

Charity Number 1183558

Southampton and Winchester Visitors Group

**Report and Financial Statements
For the period 23 May 2019 to 31 August 2020**

Address	Southampton and Winchester Visitors Group PO Box 1615, Southampton SO17 3WF Email: info@swvg-refugees.org.uk Web: www.swvg-refugees.org.uk
Patrons	Miriam Margolyes, OBE John Pilkington Dr. Shirley Firth
Trustees	Chair: Chris Stephens Treasurer: Andrew White Co-ordinator: Claudia Glyn Stash Kozlowski Catherine Hartley Christine Holloway William Brook-Hart Mark Courtice (appointed 18/11/2019) Rev. Dr. Stephen Sizer (appointed 18/11/2019) David Retter (appointed 16/12/2019)
Secretary	Jessica Hasan
Administrator	Xanthe Hackett
Bankers	HSBC Bank Plc, 19 High Street, Salisbury SO23 9BZ
Independent Examiner	Peter Casson FCA

Southampton and Winchester Visitors Group

The Trustees present their report and the financial statements for the period from 23 May 2019 to 31 August 2020.

Formation

The charity was formed as a Charitable Incorporated Organisation to take over the activities and assets and liabilities of the unincorporated charity of the same name. It was registered with the Charity Commission on 23 May 2019. The assets and liabilities were transferred between December 2019 and March 2020 and the activities were transferred on 1 January 2020.

Governance and management

The Trustee Board comprises a minimum of 3 and a maximum of 10 members elected at each Annual General Meeting. Trustees who held office during the period are listed on page 2.

The Board meets monthly and is supported by a number of sub-committees each of which includes at least one trustee. The trustees also meet annually to discuss longer term issues and develop an action plan.

Aims and objectives

The main objects of the Group as set out in its constitution are:

For the relief of need, hardship and distress in the United Kingdom amongst refugees, asylum seekers and other immigrants by providing such charitable assistance as the Trustees think fit, including providing such persons with advice, assistance, representation, counselling, in matters such as money, debts, welfare, benefits, housing, health, asylum, immigration, education, training and employment.

Focus of our work

The Group is a volunteer led charity whose members work with asylum seekers and refugees mainly living in Southampton. The core of our work is to provide one-to-one support for individual clients who are assigned a trained visitor who meets with them regularly to provide friendship and practical help. We also have a team of teachers who offer one-to-one English lessons.

Our ASSIST scheme provides some temporary financial support to those clients pursuing their asylum claim, who are destitute but are not entitled to receive benefits or undertake paid work.

Our Legal Justice fund allows us to use the services of a very experienced immigration solicitor who provides advice to the Group on individual client cases and provides training for our members. SWVG is a partner in the Avenue Multicultural Centre and contributes to the running of this with three other charities. Each Friday we staff a help desk with two experienced visitors and the SWVG administrator.

Review

The charity had been operating for only a few weeks prior to the lockdown in response to Covid 19. Almost all face to face contact with clients ceased. Volunteers maintained contact with clients by phone and online wherever possible. The drop-in centre at Avenue St Andrews closed in March and has not yet re-opened.

Several Home Office processes have been changed, removing the need for clients to travel. There has been very little movement of asylum seekers from NASS accommodation and few clients have seen any progress with resolving their outstanding applications.

New hostel

In 2017 we set up a hostel for destitute asylum seekers by renting a house from a commercial landlord. In 2019 we entered into a partnership with the Society of St James (SSJ), a Southampton based charity and registered social landlord to set up a new hostel to be operated by SSJ on behalf of SWVG. A grant application was made to the Big Lottery on behalf of both charities by SSJ, for capital and revenue funding.

The application was successful. SSJ received £100,000 towards the purchase of a house with the balance being financed by a mortgage. The house was purchased early in 2020 and the hostel opened in July and the original hostel closed. SWVG will pay rent to SSJ of £27,500 per annum. SWVG was awarded £34,000 to meet the cost of subsistence payments to the hostel residents for a period of 32 months. The initial grant of £8,820 was received in this period.

Finance

Receipts for the period were £60,168, and payments were £51,425, producing a surplus for the period of £8,743.

Receipts included grants from charitable trusts of £40,220. We are grateful for a further grant from the Tolkien Trust of £20,000 which covers a significant part of our core costs. We also received a grant of £8,000 from Migration Exchange from their Respond and Adapt programme which seeks to extend services in response to Covid 19. We will use the grant to set up English teaching remotely. Details of grants received are set out on page 8 of this report.

