

REGISTERED COMPANY NUMBER: 3643622 (England and Wales)
REGISTERED CHARITY NUMBER: 1091200

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020
FOR
THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED

Read, Milburn & Co
71 Howard Street
North Shields
Tyne and Wear
NE30 1AF

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

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FOR THE YEAR ENDED 31 MARCH 2020**

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THE NORTH OF ENGLAND REFUGEE SERVICE LIMITED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Throughout the year NERS continued on working with and for the immediate and long term needs of the community of refugees across the North East region, focusing at the most vulnerable stages of the journey to integration. This year the Board and Staff continued reshaping a strong organisation capable of achieving success in meeting its objectives.

Centres of Operation

NERS works from 3 centres and runs outreach from 1 site

- | | |
|------------------|---|
| 1. Newcastle | 2 Friars Street, Newcastle upon Tyne, NE1 4XA |
| 2. Middlesbrough | Unit 6, Broadcasting House, Newport Road, Middlesbrough TS1 5JA |
| 3. Sunderland | Suite 12, Eagle Building, 201 High Street East, Sunderland, SR1 2XA |
| 4. Stockton | The Arrival Practice, Stockton-On-Tees, TS18 2EP |

Newcastle and Middlesbrough offices are open full time and Sunderland 3 days and Stockton outreach one day per week.

Asylum Advice Service

This service is partly funded by Newcastle City Council, A B Charitable Trust and Garfield Weston Foundation. We provide advice and support to people at all stages of their asylum process. This means from the pre-asylum application stage, through the time they are in the asylum process, and if they are given refugee status or leave to remain, during the transition into mainstream society. We also provide information and advice for those whose support is terminated.

We provide impartial and independent advice to people whose application for Asylum has been refused. We will advise clients on possibility of applying for 'Section 4' or 'Section 95' support and where appropriate, we work jointly with client and immigration and asylum lawyers in exploring further steps that can be taken. For some clients the option of Assisted Voluntary Return (AVR) to their home country may be appropriate in which case referrals for such a specific advice will be made. Our AVR service assists people who have 'No Recourse to Public Funds' to return to their country of origin with dignity if they wish.

In the period between 1 April 2019 and 31 March 2020 we provided advice and support on asylum issues to 5,109 clients, 3,543 from our Newcastle office, 520 from our Middlesbrough office, 942 from Sunderland and 104 as outreach in Stockton.

THE NORTH OF ENGLAND REFUGEE SERVICE LIMITED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

OBJECTIVES AND ACTIVITIES - continued

Starbucks Employment Support Programme

As part of their global effort to welcome and employ 10,000 refugees worldwide by 2022, Starbucks has teamed-up with NERS to deliver a programme that prepares potential refugee candidates for selection and recruitment into open Barista roles in and around Newcastle upon Tyne.

We ran an employability course from 17th to the 20th of September 2020 followed by further support and CV sessions for another week. All attendees were then interviewed by Starbucks. The programme was very successful and the feedback from both, participants and Starbucks's managers has been incredibly positive. Starbucks was very satisfied with the service - pointing out how it is much better than their previous Employment support programmes' experiences in London, Manchester and Scotland; and wants us to carry out this programme regularly. 12 people participated in the programme of which 8 were recruited immediately and two were promised posts after the Christmas period passed.

Supported Housing

This is a partnership with Your Homes Newcastle (YHN is the arm's length management organisation for Newcastle City Council housing) - and Home Group (HG is a large housing association). We manage 20 properties in Newcastle, on lease from YHN and HG.

We house asylum seekers given leave to remain, who are also vulnerable and in need of further support. For example, they may suffer from mental health or addiction issues and from having been homeless. The service provides short term housing and appropriate individualised support for up to two years and until clients can move on from supported housing to independent living. The support can include claiming housing benefit, other welfare benefits, advice with council tax, accessing health and social care services, accessing ESOL and other relevant education services, accessing employment and training services, budgeting and financial advice. We also provide support with accessing community activities and linking with refugee community organisations, counselling and help with problem solving. Our support continues after clients leave our accommodation up to the point where they can cope with independent living.

