

Charity registration number 1122363

Company registration number 06426744 (England and Wales)

HACKNEY MIGRANT CENTRE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

HACKNEY MIGRANT CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Hannah Rymer McConnachie - Chair	
	Saraf Anan - Vice Chair	(Appointed on 02 September 2022)
	Christopher Jon Wheatley - Treasurer	
	Dr Rosemary Sales	(Resigned on 04 December 2023)
	Thomas Sasse	(Appointed on 01 June 2022 and Resigned on 04 December 2023)
	Katharine Meade	
	Elizabeth Kolawole- Johnson	
	Augusta Itua	(Appointed on 20 June 2023)
	Roger Besong	(Appointed on 06 November 2023)
	Rayah Feldman	(Retired on 20 June 2022)
Secretary	Hannah McConnachie	(Appointed on 04 December 2023)
	Dr Rosemary Sales	(Resigned on 04 December 2023)
Charity number	1122363	
Company number	06426744	
Registered office	Migrant Centre The Old Fire Station 61 Leswin Road London N16 7NX	
Independent examiner	Samir Shah FCA, ATII Ramon Lee Ltd Chartered Accountants 93 Tabernacle Street London EC2A 4BA	
Bankers	Unity Trust Bank Four Brindleyplace Birmingham B1 2JB	

HACKNEY MIGRANT CENTRE

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HACKNEY MIGRANT CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) FOR THE YEAR ENDED 31ST MARCH 2023

Forward.

The trustees, who are also the Directors of the charity for the purposes of the Companies Act 2006, present their annual directors' report with the financial statements for the charity for the year ended 31st March 2023.

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 102 (FRS102) (effective 1 January 2015).

Public Benefit statement.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance "Public Benefit: Running a Charity". The achievements and activities outlined in this report demonstrate the public benefit arising through the charity's activities.

HACKNEY MIGRANT CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) FOR THE YEAR ENDED 31ST MARCH 2023

What we do

Hackney Migrant Centre (HMC) provides free advice and support to vulnerable refugees, asylum seekers and migrants (our 'visitors'). Our services are centred around immigration, housing, welfare, and community engagement. The service is dedicated to addressing both immediate concerns and long-term issues, particularly focusing on resolving immigration problems and helping individuals move out of homelessness and destitution.

Our Purpose

To demonstrate solidarity with migrants in Hackney and beyond, including the most vulnerable and marginalised, by welcoming them as our visitors and helping them to access rights and overcome injustice in the immigration system.

Our objects, as in our governing document are:

1. To relieve the needs of migrants, especially those whose immigration status is precarious, irregular and/or temporary, through the provision of legal and other advice and advocacy.
2. To relieve financial hardship and destitution among migrants, especially those whose immigration status is precarious, irregular and/or temporary, through the provision of legal and other advice, advocacy and support.
3. To preserve and protect the physical and mental health of migrants, especially those whose immigration status is precarious, irregular and/or temporary, by providing advice and advocacy to assist them to access health and other relevant services.
4. To advance the education of the public in general about issues relating to migrants especially those whose immigration status is precarious, irregular and/or temporary, through the provision of legal and other advice and advocacy.

This year:

- ✓ 717 visitors received active support with Hackney Migrant Centre in 2022/23.
- ✓ 493 new visitors were welcomed and received a needs assessment.
- ✓ 27% of this year's visitors reside in Hackney
- ✓ 50% + of those visitors had no access to public funds (NRPF)

Our strategic aims

Strategic Aim 1

To provide a safe space for our visitors to gather and be welcomed and supported by staff, advisers and volunteers from local communities.

Strategic Aim 2

To deliver high quality immigration advice, representation, guidance and support for our visitors.

Strategic Aim 3

To deliver high quality advice, representation and guidance to help our visitors secure housing and move out of destitution.

Strategic Aim 4

To campaign to secure changes in policy and practice to advance migrants' rights locally and nationally.

Strategic Aim 5

To build partnerships with relevant organisations, enabling us to assist those visitors whom we are unable to help in-house by referring and signposting them to other agencies.

Strategic Aim 6

To comprehensively serve the interests of HMC's visitors by ensuring the highest quality leadership, governance and management of the organisation within a framework of diversity and inclusion.