We are grateful for the donations we have received from churches, other organisations and many individuals.

Payments included £31,984 in relation to accommodation and subsistence for destitute asylum seekers. Expenditure on other client activities was significantly reduced due to the pandemic.

Reserves Policy

The Trustees have agreed that the value of reserves should be between £40,000 and £50,000 representing 6 months recurring expenditure. Reserves at 31 August, excluding the grant for the English teaching project were £ 54,885.

This report was approved by the Trustees on 19th October 2020 and signed on their behalf by

Chris Stephens (Chair).

Southampton and Winchester Visitors Group

Independent Examiner's report to the Trustees

I report to the Trustees on my examination of the accounts of Southampton and Winchester Visitors Group (the Group) for the period ended 31 August 2020.

Responsibilities and basis of report

As the Trustees of the Group 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 Group'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 giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Group as required by section 130 of the Act; or
2. The accounts do not accord with those records.

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.

Peter Casson FCA
13 Skylark Road
Trumpington
Cambridge
CB2 9AQ

24 October 2020

Southampton and Winchester Visitors Group
Accounts for the period ended 31st August 2020

Receipts and payments

	Unrestricted £	2019/20 Restricted £	Total £
RECEIPTS			
Donations from organisations	250	500	750
Donations from individuals including gift aid	15,386	100	15,486
Grants from charitable trusts	20,400	19,820	40,220
Proceeds of fund-raising events	3,513	0	3,513
Interest	199	0	199
Total receipts	39,748	20,420	60,168
PAYMENTS			
Visitors' travel and other expenses	470	0	470
Payments to or for clients			
Professional fees	0	390	390
For accommodation and subsistence	0	31,984	31,984
Food vouchers	0	240	240
Travel	1,378	632	2,010
English teaching	1,422	0	1,422
Social activities	857	0	857
Other	509	175	684
Total payments to or for clients	4,166	33,421	37,587
Administration			
Salaries	9,920	0	9,920
Expenses relating to fund-raising activities	160	0	160
Training	272	0	272
Printing, stationery, postage, etc	573	0	573
Website	330	0	330
Other	2,113	0	2,113
Total administration expenses	13,368	0	13,368
Total payments	18,004	33,421	51,425
Net excess of receipts over payments for the period	21,744	(13,001)	8,743
Transfers between Restricted & Unrestricted Funds	(29,003)	29,003	
Transfers from unincorporated charity	53,884	258	54,142
Balance brought forward	0	0	0
Balance carried forward	46,625	16,260	62,885

Southampton and Winchester Visitors Group
Accounts for the period ended 31st August 2020

Statement of assets and liabilities at 31 August 2020

	Charity Transfer £	Received £	Paid £	Transfers	31.08.20 £
CASH FUNDS					
Unrestricted Funds	53,884	39,748	18,004		46,625
Transfers to restricted funds				(29,003)	
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Restricted Funds					
For ASSIST scheme	0	11,820	31,984	28,164	8,000
For Legal Justice project	258	100	1,197	839	0
For English teaching	0	8,000			8,000
Other	0	500	240		260
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Total Restricted Funds	258	20,420	33,421	29,003	16,260
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Total Funds	54,142	60,168	51,425	0	62,885
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Represented by:	31.08.20
	£
HSBC Treasurer's account	10,485
Nationwide Building Society	23,000
Redwood Bank	29,000
Float for expenses	400
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	62,885
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DEBTORS	
Tax on Gift Aid donations	1,282
Other debtors	970
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	2,252
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CREDITORS	
For expenses	855
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Signed for and on behalf of the Trustees

Chris Stephens
 (Chair)

19th October 2020

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Accounts for the period ended 31st August 2020

NOTES:

GRANTS

	Unrestricted	Restricted	Total
Grants received from charitable trusts were:	£	£	£
The Tolkien Trust	20,000		20,000
Knight Charitable Trust	400		400
For the ASSIST scheme			
The 29 th May 1961 Charitable Trust		3,000	3,000
The Big Lottery		8,820	8,820
For English teaching			
Migration Exchange - Respond and Adapt Programme		8,000	8,000
	<u>20,400</u>	<u>19,820</u>	<u>40,220</u>

TRUSTEE EXPENSES

Expenses reimbursed to trustees during the period amounted to £1,064.

COMMITMENTS

The Group had outstanding commitments for the support of clients which fall after the year end of £5,243.