

THE
HARBOUR
PROJECT

For Swindon Refugees and Asylum Seekers

Providing a safe space for refugees and asylum seekers in Swindon

Charitable Incorporated Organisation
Reg. charity no: 1171368

**FINANCIAL STATEMENTS FOR THE YEAR ENDED
31ST MARCH 2023**

Contents

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023	1
Contents.....	2
Chairman's Report	3
Trustees' Report	5
Independent Examiner's Report	7
Statement of Financial Activities for the year ended 31 st March 2023	8
Balance sheet as at 31 st March 2023	9
Notes to the financial statements for the year ended 31 st March 2023	10
Accounting Policies	10
Incoming resources.....	12
Resources expended.....	13
Analysis of restricted funds	14
Net movement of resources	14
Taxation	14
Tangible fixed assets	15
Debtors	16
Creditors	16
Reserves.....	17

Chairman's Report

By the beginning of the period, the Harbour Project had restored its services to what they had been prior to the pandemic. Nevertheless, new challenges and opportunities presented themselves.

Our first priority was to ensure that we secured further financial support from two of our major funders, namely the National Lottery Community Fund and, our local authority, Swindon Borough Council. The latter was a particular cause for concern given the pressure on local authority finances and the consequent threat that savings might have to be made in the Charity sector. In the event, very largely owing to an huge amount of work by our CEO, we were successful in both endeavours and secured continuation funding.

This was particularly good news for us as the numbers of people in the town looking to us for help and support further increased. A third hotel was commissioned to accommodate asylum seekers, this time catering for women and families. This presented us with a host of different issues and an increase in safeguarding concerns. At the same time, we saw the arrival of refugees from the Ukraine where advice was sought from them or from their host families.

The most substantial milestone however, was the much needed move to new premises. St Luke's church hall which had hosted us for two decades had become increasingly unviable as the number of people needing support increased. Only a short distance away, the Broadgreen Community Centre where South Swindon Parish Council is based had ceased being a COVID test centre and was little used. We approached the Parish Council and both councillors and council officers were open to our taking up a tenancy. The Council and the Harbour worked harmoniously together to see the project through with both organisations making a substantial investment in getting the building fit for purpose so that it not only provides a base for the Harbour but also for the wider community - the Harbour Project has exclusive use of some parts of the building and can use other areas with agreement from the Council. As part of the agreement to lease the property, it was agreed Harbour would spend monies refurbishing the property. The move was made possible through the use of Designated Reserves which were put aside by Trustees to pay towards new premises. We have used these funds this year to pay for refurbishments as well as new assets. In agreeing to a 10 year Lease, remaining Designated Reserves will be spent over the term of our Lease to meet higher rent and operating costs associated with a bigger building, depreciation, as well as providing some protection against ever-rising energy costs and fluctuations in Visitor numbers. We anticipate that we will need to increase staffing levels in the coming year to allow us to effectively respond to demand. It is worth re-stating that The Harbour Project has no control and very little visibility of changes to asylum support accommodation in Swindon - we have had less than 48 hours notice of the opening of each hotel in the town. The move to Broadgreen Community Centre has been hugely successful and has proved popular with staff, volunteers and visitors alike and has greatly enhanced our ability to deliver our service.

The outlook though has not all been rosy. The "hostile environment" is deepening and the rhetoric around immigration has become increasingly negative. Talk of "stop the boats" and the Rwanda initiative are of particular concern, not to mention the Nationality and Borders Act and Illegal Migration Bill, which all heaps stress on already vulnerable people fleeing war and persecution. Despite this, the Harbour Project continues to grow in strength and confidence in our ability to provide warm and welcoming support for all those who seek us out for as long as there is demand for our work.

You are welcome to come and visit Harbour at any time, please contact Harbour to book an appointment.

David Rowlands
Chair of Trustees
July 2023

Trustees' Report

The Trustees present their report with the financial statements for the year ended 31st March 2023.

Charitable Objects

1. To provide relief for asylum seekers and refugees and their dependents who are in conditions of hardship or distress.
2. To preserve and protect the physical and mental health of such people.
3. To provide facilities for asylum seekers and refugees for education, employment, volunteering, recreation or other leisure time occupations with the object of improving their conditions of life and assisting their inclusion into the wider community
4. To support the needs of asylum seekers and refugees with appropriate information, advice and guidance.

