

**ST. MONICA'S HOUSING LTD**

**ANNUAL ACCOUNTS**

**31 MARCH 2020**

**COMPANY REGISTRATION NUMBER: 07566033**

# **ST. MONICA'S HOUSING LTD**

## **ANNUAL ACCOUNTS**

**YEAR ENDED 31 MARCH 2020**

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**ST. MONICA'S HOUSING LTD**  
**Statement of Financial Activities**

**31 MARCH 2020**

	<b>2019-20</b>			<b>2018-19</b>		
	£ Restricted	£ Unrestricted	£ Total	£ Restricted	£ Unrestricted	£ Total
<b>Incoming Resources</b>						
Donations	20,000	32,622	52,622	36,000	3,537	39,537
<b>Resources Expended</b>						
Charitable Activities	(25,133)	(2,110)	(27,223)	(16,656)	(882)	(17,538)
<b>Net Income / (Expenditure)</b>	<u>(5,113)</u>	<u>30,511</u>	<u>25,399</u>	<u>19,344</u>	<u>2,655</u>	<u>21,999</u>
<b>Less Gains/(Losses)</b>	0	0	0	0	0	0
<b>NET MOVEMENT IN FUNDS</b>	(5,113)	30,511	25,399	<u>19,344</u>	<u>2,655</u>	<u>21,999</u>
<b>Reconciliation of Funds</b>						
Total funds brought forward	38,642	24,931	63,573	19,298	22,276	41,574
<b>Total Funds carried Forward</b>	<b>33,529</b>	<b>55,442</b>	<b>88,972</b>	<u>38,642</u>	<u>24,931</u>	<u>63,573</u>

# ST. MONICA'S HOUSING LTD

## BALANCE SHEET

31 MARCH 2020

		2019-20	2018-19
	Note	£	£
<b>FIXED ASSETS</b>	1	<b>1,161</b>	<b>2,322</b>
<b>CURRENT ASSETS</b>			
Debtors & Prepayments		<b>133</b>	1,150
Cash at bank and on hand		<b><u>88,824</u></b>	<b><u>60,265</u></b>
<b>CREDITORS:</b>			
Deferred Income Amounts falling due Within one year		<b><u>1,145</u></b>	<b><u>164</u></b>
<b>NET CURRENT ASSETS</b>		<b>87,811</b>	<b><u>61,251</u></b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>88,972</b>	<b>63,573</b>
<b>Funds of the Charity</b>			
<b>TOTAL FUNDS</b>		<b>88,972</b>	<b><u>63,573</u></b>
<b>Unrestricted Funds</b>		<b>55,443</b>	24,931
<b>Restricted Funds</b>	2	<b>33,529</b>	38,642

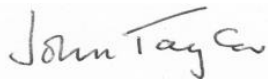
These accounts were approved and signed by the directors and authorised for issue on 14 January 2021.

For the year ending 31/03/2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006. An independent review of the accounts has been performed.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

Mr John Taylor



Director

M James McDaid



Director

**The notes on page 3 & 4 form part of these accounts**

**ST MONICA'S HOUSING LTD**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 31 MARCH 2020**

**1 ACCOUNTING POLICIES**

**Basis of Accounting**

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting for Charities (SORP 2005); The Companies Act 2006; and Financial Reporting Standard for Smaller Entities (effective April 2008).

There have been no changes to the accounting policies since last year. No changes have been made to the accounts for previous years.

**Incoming Resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) When the charity becomes entitled to the resources; the trustees are virtually certain they will receive the resources; and the monetary value can be measured with sufficient reliability.

**Expenditure and Liabilities.**

Expenditure is recognised on an accrual basis as the liability is incurred. Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out the resources.

**Taxation**

As a charity the organisation is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

**Tangible Fixed Assets**

The charity invested in a new boiler at the Beeston house in February 2018. This has been treated as a capital enhancement of a leased asset and has an expected asset life equivalent to the life of the lease (3 years). A charge of £1,160.77 is included in the accounts for 2019-20.

**ST MONICA'S HOUSING LTD**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 31 MARCH 2020**

**2 MOVEMENT ON RESTRICTED FUNDS**

Two grants were received in 2019-20 which specifically relate to funding the revenue costs of St Monica's Beeston and St Monica's Harehills in 2019-20 and beyond. These grants have been treated as Restricted Funds and the appropriate running costs allocated against them.