Over the year April 2019 - March 2020; 13 clients from our 20 flats were successfully supported to move into their own independent housing. 4 clients gained employment including 1 self-employed. The service has also used its knowledge and expertise to provide drop-in housing advice to over 50 other clients.

English Language Classes

We provide English language conversation classes from our premises in Newcastle two days/week. During the year 64 clients has benefited from our classes.

Interpreting and Translation Service

We assist refugees and other migrants to train and employ them as sessional interpreters to provide interpreting and translation services. We provide these services for NERS clients and as well as other organisations such as NHS, social services, schools, solicitors, local authorities, housing associations and care homes.

The service continued to grow and the turnover for last year was £140,300. The service continued to support the organisation in meeting its objective by providing interpreting and translation services at a reasonable cost and support individual refugees to gain interpreting qualifications.

THE NORTH OF ENGLAND REFUGEE SERVICE LIMITED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

OBJECTIVES AND ACTIVITIES - continued

Advocacy and Policy Influence

NERS advocates for its clients right to access information and services to which they are entitled and provides an independent 'Voice' in meetings and fora about their needs. We use the evidence gathered from our clients to also work regionally and nationally to influence and advocate on matters of policy. We usually do this in partnership with other organisations; nationally with our key partner, the Refugee Council, but also with other agencies such as Refugee Action and the Welsh and Scottish Refugee Councils, Red Cross, Freedom from Torture and Migrant Help. We are also members of the National Asylum Stakeholders Forum and the Asylum Support Forum. Locally we work with partner agencies such the Regional Refugee Forum and work through structures and processes such as the Regional Migration Partnership, hosted by Middlesbrough Council.

We work in partnership with local charities, such the Red Cross, West End Refugee Service, Newcastle Law Centre, Friends of the Drop-In, Open Doors, Justice First and Action Foundation, to address destitution. We provide face-to-face advice on accessing the Asylum Support to clients that they are supporting. We also assist with coordination of destitution referrals which helps in maximising use of limited resources. When needed, we deliver awareness raising sessions across the Region that aim to improve the wider community's understanding of issues affecting asylum seeker

Student Placements

Social work students from the universities of Durham, Teesside, Northumbria and Cumbria are hosted on placement within NERS. This enables NERS to work with and engage future social workers in the issues affecting our client group. On average we provide about 800 days per annum of placements for social work students.

Public Benefit

The trustees have considered the Charity Commission's guidance on public benefit with regard to its objectives and activities.

FINANCIAL REVIEW

At the balance sheet date, the charity held funds amounting to £57,233 (2019 - £47,968) of which £11,333 (2019 - £nil) were restricted, a further amount of £27,313 (2019 - £21,585) represented by illiquid assets and therefore not freely available to the charity. Total free reserves amounted to £18,587 (2019 - £26,383).

Reserves Policy

The trustees agree to retain those amounts generated by interpreting and venue hire each financial year, within the reserves of the charity.

The trustees are committed to maintaining at all times at least the equivalent of three months running costs as advised by the Charity Commission and, whenever we fall below that level, to make it a business plan priority to regain the three month position.

THE NORTH OF ENGLAND REFUGEE SERVICE LIMITED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

The company is governed by its Memorandum of Articles of Association which state the objects as: "(a) to provide relief for refugees (including convention refugees, refugee communities, people with exceptional leave to remain, asylum seekers and ex-detainees) and migrants who are in conditions of need, hardship, sickness or distress, without distinction of age, sex, race, nationality, political or religious or other opinions, and in addition: (b) to advance the education and the protection of health of such people, and (c) to provide them with facilities for recreation and leisure-time occupation in the interests of social welfare."

Board of Trustees (The Board)

The Company Board of Trustees has at least three persons. At every Annual General Meeting one-third of the Trustees shall retire from office. In the event that the number is not divisible by three, then the proportion to retire shall be that which is nearest to one-third. The Trustees to retire shall be those longest in office since they were last appointed or re-appointed. Where there are Trustees who have been in office for the same length of time then, in the absence of agreement, those to retire shall be selected by lot. A retiring Trustee is eligible for re-appointment provided that no-one may serve as a Trustee for more than nine consecutive years.