Charity Information

Registered Charity Number:	1171368 (England and Wales)
Registered Office:	The Harbour Project Broadgreen Community Centre Salisbury Street Swindon Wiltshire, SN1 2AN
Bankers:	Metro Bank One Southampton Row London WC1V 5HA CAF Bank 22 Kings Hill Avenue Kings Hill West Mailing ME19 4JQ

Trustees who served during the year:	David Rowlands Hadiza Mahuta Ian Robertson Basel Esleem – resigned 27 th July 2022 Faisal Nawaf Mayed Neda Krishnan Housam Al-Housami Mari Williams Emma Graham – appointed 27 th May 2022
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Independent Examiner:

Robert Raynes

85 Priors Hill
Wroughton
Swindon
Wiltshire, SN4 0RL

Organisational Structure

The charity is a CIO and is governed by a board of trustees.


Reserves Policy

The trustees' policy is to hold reserves at an appropriate level to continue core activities for a minimum of six months and a maximum of 12, to allow time for seeking new grant funding for staff posts and redundancy costs arising in the event of funding not being renewed.

Risk

The Trustees give high priority to identifying and implementing effective arrangements to manage risk. A Risk Register has been established and approved by the Board of Trustees. It is kept under continual review by the Trustees and any changes of risk are reviewed at each Trustees meeting. Financial risks associated with reducing income streams are mitigated by a fundraising strategy that allows for diversification of income. Systems or procedures have been put in place to diminish risk, and these are periodically reviewed to ensure their timeliness and appropriateness.

This report was approved by the trustees and signed on their behalf by:



David Rowlands

28 July 2023

Date

Independent Examiner's Report

I report on the accounts for the year ended 31st March 2023 set on pages 7 to 15 for The Harbour Project (registered charity number 1171368).

Responsibilities and basis of report

As the charity's trustees, 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 Trust'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) if 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 which gives 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 accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed:



Date:

28/7/23

Name: Robert Raynes

Address: Bridleway Cottage, 85 Prior's Hill, Wroughton, Swindon, Wiltshire SN4 0RL

Statement of Financial Activities for the year ended 31st March 2023

	£ Unrestricted Funds	£ Restricted Funds	£ Total	£ 2022
Income from				
Activities in furtherance of charitable objects				
Grants & fundraising receivable	5,829	268,585	274,414	283,388
Donations & legacies	63,307		63,307	51,413
Other income	1,220		1,220	8
Investment income	2,406		2,406	62
Total incoming resources	72,762	268,585	341,347	334,871
Resources expended	-52,018	-268,585	-320,603	-297,061
Net movement of resources	20,744	0	20,744	37,810

The notes on pages 11 to 17 form part of these accounts.

Balance Sheet as at 31st March 2023

	£ 2023	£	£ 2022	£
Tangible fixed assets		24,638		2,583
Improvements to leasehold property		65,466		
		90,104		2,583
Current assets				
Cash & cash equivalents	341,696		390,884	
Debtors & prepayments	6,158		1,826	
	347,854		392,710	
Less: Current liabilities due within one year				
Creditors & accruals	119,917		92,073	
Net current assets		227,937		300,637
Net assets		318,041		303,220
Represented by:				
Restricted funds		0		0
Designated funds		144,077		150,000
Unrestricted funds		173,964		153,220
		318,041		303,220

The notes on pages 10 to 17 form part of these accounts.

Approved by the trustees and signed on their behalf by:

David Rowlands



Date

28 July 2023

Notes to the financial statements for the year ended 31st March 2023

Accounting Policies

Basis of accounting

The financial statements have been prepared in accordance with applicable standards and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2015) and the Charities Act 2011. The financial statements have been prepared on the accruals basis for the charity continuing as a going concern.

Incoming resources

Incoming resources are reported gross and are included in the statement of financial activities when the charity is entitled to the income and amount can be qualified with reasonable accuracy.

Grants receivable

Grants received prior to the financial year of their intended use are shown as deferred income and will be reported as income in the financial year of their use. All other grants are recognised when receivable.

Restricted funds

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

Designated funds

Designated funds were funds set aside (from Unrestricted Funds) by the Trustees explicitly for new premises or improvement of existing premises.

A substantial amount was spent in 2022/23 to allow the charity to move to new premises in Broadgreen Community Centre. Monies were spent on refurbishment of the Broadgreen Community Centre, as well as new equipment to allow the charity to continue to provide its services in accordance with its Charitable Objects. A 10-year lease has been agreed with the Landlord (South Swindon Parish Council). The costs of refurbishment are to be depreciated over 10 years, in line with the term of the lease, drawing down from the Designated Reserves. The cost of the equipment will be depreciated in accordance with normal accounting policies.