The grants were:

- St Monica's Harehills - £15,000 from Sisters of Cross and Passion.
- St Monica's Beeston - £ 5,000 from IOLM\*

	St Monica's Beeston £	St Monica's Harehills £
1 April 2019		
Fund Brought Forward	10,059	28,583
Add Grants Awarded	5,000	15,000
Less 19-20 Expenditure	(15,885)	(9,227)
Balance Carried Forward		
31 March 2020	<u>(827)</u>	<u>34,356</u>
<b>Total Restricted funds for 2019-20</b>		<b><u>33,529</u></b>

The negative restricted fund for St. Monica's Beeston is expected to be cleared by restricted donations in the following year. Alternatively a transfer will be made from unrestricted funds.

The Unrestricted Fund represents the cumulative value of the profit and loss reserve. These funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

**3 SHARE CAPITAL**

The company is limited by guarantee and therefore does not have share capital.

**4 CONTROL**

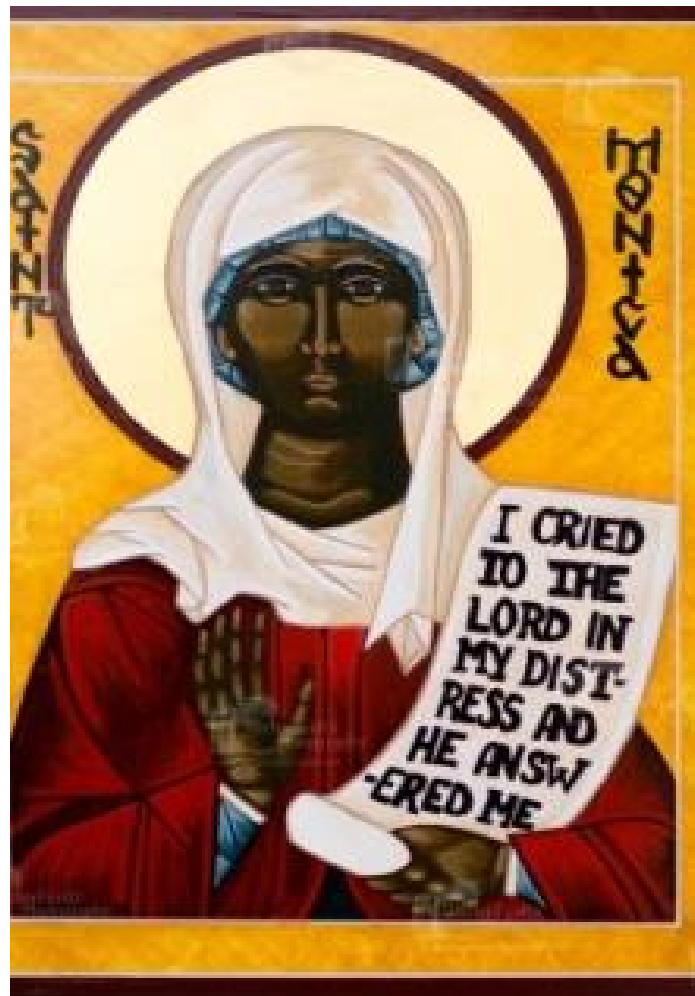
The company was under the control of the directors throughout the current and previous year.

\*IOLM – Institute of Our Lady of Mercy

# St Monica's Housing Ltd

## Annual Report of Trustees

**2019-2020**



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## Who are we?

### How we started

St Monica's Housing Ltd is a company limited by guarantee which was formed in 2010 to provide short term accommodation for destitute female asylum seekers. The project was based in Leeds and supported by local members of the St Vincent De Paul Society (SVP); Leeds Diocesan Justice and Peace Commission; and Catholic Care. For five years St Monica's leased 2 houses in Headingley, which provided accommodation for up to 8 asylum seekers. Residents were from different ethnic groups and faiths and non-faith backgrounds; and all were given support in their asylum claims whilst they lived in the house. The accommodation provided a haven from the harsh realities of life as an asylum seeker; and was financed by local donations until the lease ended in September 2015.

### In 2016...

St Monica's expanded its Board of Trustees and became a standard registered organisation with the Charity Commission.