Operational Management

The day to day management of the Company is through the Director who reports to the Board. The staff team includes a senior finance officer, a finance officer, an administrator, four service leads and three service specialists working alongside more than 40 volunteers.

Policies

The North of England Refugee Service (NERS) holds a full range of policies regulating all aspects of its business. These are regularly updated and a list of current policies is given below:

Complaints Procedure
Confidentiality
Dignity at Work
Equal Opportunity
Health and Safety
Internal Audit Procedure for Finance
Safeguarding Children
Safeguarding Vulnerable Adults
Investment and Reserves Policy

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Induction and Training of New Trustees

Due to the diverse nature of the trustee group, induction and training is tailored to each trustee's needs.

Key Management Remuneration

Management remuneration is reviewed every two years, most recently in 2019.

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2020**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

3643622 (England and Wales)

Registered Charity number

1091200

Registered office

2 Friars Street
Newcastle upon Tyne
NE1 4XA

Trustees

Cllr Ann Schofield - Chair	
Simon Underwood - Chair	(retired 15 November 2019)
Ibrahim Diallo - Vice Chair	
Shamiso Machaya - Treasurer	(retired 16 October 2019)
Larry Amadi-Emina	(retired 20 June 2019)
Valerie Apted	(retired 16 October 2019)
Chris Boyle	(appointed 14 May 2020)
David Glendinning	
Tessa Gray	(appointed 1 July 2020)
Georgina Lambert	(appointed 20 June 2019)
Josephine Mudzingwa	(appointed 27 June 2019)
Edward Mutsvairo	(appointed 15 July 2020)
Mavreen Ncube	(retired 17 July 2019, reappointed 11 June 2020)
Fiona Ranson	(appointed 4 September 2019)
Graham Taylor O.B.E.	(retired 15 November 2019)
Hazel Williams	(appointed 20 September 2019, retired 15 July 2020)

Company Secretary and Director

Dr Mohamed Nasreldin

Independent Examiner

Read, Milburn & Co
71 Howard Street
North Shields
Tyne and Wear
NE30 1AF

Bankers

Yorkshire Bank
131-135 Northumberland Street
Newcastle upon Tyne
NE1 4XF

Solicitors

Muckle LLP
32 Gallowgate
Newcastle upon Tyne
NE1 4BF

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2020**

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of The North Of England Refugee Service Limited for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on and signed on its behalf by:

.....
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

Independent examiner's report to the trustees of The North Of England Refugee Service Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2020.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England & Wales which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Nicholas Liley FCA
Institute of Chartered Accountants in England & Wales
Read, Milburn & Co
71 Howard Street
North Shields

Date:

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2020**

		Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	5,913	-	5,913	8,182
Charitable activities	4				
Housing		6,562	250,076	256,638	240,659
Asylum advice		-	40,000	40,000	30,000
Integration advice		-	46,100	46,100	58,891
Interpreting		152,125	-	152,125	122,695
Core		2,000	71,883	73,883	76,765
Investment income	3	350	-	350	347
Other income		19,563	-	19,563	19,985
Total		<u>186,513</u>	<u>408,059</u>	<u>594,572</u>	<u>557,524</u>
EXPENDITURE ON					
Charitable activities	5				
Housing		6,562	250,076	256,638	243,438
Asylum advice		-	40,000	40,000	30,000
Integration advice		-	46,100	46,100	58,891
Interpreting		152,125	-	152,125	122,695
Core		29,894	60,550	90,444	113,026
Total		<u>188,581</u>	<u>396,726</u>	<u>585,307</u>	<u>568,050</u>
NET INCOME/(EXPENDITURE)		<u>(2,068)</u>	<u>11,333</u>	<u>9,265</u>	<u>(10,526)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		47,968	-	47,968	58,494
TOTAL FUNDS CARRIED FORWARD		<u><u>45,900</u></u>	<u><u>11,333</u></u>	<u><u>57,233</u></u>	<u><u>47,968</u></u>

The notes form part of these financial statements

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED (REGISTERED NUMBER: 3643622)**