This extra depreciation will be covered by transfers from the Designated Reserves to Unrestricted funds.

Remaining Designated Reserves will be utilised over the term of the Lease to help meet increases in rent and other operating costs associated with the move to new premises. As well as higher rent, the charity is now also responsible for meeting costs such as energy, water, health and safety testing, and cleaning. It is not anticipated that the charity will need to retain Designated Reserves once this fund is exhausted.

Unrestricted funds

Are donations and other income received or generated to further any of the charity's purposes, spent or applied at the discretion of the trustees, and are available for use as general funds at the discretion of the Trustees.

Governance and administration costs

Governance and administration costs of the charity relate to the costs of running the charity and includes any costs that cannot be specifically identified to direct charitable activities.

Depreciation of tangible assets

Tangible assets for use by the charity are stated at cost less depreciation. Depreciation is charged at rates calculated to write off the cost over their expected useful lives on the following basis:

Office and other fixed equipment is capitalised where it has a cost of more than £500, and is depreciated at 20 % on a reducing balance basis.

Improvements to leasehold property are depreciated on a 10 year basis in line with the term of the lease of Broadgreen Community Centre.

Incoming resources

	£	£	£	£
	Unrestricted	Restricted	2023	2022
Grants & Fundraising				
National Lottery Community Fund		45,243	45,243	64,976
Swindon Borough Council		51,197	51,197	48,939
Lloyds Bank Foundation		35,478	35,478	34,215
Swindon Borough Council/DEFRA		488	488	2,411
National Benevolent		9,410	9,410	
Wiltshire Community Foundation		6,022	6,022	8,978
Zurich Community Trust		6,822	6,822	
Wiltshire Council		4,000	4,000	4,676
A B Charitable Trust		15,000	15,000	
National Probation Service				4,338
Blagrove Trust		20,263	20,263	32,415
ESFA		4,192	4,192	10,019
Sports England				3,094
Postcode Community Trust		3,331	3,331	1,621
Kingshill Trust		18,000	18,000	
Tesco Bags of Help				1,122
The Fore		7,483	7,483	7,338
Integrated Care Alliance				15,000
VAS/Community Outbreak Fund				7,129
Casarotto				60
Ashley Family Foundation				4,134
Hilden Charitable Trust		1,315	1,315	4,685
Jack Lane Charitable Trust		1,880	1,880	120
Anonymous/other grants		38,461	38,461	24,385
Fundraising	5,829		5,829	3,733
	5,829	268,585	274,414	283,388
Donations & Legacies				
Gifts & Donations	52,666		52,666	43,401
Gift Aid Donations	5,634		5,634	4,940
Gift Aid Received	5,007		5,007	3,072
	63,307	0	63,307	51,413
Other income	1,220		1,220	8
Interest received	2,406		2,406	62
	3,626	0	3,626	70
Total incoming resources	72,762	268,585	341,347	334,871

Resources expended

	£	£	£	£
	Unrestricted	Restricted	2023	2022
Direct Charitable expenses				
Staff Salary costs	12,788	215,320	228,108	193,823
Rent	4,023	14,977	19,000	17,861
Staff and volunteer travel costs	228	54	282	517
Printing, postage and stationery	4,493	1,382	5,875	4,404
IT and telephone	1,157	9,478	10,635	13,762
Repairs & Maintenance	1,297	113	1,410	809
Bank charges	1,935		1,935	1,878
Accounting and professional fees	1,210		1,210	5,170
Insurance	2,014		2,014	562
Beneficiary costs	2,759	2,257	5,016	6,107
Dues & Subscriptions	918	372	1,290	1,626
Tuition & Classes	387	249	636	4,249
Visitor Activities	10,594	17,117	27,711	27,293
Payroll costs	34	168	202	250
Bookkeeping fees	790	3,948	4,738	4,721
Training				1,249
Cleaning and catering	1,094	2,665	3,759	2,747
Publicity and advertising	309		309	724
Miscellaneous	301		301	2,352
Fundraising expenses	1,400		1,400	1,406
Direct visitor costs	725	485	1,210	4,690
Depreciation	517		517	861
Light & heat	3,045		3,045	
Total	52,018	268,585	320,603	297,061

As stated above on page 10, an amount has been spent in respect of additional costs that have been incurred by reason of the move to the Broadgreen Community Centre, and for a short period of time operating from two premises.

