



## Trustees' Annual Report for the period

From 01/02/2019

To 31/01/2020

Charity name: West Devon Safe Haven

Charity registration number: 1174272

### Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	<p>The relief of financial hardship amongst those granted refugee status and their dependents living (temporarily or permanently) in the borough of West Devon and the surrounding area;</p> <p>To preserve and protect the physical and mental health of those granted refugee status and their dependents;</p> <p>To advance the education and training of those granted refugee status and their dependents in need thereof so as to advance them in life and assist them to adapt within a new community;</p> <p>To advance the education of the public in general about the issues relating to refugees and those seeking asylum.</p>
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.	<p>WDSH has organised and implemented English language support sessions to supplement the formal lessons provided under the Syrian Vulnerable Persons Scheme.</p> <p>WDSH has organised internet provision for the homes of refugees in West Devon, paying for the first year's provision.</p> <p>WDSH volunteers have accompanied refugees to medical appointments when required.</p> <p>WDSH has liaised with schools when requested to do so by the families.</p> <p>WDSH has sourced bicycles for the refugee families.</p> <p>WDSH has facilitated participation in activities for refugee children, paying for the initial sessions.</p> <p>WDSH has helped some of the adult refugees to apply for work.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity	<p>The trustees confirm that we have had regard to the guidance issued by the Charity Commission on public benefit, at all times considering whether our activities further the</p>

Commission on public benefit	objective of supporting and integrating refugees within the West Devon community.
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### Additional information

Policy on grant making	When considering whether to provide finance for any specific purpose WDSH considers whether the need results from the recipient's refugee status, rather than from their financial situation alone.
Contribution made by volunteers	WDSH has no paid employees, so all contributions of time come from volunteers. In addition to the voluntary financial donations contributed by members of the public WDSH also receives contributions of items such as household equipment, bicycles, garden furniture and clothing.

### Achievements and Performance

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.	Five families of Syrian refugees have settled in West Devon: the first two families arrived in June 2017. WDSH have helped these families to settle and feel secure, not least by being a first point of reference when potential problems arise. We have helped some individuals to find part-time paid employment, which is important for their self-esteem as well as for their income. WDSH has helped three of the families to move from their initial accommodation to new premises, thus helping the family to feel more 'at home' in West Devon. The additional language support sessions not only help to develop the families' English language capabilities but also provide the reassurance that comes from regular contact with friendly faces, though as families become more established WDSH have focused less upon supporting the adults' language and more upon working with schools to support the children's learning.

## Financial Review

Review of the charity's financial position at the end of the period	Current assets: £51, 735 Fixed assets (land and building): £201, 094  Total assets: £252, 829
Statement explaining the policy for holding reserves stating why they are held	The reserves are held to cover the costs of maintaining the charity's property and for covering other property expenses.
Amount of reserves held	£252, 829 of which £51, 735 are current assets.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	In 2017 WDSH received a donation of £250,000 for the purpose of purchasing a house to provide accommodation for a family of Syrian refugees. The house purchase was completed in December 2017, leaving more than £50,000 in reserve for housing repairs and for funding future housing provision. In addition to this reserve WDSH receives £630.20 per month in rent for the property from West Devon Borough Council. These housing-related funds are not used for 'regular' expenses but are reserved specifically for housing matters, including to facilitate families to move into new accommodation.  The funds for the regular support of the families comes from charitable donations from individuals, from charitable trusts and from institutions such as churches.
A description of the principal risks facing the charity	WDSH does not appear to face significant risks, but if the organisations that we work with were forced to reduce their services this could pose a problem for the work of WDSH. The support WDSH provides depends upon the time provided by volunteers and if insufficient volunteers were available this would be a problem.

## Structure, Governance and Management

Type of governing document	CIO – Foundation Registered 16 Aug 2017
How is the charity constituted?	Charitable Incorporated Organisation
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	Trustee selection is through co-option following a vote of current trustees.

### Additional information

The charity's organisational structure and any wider network with which the charity works	<p>The trustees meet monthly to organise activities, agree small payments and to draft policies. If large payments are proposed then any trustees absent from the monthly meeting are given an opportunity to put forward their views before a final decision is taken. Sometimes other volunteers attend the meetings and their views are welcomed, though they cannot vote on proposals.</p> <p>WDSH works with government bodies, notably Devon County Council (DCC) and West Devon Borough Council. We also work with refugee support charities appointed by DCC, namely Refugee Support Devon and Students and Refugees Together. We liaise with language schools such as Olive Tree (Exeter) and Open Doors (Plymouth).</p>
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### Reference and Administrative details

Charity name	West Devon Safe Haven
Registered charity number	1174272
Charity's principal address	104 Old Exeter Road, Tavistock, Devon, PL19 0JD