**BALANCE SHEET
31 MARCH 2020**

	Notes	2020 £	2019 £
FIXED ASSETS			
Tangible assets	12	27,022	10,000
Investments	13	11,624	11,585
		<hr/>	<hr/>
		38,646	21,585
CURRENT ASSETS			
Debtors	14	63,049	92,631
Cash at bank and in hand		23,102	13,344
		<hr/>	<hr/>
		86,151	105,975
CREDITORS			
Amounts falling due within one year	15	(67,564)	(79,592)
		<hr/>	<hr/>
NET CURRENT ASSETS		18,587	26,383
		<hr/>	<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES		57,233	47,968
		<hr/>	<hr/>
NET ASSETS/(LIABILITIES)		57,233	47,968
		<hr/>	<hr/>
FUNDS	18		
Unrestricted funds		45,900	47,968
Restricted funds		11,333	-
		<hr/>	<hr/>
TOTAL FUNDS		57,233	47,968
		<hr/>	<hr/>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED (REGISTERED NUMBER: 3643622)**

**BALANCE SHEET - continued
31 MARCH 2020**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

.....
Trustee

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2020**

	Notes	2020 £	2019 £
Cash flows from operating activities			
Cash generated from operations	20	41,736	(63,308)
Net cash provided by/(used in) operating activities		<u>41,736</u>	<u>(63,308)</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(32,212)	(12,198)
Purchase of fixed asset investments		(77)	(61)
Sale of fixed asset investments		37	37
Interest received		274	282
Net cash used in investing activities		<u>(31,978)</u>	<u>(11,940)</u>
Change in cash and cash equivalents in the reporting period		<u>9,758</u>	<u>(75,248)</u>
Cash and cash equivalents at the beginning of the reporting period		<u>13,344</u>	<u>88,592</u>
Cash and cash equivalents at the end of the reporting period		<u><u>23,102</u></u>	<u><u>13,344</u></u>

The notes form part of these financial statements

THE NORTH OF ENGLAND REFUGEE SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Income subject to VAT is stated nett of output tax at the applicable flat rate.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. All expenditure is shown inclusive of VAT where applicable.

Allocation and apportionment of costs

Costs are allocated to the charity's activities on the basis of fair usage of staff and facilities.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	- in accordance with the property
Plant and machinery	- 25% on reducing balance
Computer equipment	- 33% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Investments

In accordance with recommended practice, listed investments are included at market value. Realised and unrealised gains and losses are shown separately on the Statement of Financial Activities.

Debtors

Trade and other debtors (including prepayments) are recognised at the settlement amount due or amount prepaid) nett of any trade discounts.

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments.

Creditors

Creditors (including accruals) are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and accruals are recognised at their settlement amount nett of any trade discounts.

Financial instruments

All financial assets and financial liabilities of the charity qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. DONATIONS AND LEGACIES

	2020	2019
	£	£
Donations	5,913	8,182
	<u> </u>	<u> </u>

3. INVESTMENT INCOME

	2020	2019
	£	£
Bank interest receivable	274	282
Investment income	76	65
	<u> </u>	<u> </u>
	<u>350</u>	<u>347</u>

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

4. INCOME FROM CHARITABLE ACTIVITIES

	Housing £	Asylum advice £	Integration advice £
Interpreting services	-	-	-
Contract income	6,562	-	-
Newcastle City Council	231,176	-	-
Grants	18,900	40,000	46,100
	<u>256,638</u>	<u>40,000</u>	<u>46,100</u>
		2020	2019
		Total	Total
		activities	activities
	Interpreting £	£	£
Interpreting services	152,125	152,125	122,695
Contract income	-	6,562	6,379
Newcastle City Council	-	231,176	215,380
Grants	-	178,883	184,556
	<u>152,125</u>	<u>568,746</u>	<u>529,010</u>

Grants received, included in the above, are as follows:

