Gift Aid	474	-	-	474	-
<b>Sub total (Gross income for AR)</b>	<b>35,544</b>	<b>1,000</b>	<b>-</b>	<b>36,544</b>	<b>30,466</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>35,544</b>	<b>1,000</b>	<b>-</b>	<b>36,544</b>	<b>30,466</b>
<b>A3 Grants</b>					
Care4Calais (France)	4,500	-	-	4,500	3,136
Safe Passage (UK)	4,640	-	-	4,640	1,500
Asylum Welcome (UK)	5,500	-	-	5,500	7,850
Hope Project (Greece)	4,020	-	-	4,020	4,760
Refugee Community Kitchen (France)	4,500	-	-	4,500	2,250
Collective Aid (Serbia)	3,500	-	-	3,500	5,660
Medical Aid for Palestinians (Palestine)	6,000	-	-	6,000	-
Glocal Roots (Greece)	2,500	-	-	2,500	-
Charmaghz	-	-	-	-	500
Medical Volunteers	-	-	-	-	721
Euro Relief	-	-	-	-	1,000
Wonder Foundation	-	-	-	-	2,000
<b>Other expenses</b>					
Contingency Fund	-	-	-	-	356
Events expenses	-	1,480	-	1,480	2,116
Calais Trip	-	-	-	-	15
Insurance	206	-	-	206	201
<b>Sub total</b>	<b>35,366</b>	<b>1,480</b>	<b>-</b>	<b>36,846</b>	<b>32,065</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>35,366</b>	<b>1,480</b>	<b>-</b>	<b>36,846</b>	<b>32,065</b>
<b>Net of receipts/(payments)</b>	<b>178</b>	<b>- 480</b>	<b>-</b>	<b>- 302</b>	<b>- 1,599</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	<b>323</b>	<b>2,884</b>	<b>-</b>	<b>3,207</b>	<b>4,806</b>
<b>Cash funds this year end</b>	<b>501</b>	<b>2,404</b>	<b>-</b>	<b>2,905</b>	<b>3,207</b>

Section B Statement of assets and liabilities at the end of the period


Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	General Fund	501	-	-
	Evenlode Fund	-	2,404	-
		-	-	-
	<b>Total cash funds</b>	<b>501</b>	<b>2,404</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



Signed by one or two trustees on  
behalf of all the trustees

Signature	Print Name	Date of approval
 Valerie Parker	A. GWATKIN V.A. PARKER	29 Apr 2025 29.4.25