HACKNEY MIGRANT CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) FOR THE YEAR ENDED 31ST MARCH 2023

HMC welcomes migrants regardless of their immigration status, nationality, or current place of residence. HMC's core service includes a weekly drop-in advice session, where staff, volunteers, community organisations, and professional advisers collaborate to provide holistic support to our visitors. We not only offer practical assistance but also prepare and serve a meal and organise community events.

Message from the Chair

As I write my third report as Chair of the Trustees, I am pleased to say that Hackney Migrant Centre still reflects its roots as a community organisation that supports migrants in need regardless of their immigration status. HMC is lucky to count so many current and former visitors, volunteers, staff, partners, funders and supporters as part of its community.

The environment facing migrants has become ever more hostile. Harsh policies are having a profound human impact. Asylum seekers have long been housed in overcrowded hotels, and are often moved without notice. The government currently seeks to replace hotel accommodation with prison-style barges. Children's education is disrupted as a result of this and constant uncertainty leads to stress and anxiety. Even those who make it out of the asylum system face more challenges. While the cost-of-living crisis continues, fees for immigration applications and renewals have once again been increased, amounting to many thousands of pounds for some families. Throughout these changes HMC continues to do what it in solidarity with migrants in Hackney, and beyond. The hard-work of our staff team and volunteers, has enabled us to continue providing support to an increasing number of visitors this year.



Our Chair with staff, trustees and volunteers at the
London Legal Walk

Some things have stayed the same since we began in 2008: we still have a dedicated group of volunteers assisting our visitors and staff, including a wonderful team who cook a shared meal every Wednesday; and we continue to work with our external partners who provide high quality professional advice to our visitors. Other aspects of our organisation have grown and evolved: we now have a dedicated in-house team providing immigration advice and housing casework support, as a response to the reduction in the availability of Legal Aid. This year we adopted some of the practices developed during the pandemic: new visitors complete an online form before attending our Wednesday advice session and those who we are not able to see are directed to other services. This has addressed the issue of visitors having to queue outside the drop-in centre, from early-hours, often in harsh winter conditions. We continue to monitor access to our service to ensure we are accessible to those who need us. On average, HMC provides ongoing assistance to over 50 individuals per week through advice, guidance, and community engagement. Examples are outlined in our case studies below. This accomplishment serves as a testament to the commitment of everyone involved with HMC.

I would like to take this opportunity to thank the whole HMC community for its continued support. Thanks also to the board of trustees for their commitment and expertise this year in steering HMC through challenges, both old and new.

Thank you.

Activities, Achievements and performance

Recognising the many challenges faced by our visitors, we have developed a comprehensive support model that addresses their diverse needs. Our work is organised into three main projects:

1. Access to justice
2. Supporting migrants in crisis
3. Pathways to integration

Access to Justice

The Access to Justice project delivers legal advice and support to address immigration and housing issues faced by vulnerable migrants. Migrants come to weekly drop-in sessions and see the Immigration team and the Housing team, which work closely together.

The Immigration team assists vulnerable migrants who do not qualify for legal aid representation. Our expert team, aided by trained volunteers and local partners, provides diagnostic advice, empowering visitors with realistic options for their immigration status.

The Housing team offers advice from external legal advisors, which may be followed by in-house casework from our Housing and Destitution Caseworkers and trained volunteers. The support varies based on individual circumstances, ranging from Care Act referrals to securing housing for refugees.

We achieve this project through:

- **Needs Assessments:** volunteers gain a thorough understanding of the visitor's needs through a detailed interview 'Needs Assessment'.
- **Expert Casework:** provided by in-house caseworkers, legal advisors, and to support visitors with their immigration and/or in accessing housing.
- **Legal Advice from External Partners:** detailed one-off legal advice to inform visitors of their options.
- **Referrals to legal representatives:** referrals to external legal representatives (including on a pro bono basis) to take forward our visitors' cases. This often involves applying for Legal Aid through Exceptional Case Funding, collecting evidence and drafting witness statements.

VISITOR CASE-STUDY

Visitor A, sought assistance from Hackney Migrant Centre after his temporary accommodation was closed down, leaving him street homeless. In response, we provided several hardship payments to address his immediate needs such as food, travel, and toiletries. While our caseworkers worked to secure him access to more stable accommodation, we also pursued additional funding from external sources through a one-off grant to further support him with basic living expenses.

A regularly attended our Wednesday drop-in sessions, where he could shower, eat a hot meal and enjoy company. 'I wish everyday was a Wednesday He also participated in our monthly social sessions. Recently we secured a placement for him in a night shelter, where he currently resides. He continues to visit our center on Wednesdays, and we are actively assisting him with an immigration application on the basis of his 20 years residence.