### Our Trustees

John Taylor Chair	Bernard Thurlow Director
John Mc Laughlin * Secretary	Concilie Nankunda Director
Alex Farrell Treasurer	James McDaid Director
Sheelagh Pickles * Director	Rt. Hon. John Battle Director
Anne Forbes Director	*Chairs of House Committees

**Subsequently, Alex Farrell (Treasurer) resigned in April 2020 and Concilie Nankunda in September 2020. Dolf Mogendorff (Treasurer), Nadin Keymist and Paul Murphy were appointed as members of the Board in September 2020**

## What do we do?

### St Monica's Beeston

In 2016 our first project was to turn an unoccupied presbytery in South Leeds into a home for 6 female asylum seekers. The accommodation opened in July 2016. We also set up a House Committee, chaired by a Trustee, to ensure residents had an induction; and the practical arrangements for running of the house were in place. The charity offers accommodation to each resident for a period determined by the directors.

In July 2019 a second house was opened in Harehills, Leeds; it was purchased by Catholic Care – a diocesan charity – so that St Monica's could offer 4 additional places.

*"It has been a very long road filled with a lot of fear and anxiety and uncertainties.... A thank you can never be enough for seeing me through the most traumatic times when I was ill and had no place to turn to."*

Quote from former resident.





In 2019/20 we provided 3255 days of accommodation for 23 women which is 89% occupancy.  
Since July 2016 St Monica's has provided 8957 days of accommodation (94 % occupancy) for 58 residents.

Photo of St Monica's house in Harehills

## How does the service work?

St Monica's works in partnership with local organisations and charities, including the RC Diocese of Leeds; Catholic Care; SVP; the Red Cross and Positive Action for Refugees and Asylum Seekers (PAFRAS).

- PAFRAS manage the referral process on behalf of the charity working with the Red Cross to identify individuals who have no access to public funds, who would benefit from a stay at St Monica's.
- The House Committee arrange for the welcome and induction of new residents; and maintain contact with residents throughout their stay including delivering regular food parcels and distributing the allowance (£25 per week per resident in 2019-20).
- PAFRAS provides a dedicated case-worker to support the residents and liaise with other agencies involved in their case.
- Residents are encouraged to volunteer and involve themselves in local groups: examples include English classes; knitting groups; and lunch clubs.
- A few weeks prior to the leaving date PAFRAS reviews the resident's circumstances; and with the input of the House Committee and other agencies help the resident make their next move.

*"The value of our partnership with St Monica's is that together we have been able to achieve ongoing accommodation support for a further 4 destitute asylum seekers- something neither of us could have achieved alone."*

Quote from Carol Hill Director Catholic Care

## Our Aims in 2019-20 were:

- To create a secure financial future for the houses in Beeston and Harehills and the resources to open additional houses in subsequent years by applying for grant funding.
- To increase the number of places we can offer by opening the newly acquired property in Harehills, Leeds and by working with partners to find three additional properties by 2024.
- To increase the number of supporters and volunteers involved in our work.
- To work with other agencies to ensure our residents have access to help and support in progressing their claim for asylum.

## How did we do?

- The charity was successful in being awarded a total of 4 grants this year. The first two grants are ring-fenced and are only used to fund house running costs. They consisted of £15,000 which was received from the Sisters of the Cross & Passion, and £5,000 from the Institute of Our Lady of Mercy. Two unrestricted grants were from The Franciscan Mission (£10,000) and a personal donation of £19,999
- A generous donation has been confirmed by the Fraternity of St. Charles Foucauld and the transfer of funds is awaited that will enable three additional houses to operate.
- Catholic Care purchased a house in Harehills Leeds and funded the necessary renovations to make it suitable accommodation for female asylum seekers. The house opened in July 2019.
- We have two House Committees with 10 volunteers helping with the day to day running of the houses.
- Of the 58 residents who have stayed at St Monica's 8 have subsequently received the right to remain.
- The Chair of Wakefield City of Sanctuary is actively involved with the trustees in seeking an additional house in the Wakefield area.

# Financial Summary 2019-20

## Annual Accounts for Year to 31.3.2020

	Restricted £	Unrestricted £	Total £
Income from Donations	20,000	32,622	52,622
Less			
Running Cost of accommodation	25,133	2,110	27,223
<b>Surplus for the year</b>	<b>(5,113)</b>	<b>30,511</b>	<b>25,399</b>
<b>Total Funds Brought Forward</b>	<b>38,642</b>	<b>24,931</b>	<b>63,573</b>
<b>TOTAL FUNDS of the Charity</b>	<b>33,529</b>	<b>55,442</b>	<b>88,972</b>



The surplus funds from 2019-20 of £25,399 are added to the existing reserves brought forward. The total reserves at 31.3.2020 are £88,972. The reserves are carried forward into 2020/21 to be used to fund the future activities of the charity. The grants awarded by The Sisters of the Cross and Passion, and the institute of Our Lady of Mercy, have been ring-fenced. This means the grants awarded can only be used to fund the running costs of the houses. The value of the ring-fenced or "Restricted reserves" as at the 31 March 2020 was £33,529. The running costs for one house are around £15,000 per year. The current level of reserves will fund two houses for 3 years.