The capital costs of this exercise have been included in the Balance Sheet and the direct revenue expenses incurred during the year have been written off to Designated Reserves and are detailed below.

	£
	Designated Reserves
Direct Charitable expenses	
Cleaning and catering	371
Repairs & Maintenance	1,192
IT and telephone	1,494
Amortisation	1,678
Depreciation	1,188
Total	5,923

Analysis of restricted funds

Donor	Income received	Resources expended
National Lottery Community Fund	45,243	45,243
Swindon Borough Council	51,197	51,197
Lloyds Bank Foundation	35,478	35,478
Swindon Borough Council/DEFRA	488	488
Wiltshire Community Foundation	6,022	6,022
Wiltshire Council	4,000	4,000
National Benevolent	9,410	9,410
Blagrove Trust	20,263	20,263
ESFA	4,192	4,192
Postcode Community Trust	3,331	3,331
Kingshill Trust	18,000	18,000
The Fore	7,483	7,483
A B Charitable Trust	15,000	15,000
Zurich Community Trust	6,822	6,822
Hilden Charitable Trust	1,315	1,315
Jack Lane Charitable Trust	1,880	1,880
Anonymous/other grants	38,461	38,461
Total	268,585	268,585

Net movement of resources

The net movement of funds for this financial year is stated after charging:

Depreciation	£517
Depreciation from Designated Reserves	£1,188
Amortisation from Designated Reserves	£1,678

Taxation

The Harbour Project, as a registered charity, obtains exemption from taxation under section 505 and section 256 Taxation of Chargeable Gains Act 1992.

Tangible fixed assets

	£
Equipment	
Cost	
As at 1 st April 2022	13,070
Addition in year	23,760
Disposals in year	
As at 31st March 2023	36,830
Depreciation	
As at 1 st April 2022	10,487
Charge for year	1,705
On disposals	
As at 31st March 2023	12,192
Net book value	
As at 31 st March 2022	2,583
As at 31st March 2023	24,638
Leasehold Improvements	
Cost	
As at 1 st April 2022	0
Addition in year	67,144
Disposals in year	
As at 31st March 2023	67,144
Amortisation	
As at 1 st April 2022	0
Charge for year	1,678
On disposals	
As at 31st March 2023	1,678
Net book value	
As at 31 st March 2022	0
As at 31st March 2023	65,466

Debtors

	£ 2023	£ 2022
Accounts Receivable	340	416
Other Debtors	1,533	
Income tax refund due on Gift Aid payments	1,392	1,410
Prepayments	2,893	
	6,158	1,826

Creditors

	£ 2023	£ 2022
Grant aid received in advance*	45,775	45,709
Anonymous/other grants received in advance	62,833	34,845
Other creditors	11,309	11,519
Unrestricted donations received in advance		
	119,917	92,073

* The following organisations have already advanced us funds in respect of 2022-23.

	£ 2023	£ 2022
National Lottery Community Fund		4,246
National Benevolent Charity		2,600
Wiltshire Council		
Blagrave Trust	13,903	4,165
Swindon Borough Council/DEFRA	300	489
Zurich Community Trust	18,178	
Postcode Community Trust		3,331
Kingshill Trust		18,000
The Fore	4,894	2,471
Wiltshire Community Foundation	8,500	6,022
Hilden Charitable Trust		1,315
Jack Lane Charitable Trust		1,880
Casarotto		1,190
	45,775	45,709

Reserves

	£ 2023	£ 2022
Restricted reserves as at 1 st April 2022	0	0
Transferred (to) / from unrestricted reserves	0	-4,267
Net income / (expenditure) for year	0	4,267
Restricted reserves as restated at 31st March 2023	0	0
Designated reserves as at 1 st April 2022	150,000	150,000
Transferred from / (to) unrestricted	-5,923	0
Net income / (expenditure) for year	0	0
Designated reserves as at 31st March 2023	144,077	150,000
Unrestricted reserves as at 1 st April 2022	153,220	115,410
Transferred from / (to) restricted reserves	0	4,267
Net income / (expenditure) for year	20,744	33,543
Transferred to designated funds	0	0
Unrestricted reserves at 31st March 2023	173,964	153,220
Total reserves as at 31st March 2023	318,041	303,220