	2020 £	2019 £
The Henry Smith Charity	46,100	35,300
Tudor Trust	42,513	40,000
The Lloyds Bank Foundation	-	18,665
The 1989 Willan Charitable Trust	-	5,600
The AB Charitable Trust	20,000	15,000
Garfield Weston Foundation	20,000	15,000
West End Refugee Fund	18,900	18,900
Big Lottery Fund	-	8,626
The 29th May 1961 Charitable Trust	7,500	7,500
Rise Project	-	14,965
Clothworkers Foundation	17,000	-
Community Foundation	4,870	-
Other grants	2,000	5,000
	<u>178,883</u>	<u>184,556</u>

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 6) £	Support costs (see note 7) £	Totals £
Housing	163,294	93,344	256,638
Asylum advice	25,452	14,548	40,000
Integration advice	29,333	16,767	46,100
Interpreting	96,794	55,331	152,125
Core	57,547	32,897	90,444
	<u>372,420</u>	<u>212,887</u>	<u>585,307</u>

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2020 £	2019 £
Staff costs	140,887	121,536
Client costs	131,071	122,444
Project costs	-	408
Volunteer costs	16,021	13,466
Other staffing costs	6,036	9,094
Interpreter costs	78,405	68,741
	<u>372,420</u>	<u>335,689</u>

7. SUPPORT COSTS

	General support £	Governance costs £	Totals £
Housing	93,344	-	93,344
Asylum advice	14,548	-	14,548
Integration advice	16,767	-	16,767
Interpreting	55,331	-	55,331
Core	29,807	3,090	32,897
	<u>209,797</u>	<u>3,090</u>	<u>212,887</u>

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

7. SUPPORT COSTS - continued

Cost	Basis of allocation
General support	Fair usage of staff and facilities
Governance costs	Fair usage of staff and facilities

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2020	2019
	£	£
Depreciation - owned assets	15,190	5,759
Independent Examiner's remuneration	3,090	3,090
Payments under operating leases	150,656	142,629
	<u>168,936</u>	<u>151,478</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2020 nor for the year ended 31 March 2019.

10. STAFF COSTS

	2020	2019
	£	£
Wages and salaries	221,030	205,344
Social security costs	12,395	10,549
Other pension costs	7,186	4,814
	<u>240,611</u>	<u>220,707</u>

The key management personnel, including the trustees, are listed under Reference and Administrative Details. The total employee benefits of the key management personnel including Social Security were £34,891 (2019 - £34,617).

The average monthly number of employees during the year was as follows:

	2020	2019
	14	11
Management & administration	<u>14</u>	<u>11</u>

No employees received emoluments in excess of £60,000.

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	8,182	-	8,182
Charitable activities			
Housing	6,379	234,280	240,659
Asylum advice	-	30,000	30,000
Integration advice	-	58,891	58,891
Interpreting	122,695	-	122,695
Core	-	76,765	76,765
Investment income	347	-	347
Other income	19,985	-	19,985
Total	157,588	399,936	557,524
EXPENDITURE ON			
Charitable activities			
Housing	9,158	234,280	243,438
Asylum advice	-	30,000	30,000
Integration advice	-	58,891	58,891
Interpreting	122,695	-	122,695
Core	35,161	77,865	113,026
Total	167,014	401,036	568,050
NET INCOME/(EXPENDITURE)	(9,426)	(1,100)	(10,526)
RECONCILIATION OF FUNDS			
Total funds brought forward	57,394	1,100	58,494
TOTAL FUNDS CARRIED FORWARD	47,968	-	47,968

**THE NORTH OF ENGLAND REFUGEE SERVICE
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**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

12. TANGIBLE FIXED ASSETS

	Improvements to property £	Plant and machinery £	Computer equipment £	Totals £
COST				
At 1 April 2019	11,910	17,761	11,155	40,826
Additions	14,793	413	17,006	32,212
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2020	26,703	18,174	28,161	73,038
	<hr/>	<hr/>	<hr/>	<hr/>
DEPRECIATION				
At 1 April 2019	3,970	15,701	11,155	30,826
Charge for year	8,901	620	5,669	15,190
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2020	12,871	16,321	16,824	46,016
	<hr/>	<hr/>	<hr/>	<hr/>
NET BOOK VALUE				
At 31 March 2020	13,832	1,853	11,337	27,022
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2019	7,940	2,060	-	10,000
	<hr/>	<hr/>	<hr/>	<hr/>

13. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 April 2019	11,585
Additions	77
Disposals	(37)
Revaluations	(1)
	<hr/>
At 31 March 2020	11,624
	<hr/>
NET BOOK VALUE	
At 31 March 2020	11,624
	<hr/>
At 31 March 2019	11,585
	<hr/>

There were no investment assets outside the UK. The portfolio continued to be managed by Fidelity Worldwide Investment during the financial year.

