



## Trustees' Annual Report for the period

From 01/02/2020

To 31/01/2021

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 helped with the costs associated with a family moving house within Tavistock. WDSH is, in conjunction with Devon County Council, supporting families in the process of applying for 'Right to Remain', due after 5 years residence. This support will include assistance with transport to appointments. WDSH has organised internet provision for the homes of refugees in West Devon. 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 assisted one family to move within the UK in order to be closer to relatives.</p> <p>WDSH has helped some of the adult refugees to apply for work.</p> <p>WDSH has organised additional educational support for some of the refugee children.</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.	<p>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 four of the families to move from their initial accommodation to new premises, thus helping the family to feel more 'at home' in the UK. The additional support sessions for children not only help to develop the families' education but also provide the reassurance that comes from regular contact with friendly faces. As families have become more established WDSH has focused less upon supporting the adults' language and more upon working with schools to support the children's learning.</p> <p>During the period from March 2020 to the present Covid restrictions have impacted upon the work of WDSH in various ways. No AGM was possible in 2020. Fundraising events have not been possible which has reduced funds as well as public awareness. Much of the support given to the families has been remotely organised as it has not always been possible to meet them in their own homes. Nevertheless, essential support has been maintained.</p>

## Financial Review

Review of the charity's financial position at the end of the period	Current assets: £48, 205 Fixed assets (land and building): £201, 094  Total assets: £249, 299
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	£249, 299 of which £48, 205 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 £580 per month in rent. 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 approximately once a month (during Covid the meetings have been online) 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. 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**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
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>	David Thomson	Jan Simpson
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Treasurer

**Date** 28/10/21

Registered Charity Number 1174272

WEST DEVON SAFE HAVEN  
FINANCIAL STATEMENTS FOR  
THE YEAR  
TO 31 JANUARY 2021

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	Resigned 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 2021**

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 2021

INCOME	2021 £	2020 £
Donations	720	2,894
Misc, etc	1,446	846
Rent Receivable	<u>8,192</u>	<u>6,932</u>
	<u>10,358</u>	<u>10,672</u>
 EXPENDITURE		
Household Expenditure, Clothing, etc	5,666	6,603
Travel	821	2,480
Rent top-ups	5,548	3,014
Misc	<u>1,852</u>	<u>2,040</u>
	<u>13,888</u>	<u>14,137</u>
 SURPLUS/(DEFICIT)	 <u>(3,530)</u>	 <u>(3,465)</u>

WEST DEVON SAFE HAVEN  
BALANCE SHEET  
AS AT  
31 JANUARY 2021

FIXED ASSETS	2021	2020
	£	£
Land and Building	201,094	201,094
CURRENT ASSETS		
Cash	51	165
Bank Account	<u>48,154</u>	<u>51,570</u>
Net Current Assets	<u>48,205</u>	<u>51,735</u>
TOTAL ASSETS	<u>249,299</u>	<u>252,829</u>
RESERVES		
Balance at 1 February 2020	252,829	256,294
Surplus/(Deficit) for year	<u>(3,530)</u>	<u>(3,465)</u>
Balance at 31 January 2021	<u>249,299</u>	<u>252,829</u>

The Financial Statements for the year ended 31 January 2021 were approved by the Trustees on 28 October 2021.

Signed David Thomson (Chair)