**Names of the charity trustees who currently manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Chris Dew			
2	Gillian Mill			
3	Wendy Mills-Hicks			
4	Jan Simpson	Treasurer		
5	Peter Squire			
6	Alison Stewart			
7	David Thomson	Chair		
8				
9				
10				

**Declarations**

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>		
<b>Position (eg Secretary, Chair, etc)</b>		
<b>Date</b>		

Registered Charity Number 1174272

WEST DEVON SAFE HAVEN  
FINANCIAL STATEMENTS FOR  
THE YEAR  
TO 31 JANUARY 2020

Established as a  
Charitable Incorporated Organisation  
16 August 2017

Registered Office  
21 Watts Road Tavistock PL19 8LG

Business Address  
104 Old Exeter Road Tavistock PL19 0JD

# WEST DEVON SAFE HAVEN

## COMPANY INFORMATION

		Appointed	Resigned
Directors/Trustees	Christine Dew	12 May 2017	
	Gillian Mill	12 May 2017	
	Wendy Mills-Hicks	12 May 2017	
	Jan Simpson	12 May 2017	
	Peter Squire	22 June 2018	
	Alison Stewart	12 May 2017	
	David Thomson	12 May 2017	
	Helen Tworkowski	12 May 2017	19 June 2020
Independent Examiner	Michael Jefferies F C A		
	Church Avenue House		
	Church Avenue		
	Lamerton		
	Devon PL19 8RN		

# WEST DEVON SAFE HAVEN

## Contents

1. Independen ExaminersReport
2. Profit and Loss Account
3. Balance sheet





**Independent Examiner's Report**

Report to the trustees **West Devon Safe Haven**

On accounts for the year ended

**31<sup>st</sup> January 2020**

Charity no (if any)

**1174272**

Set out on pages

**following**

**Respective responsibilities of trustees and examiner** The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

4. examine the accounts under section 145 of the Charities Act,
5. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
6. to state whether particular matters have come to my attention.

**Basis of independent examiner's statement** My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement** In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

7. accounting records were not kept in accordance with section 130 of the Charities Act or
8. the accounts do not accord with the accounting records

I 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.

Signed:

Date:

Name:

**Michael Stuart Jefferies**

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

**Fellow of the Institute of Chartered Accountants in England and Wales  
FCA**

Address:

**Church Avenue House, Church Avenue, Lamerton, Devon PL19 8RN**

WEST DEVON SAFE HAVEN  
PROFIT AND LOSS ACCOUNT  
FOR THE YEAR ENDED  
31 JANUARY 2020

INCOME	2020	2019
	£	£
Deed of Gift	0	250,000
Donations	2,894	8,386
Misc, etc	846	4,421
Rent Receivable	<u>6,932</u>	<u>7,920</u>
	<u>10,672</u>	<u>270,727</u>
EXPENDITURE		
Household Expenditure,		
Clothing, etc	6,603	11,972
Travel	2,480	2,461
Rent top-ups	3,014	0
Misc	<u>2,040</u>	<u>0</u>
	<u>14,137</u>	<u>14,433</u>
SURPLUS/(DEFICIT)	<u>(3,465)</u>	<u>256,294</u>

WEST DEVON SAFE HAVEN  
BALANCE SHEET  
AS AT  
31 JANUARY 2020

FIXED ASSETS	2020	2019
	£	£
Land and Building	201,094	201,094
CURRENT ASSETS		
Cash	165	51
Bank Account	<u>51,570</u>	<u>55,149</u>
Net Current Assets	<u>51,735</u>	<u>55,200</u>
TOTAL ASSETS	<u>252,829</u>	<u>256,294</u>
RESERVES		
Balance at 1 February 2019	256,294	0
Surplus/(Deficit) for year	<u>(3,465)</u>	<u>256,294</u>
Balance at 31 January 2020	<u>252,829</u>	<u>256,294</u>

The Financial Statements for the year ended 31 January 2020 were approved by the Trustees on 1 May 2020

Signed .....

# WEST DEVON SAFE HAVEN

## Independent Examiners Report

Report to the Trustees on the Financial Statements for the year ended 31<sup>st</sup> January 2020

I report to the trustees on my examination of the financial statements of the above charity ("the Trust") for the period ended 31<sup>st</sup> January 2020.

### Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the financial statements in accordance with the requirements of the the Charities Act 2011 ("the Act")

I report in respect of my examination of the Trust's financial statements 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

The Charity's gross income has not exceeded £250,000. I am nevertheless qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give 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 financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements 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 financial statements to be reached.

Signed

Date

Name            Michael Stuart Jefferies F C A