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade debtors	28,770	45,906
Prepayments and accrued income	34,279	46,725
	<u>63,049</u>	<u>92,631</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade creditors	29,049	35,123
Social security and other taxes	3,374	3,660
VAT	4,247	4,820
Other creditors	2,103	1,905
Accruals and deferred income	28,791	34,084
	<u>67,564</u>	<u>79,592</u>

Deferred Income

Included within Accruals and Deferred Income are the following amounts comprising income received in advance of delivery of the related services or expenditure incurred.

	£
Balance at 1 April 2019	13,333
Released to income from charitable activities	(13,333)
Amount deferred in year	<u>15,691</u>
Balance at 31 March 2020	<u>15,691</u>

16. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2020	2019
	£	£
Within one year	69,571	69,571
Between one and five years	-	48,540
	<u>69,571</u>	<u>118,111</u>

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	2020 Total funds	2019 Total funds
	£	£	£	£
Fixed assets	15,689	11,333	27,022	10,000
Investments	11,624	-	11,624	11,585
Current assets	70,460	15,691	86,151	105,975
Current liabilities	(51,873)	(15,691)	(67,564)	(79,592)
	<u>45,900</u>	<u>11,333</u>	<u>57,233</u>	<u>47,968</u>

18. MOVEMENT IN FUNDS

	At 1/4/19 £	Net movement in funds £	At 31/3/20 £
Unrestricted funds			
General fund	47,968	(2,068)	45,900
Restricted funds			
Clothworkers Foundation	-	11,333	11,333
TOTAL FUNDS	<u>47,968</u>	<u>9,265</u>	<u>57,233</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	186,513	(188,581)	(2,068)
Restricted funds			
The Henry Smith Charity	46,100	(46,100)	-
Tudor Trust	42,513	(42,513)	-
Newcastle City Council	231,176	(231,176)	-
The AB Charitable Trust	20,000	(20,000)	-
Garfield Weston Foundation	20,000	(20,000)	-
West End Refugee Fund	18,900	(18,900)	-
The 29th May 1961 Charitable Trust	7,500	(7,500)	-
Clothworkers Foundation	17,000	(5,667)	11,333
Community Foundation	4,870	(4,870)	-
	<u>408,059</u>	<u>(396,726)</u>	<u>11,333</u>
TOTAL FUNDS	<u>594,572</u>	<u>(585,307)</u>	<u>9,265</u>

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

18. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/18 £	Net movement in funds £	At 31/3/19 £
Unrestricted funds			
General fund	57,394	(9,426)	47,968
Restricted funds			
The 1989 Willan Charitable Trust	1,100	(1,100)	-
TOTAL FUNDS	<u>58,494</u>	<u>(10,526)</u>	<u>47,968</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	157,588	(167,014)	(9,426)
Restricted funds			
The Henry Smith Charity	35,300	(35,300)	-
Tudor Trust	40,000	(40,000)	-
The Lloyds Bank Foundation	18,665	(18,665)	-
Newcastle City Council	215,380	(215,380)	-
The 1989 Willan Charitable Trust	5,600	(6,700)	(1,100)
The AB Charitable Trust	15,000	(15,000)	-
Garfield Weston Foundation	15,000	(15,000)	-
West End Refugee Fund	18,900	(18,900)	-
Big Lottery Fund	8,626	(8,626)	-
The 29th May 1961 Charitable Trust	7,500	(7,500)	-
RISE Project	14,965	(14,965)	-
Evans Cornish	5,000	(5,000)	-
	<u>399,936</u>	<u>(401,036)</u>	<u>(1,100)</u>
TOTAL FUNDS	<u>557,524</u>	<u>(568,050)</u>	<u>(10,526)</u>

The Henry Smith Charity fund is a grant received towards the appointment of an advice worker to support service users in Tyne & Wear.

