



## **Trustees' Annual Report for the period**

**From 01/02/2022**

**To 31/01/2023**

**Charity name: West Devon Safe Haven**

**Charity registration number: 1174272**

### **Objectives and Activities**

<p>Summary of the purposes of the charity as set out in its governing document</p>	<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; To preserve and protect the physical and mental health of those granted refugee status and their dependents; 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; To advance the education of the public in general about the issues relating to refugees and those seeking asylum.</p>
<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>	<p>WDSH has, in conjunction with Devon County Council, supported one of the families with the process of applying for 'Right to Remain', after 5 years residence. Two of the families underwent the process the previous year. This support included assistance with gathering the information required to support their application and 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. WDSH has liaised with schools when requested to do so by the families. WDSH has helped some of the adult refugees to apply for work. WDSH has organised additional educational support for some of the refugee children.</p>

	WDSH has helped two of the adults with driving lessons.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	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 objective of supporting and integrating refugees within the West Devon community.

### 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 settled in West Devon, though one later moved to Lancashire to be closer to other family members. 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 of Covid restrictions support continued to be given to the families though much of that support was remotely organised. Essential support was maintained at all times.</p>

	<p>Three of the four families have now been in the UK for more than five years, and WDSH supported them with the 'Right to Remain' process. While still offering help and support when needed, WDSH is increasingly focused on fostering greater independence amongst the families, encouraging them to make their own medical appointments and rely less upon volunteers for transport. As several of the adults still have limited English language skills this is not a straightforward process.</p>
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## Financial Review

Review of the charity's financial position at the end of the period	Current assets: £44, 236 Fixed assets (land and building): £201, 094  Total assets: £245, 330
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	£245, 330 of which £44, 236 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 has been receiving £580 per month in rent: this has recently increased to £620. 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 every six weeks to organise activities, agree small payments and to draft policies. If large payments are proposed then any trustees absent from the meeting are given an opportunity to put forward their views before a final decision is taken.</p> <p>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 (START).</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	Treasurer		
4	Peter Squire			
5	Alison Stewart			
6	David Thomson	Chair		
7				
8				

**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	Wendy Mills-Hicks
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Treasurer

**Date** 05/10/23

Registered Charity Number 1174272

WEST DEVON SAFE HAVEN  
FINANCIAL STATEMENTS FOR  
THE YEAR  
TO 31 JANUARY 2023

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	07/09/2023
	Peter Squire	22 June 2018	
	Alison Stewart	12 May 2017	
	David Thomson	12 May 2017	

Independent Examiner    Michael Jefferies F C A

Church Avenue House

Church Avenue

Lamerton

Devon PL19 8RN



# WEST DEVON SAFE HAVEN

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1. Independent Examiner's  
Report
2. Profit and Loss Account
3. Balance sheet



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**Independent examiner's report  
on the accounts**

**Independent Examiner's Report**

Report to the trustees **West Devon Safe Haven**

On accounts for the year ended	<b>31<sup>st</sup> January 2023</b>	Charity no (if any)	<b>1174272</b>
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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 2023

INCOME	2023	2022
	£	£
Donations	545	1,052
Misc, etc	0	1,615
Rent Receivable	<u>6,960</u>	<u>6,480</u>
	<u>7,505</u>	<u>9,147</u>
 EXPENDITURE		
Household Expenditure, Clothing, etc	2,921	5,463
Travel	148	92
Rent top-ups	3,502	3,502
Misc	<u>1,507</u>	<u>3,486</u>
	<u>8,078</u>	<u>12,543</u>
 SURPLUS/(DEFICIT)	 <u>( - 573)</u>	 <u>(-3,396)</u>

# WEST DEVON SAFE HAVEN

## BALANCE SHEET

AS AT

31 JANUARY 2023

FIXED ASSETS	2023	2022
	£	£
Land and Building	201,094	201,094
CURRENT ASSETS		
Cash	0	51
Bank Account	<u>44,236</u>	<u>44,758</u>
Net Current Assets	<u>44,236</u>	<u>44,809</u>
TOTAL ASSETS	<u>245,330</u>	<u>245,903</u>
RESERVES		
Balance at 1 February 2022	245,903	249,299
Surplus/(Deficit) for year	<u>(573)</u>	<u>(3,396)</u>
Balance at 31 January 2023	<u>245,330</u>	<u>245,903</u>

Based on the valuations of similar properties in Aspen Close, the Market Valuation of the freehold property is approximately £250,000.

The Financial Statements for the year ended 31 January 2023 were approved by the Trustees on 20th July 2023. Signed: David Thomson (chair).