HACKNEY MIGRANT CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) FOR THE YEAR ENDED 31ST MARCH 2023

- **Accompaniment to Home Office and Immigration Tribunals:** caseworkers or volunteers sometimes accompany visitors to the Home Office or an Immigration Tribunal, providing crucial support during an often-intimidating process.

Immigration and Housing Outcomes

- ✓ 24 Leave to Remain fee waivers submitted
- ✓ 5 Leave to Remain applications submitted
- ✓ 4 20-year applications submitted
- ✓ 22 Substantive applications submitted
- ✓ 18 Accessed legal representation
- ✓ 11 visitors attained a more secure immigration status
- ✓ 24 Supported into short term and emergency accommodation
- ✓ 14 Supported into longer term accommodation

Supporting Migrants in Crisis

The Supporting Migrants in Crisis project is designed to tackle non-legal issues, including homelessness, destitution, hunger and isolation. Our specialised case workers primarily address housing and destitution concerns, while our drop-in service and volunteer support focus on breaking down barriers related to isolation, low income and hunger.

We achieve this project through:

- **£20 hardship payments:** to extremely vulnerable visitors and support in searching for emergency accommodation.
- **Grant applications:** volunteers guide visitors through the application process for grants from a variety of sources, most notably the Heinz, Anna & Carol Kroch Foundation
- Assistance is offered to visitors in obtaining foodbank vouchers, Healthy Start vouchers and free school meals.
- **Lift NRFP:** The Access to Justice team supports visitors in lifting the No Recourse to Public Funds (NRPF) condition from their Leave to Remain status.
- **Warm meal:** a hot, nutritious and delicious meal for all visitors and volunteers.
- **Community space:** providing a safe space for visitors with community sessions on the last Wednesday of every month.
- **Donations:** staff and volunteers collaborate to source clothes, food, toys, pushchairs, and school supplies for children.



Our Kitchen Volunteers serving a nutritious meal

HACKNEY MIGRANT CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) FOR THE YEAR ENDED 31ST MARCH 2023

- **Children's play:** a creche service is provided by volunteers, enabling visitors to discuss their needs confidentially.

Pathways to Integration

The Pathways to Integration project aims to empower visitors to confront enduring challenges they face as migrants, supporting them to add stability and security to their lives and to help them to thrive. These activities are conducted by our team of volunteers to help to strengthen HMC's visitor community providing opportunities to integrate into, and contribute to, their local communities and the broader London area.

We achieve this project through:

- **Community space:** a Community Day is held once a month in partnership with Mama Suze, an organisation dedicated to improving the lives of survivors of forced displacement and gender-based violence through weekly workshops in various art forms.
- **Mental health: supporting visitors to** access external mental health services.
- **Access to free medication:** completing HC1 applications enables visitors to access free prescriptions.
- **Healthcare Charging:** challenging and/or manage healthcare charges.
- **Freedom Passes:** support to apply for Freedom passes.
- **Banking:** setting up bank accounts and obtaining national insurance numbers.
- **GP Registration:** support to register with a GP.

- ✓ 12 Community workshops
- ✓ 36 Visitors referred to mental health support
- ✓ 35 Freedom passes received

VISITOR CASE-STUDY

Visitor B, 23, is a volunteer at HMC. He has Cerebral Palsy, left hemiplegia, and mental health conditions. He faced persecution and discrimination in West Africa, enduring traumatic experiences, including torture and 'magic' rituals. Branded as "evil" and "possessed," he and his family suffered bullying and exclusion so they sought refuge in the UK in 2012. HMC has been supporting the family since 2014 with their immigration, housing, and welfare issues. Visitor B lodged his asylum claim in November 2018, and waited over 5 years for a decision from the Home Office. He recently received a refusal. HMC is currently working on appealing the decision. Prohibited from paid work, Visitor B, a 2021 Social Anthropology graduate from SOAS, is pursuing an MSc in Human Rights at LSE on a full scholarship. He is dedicated to campaigning for migrant rights, has co-published an academic article, and organised an event 'licence to DV8' at the Royal Albert Hall in April 2023.