The Tudor Trust fund is a grant received towards the post of Director.

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

18. MOVEMENT IN FUNDS - continued

The Lloyds Bank Foundation fund is towards the post of Operations Manager.

The HCD Memorial Trust grant provided part funding for a refugee worker's salary.

Income received and resources expended under the Newcastle City Council fund comprise housing benefit and related costs; and the Refugee Wellbeing Programme.

The Clothworkers Foundation provided funding for the purchase of IT equipment, the balance on the fund represents the book value of the assets acquired.

The other restricted funds relate to various projects run by the charity to support its primary objectives as noted in the Trustees report.

19. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2020.

20. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2020 £	2019 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	9,265	(10,526)
Adjustments for:		
Depreciation charges	15,190	5,759
Recognised (losses)/gains on investments	1	(4)
Interest received	(274)	(282)
Decrease/(increase) in debtors	29,582	(36,491)
Decrease in creditors	(12,028)	(21,764)
Net cash provided by/(used in) operations	<u>41,736</u>	<u>(63,308)</u>

21.. ANALYSIS OF CHANGES IN NET FUNDS

	At 1/4/19 £	Cash flow £	At 31/3/20 £
Net cash			
Cash at bank and in hand	13,344	9,758	23,102
	<u>13,344</u>	<u>9,758</u>	<u>23,102</u>
Total	<u>13,344</u>	<u>9,758</u>	<u>23,102</u>

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

22. LEGAL STATUS

North of England Refugee Service is a company limited by guarantee, registered in England and Wales and has no share capital. The company's registered number and registered office address can be found within Reference and Administrative Details.

The liability of the members is limited. Every member of the charitable company undertakes to contribute such amount as may be required (not exceeding £1) to the charitable company's assets if it should be wound up while s/he is a member or within one year after s/he ceases to be a member, for payment of the charitable company's debts and liabilities contracted before s/he ceases to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories themselves.

**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020**

	2020 £	2019 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	5,913	8,182
Investment income		
Bank interest receivable	274	282
Investment income	76	65
	<hr/>	<hr/>
	350	347
Charitable activities		
Interpreting services	152,125	122,695
Contract income	6,562	6,379
Newcastle City Council	231,176	215,380
Grants	178,883	184,556
	<hr/>	<hr/>
	568,746	529,010
Other income		
Rental income	2,808	8,784
Student placement income	5,225	4,240
Other income	11,530	6,961
	<hr/>	<hr/>
	19,563	19,985
Total incoming resources	<hr/>	<hr/>
	594,572	557,524
EXPENDITURE		
Charitable activities		
Wages	129,421	113,076
Social security	7,258	5,809
Pensions	4,208	2,651
Client costs	131,071	122,444
Project costs	-	408
Volunteer costs	16,021	13,466
Other staffing costs	6,036	9,094
Interpreter costs	78,405	68,741
	<hr/>	<hr/>
	372,420	335,689

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**THE NORTH OF ENGLAND REFUGEE SERVICE
LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020**

	2020 £	2019 £
Support costs		
General support		
Wages	91,609	92,268
Social security	5,137	4,740
Pensions	2,978	2,163
Rent and rates	39,507	37,560
Insurance	4,182	5,079
Light and heat	1,137	1,179
Telephone	13,285	17,958
Postage and stationery	8,607	7,862
Sundries	3,872	3,478
Cleaning	5,101	5,251
Repairs and renewals	1,213	1,781
IT costs	13,585	11,122
Professional fees	4,233	33,026
Bank charges	161	45
Depreciation of tangible fixed assets	15,190	5,759
	<hr/>	<hr/>
	209,797	229,271
 Governance costs		
Accountancy and legal fees	3,090	3,090
	<hr/>	<hr/>
Total resources expended	585,307	568,050
	<hr/>	<hr/>
Net income/(expenditure)	9,265	(10,526)
	<hr/>	<hr/>

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