## Summary

- Supporting Asylum seekers is a complex area and there is a growing demand for assistance especially for those who are destitute.
- We have expanded the number of places we can offer in Leeds from 6 to 10.
- In our third year the charity has continued to make a positive difference to the lives of these vulnerable people; working with the professional help of experts such as PAFRAS and Catholic Care.
- Our model has also successfully enlisted practical help from the local community and parishes to befriend and support residents.
- We plan to open three further houses by 2024 in Wakefield, Calderdale and Kirklees.

## Trustees Declaration

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

Signed on behalf of the Trustees

John Taylor Chair of St Monica's Housing Ltd  
14.1.2021

## Acknowledgements



The Trustees wish to acknowledge the generous support of all our volunteers; The Grail Society; Sisters of the Cross & Passion; Institute of Our Lady of Mercy; Franciscan Missionaries of the Divine Motherhood; Fraternity of St. Charles Foucauld; Gifting Leeds; St Vincent De Paul conferences; Catholic Care; PAFRAS; and the RC Diocese of Leeds, without whom none of this would be possible.

### Contact Us:

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Tel: 07966 067473

**RDT Management Services Limited**

Registered Office  
6 Brunswick Street  
Carlisle  
Cumbria  
CA1 1PN

**Company Registration Number**

**8344571**

17<sup>th</sup> January 2021

**Reference: St Monica's Housing Limited - REVIEW OF 2020REPORT AND ACCOUNTS**

For the attention of Secretary and Treasurer

Dear Dolf,

Independent Examination of **ST. MONICA'S HOUSING LTD 07566033 - Incorporated on 16 March 2011, 23 Oakwood Walk, Leeds, West Yorkshire, LS8 2PG.** Entry on Companies House.GOV.UK

1. The papers provided for review by the Charity would indicate that is eligible to submit accounts with an independent examination for the year ended 31<sup>st</sup> March 2020 and due to Companies House by 31<sup>st</sup> March 2021.  
The Independent Review assesses from the information provided that it has a turnover of less than £250,000 and is a registered Charity No **1172359 - ST. MONICA'S HOUSING LTD** – with Company Registration No **07566033** and is therefore eligible for exemption from audit as stated in the accounts.
2. The independent examiner has no conflict of interest in performing the examination and is qualified to do the review.
3. The independent examiner was engaged by the Company Secretary / Treasurer with the approval of the Chair.
4. The independent examination covered:
  - Review of background information on the operation of the Charity.

This comprised review of Companies House website and the Charity Commission Website.

- Review of (an unsigned copy) of the Annual Accounts which were stated as approved and signed by the directors and authorised for issue on 14<sup>th</sup> January 2021. These were consistent with the Annual Report of Trustees also dated 14<sup>th</sup> January 2021 and signed by the Chair of St Monica's Housing Ltd John Taylor.
- The independent examiner relied upon the work of the Charity Treasurer to check that the transactions had appropriate evidence and reconciled to bank statements.

### **Findings**

The independent review confirms that the accounts have been properly drawn up, and comply with appropriate standards and disclosure requirements.

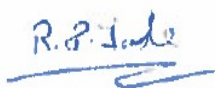
There appear to be no issues in relation to going concern on the basis that the Charity has very limited liabilities and as stated in the Report to the Trustees the current level of reserves will fund two houses for up to 3 years, based on the running costs of one house being c.£15,000.

The independent examiner is satisfied from the quality of working papers provided that reliance can be placed on the underlying accuracy of the detailed work undertaken by the Charity Treasurer. It should be noted that it is the Charity Trustees duty to ensure that it has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the Assets, Liabilities and Profitability of St Monica's Housing Ltd. The Trustees also consider that St Monica's Housing Ltd is exempt from the statutory audit requirement as per the documents produced for the year.

No issues were found which needed to be reported to Trustees or to the Charity Commission.

We have not been instructed to carry out an audit of the accounts of St Monica's Housing Ltd. and we have not verified the accuracy or completeness of the accounting records or information or explanations you have given to us and we do not, therefore express any opinion on the statutory accounts.

Yours sincerely



Robert D Toole  
FCMA