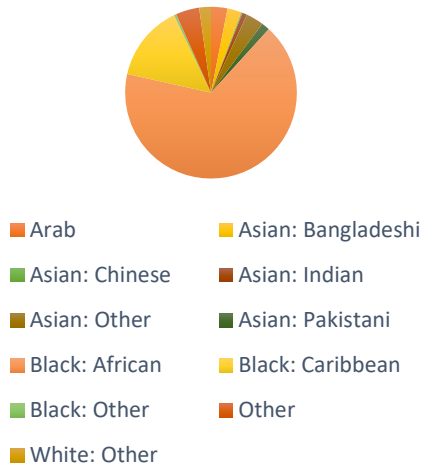
Reflecting on the impact of being unable to take up a recent job offer, Visitor B says, "That's when it really hit me hard." He became more aware of how his asylum seeker status has put his life on hold. Despite this, he continues to volunteer at HMC and another charity, Coram, dedicating time to advocate for migrants and make a positive impact.

Visitor B commitment to volunteering stems from his passion for changing lives. He says, "I am eager to work and move forward with my life, but being at HMC allows me to feel good about making a difference. It's an opportunity to comprehend immigration rules, and understand my rights."

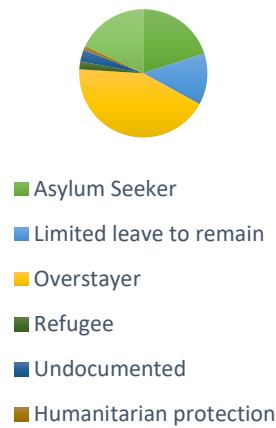
HACKNEY MIGRANT CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) FOR THE YEAR ENDED 31ST MARCH 2023

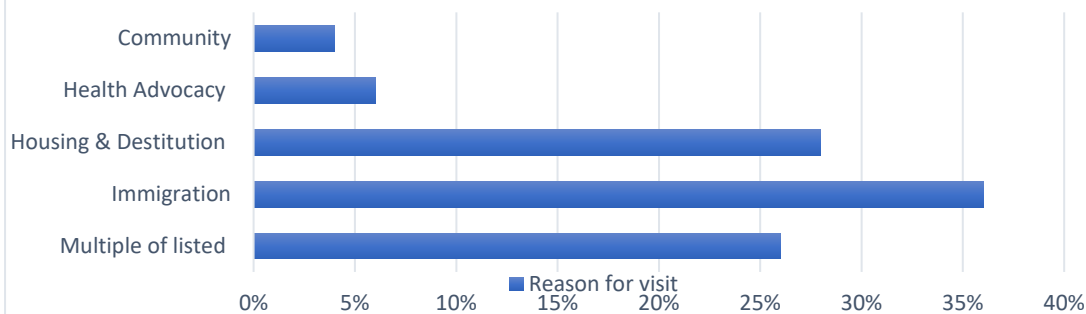
Ethnicity



Immigration Status

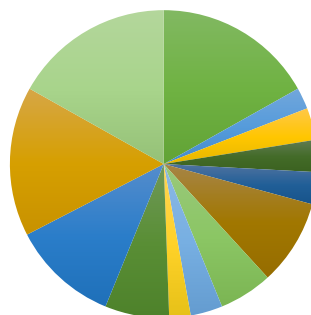


Reason for visiting HMC



Accommodation Type

- Asylum support accommodation
- Care Act accommodation
- Facilitated by religious network
- Housing accommodation
- Night shelter
- Privately renting
- Section 17 : Interim Accommodation
- Section 4 : Accommodation
- Section 95 : Accommodation
- Sofa Surfing
- Temporary Accommodation



HACKNEY MIGRANT CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) FOR THE YEAR ENDED 31ST MARCH 2023

Thank you

Thank you to everyone contributing to HMC's mission—a complex and essential endeavour. Our incredible staff, volunteers, trustees, partners, and supporters play a vital role. Despite the continuous demand for support surpassing our resources, their dedication ensures success. Together, we've achieved significant impacts over the past year. We're grateful for the overwhelming support from HMC's community, both within and beyond Hackney. Special thanks to individual donors, Trusts, and Foundations supporting our work.

- | | |
|-------------------------------|-------------------------------------|
| - Albert Hunt Trust | - Leigh Trust |
| - Allen & Overy | - London Catalyst |
| - Arnold Clark Community Fund | - London Churches Refugee Fund |
| - Blue Moon Trust | - MSN Fund |
| - Charles S French | - Society of the Holy Child |
| - Denton's | - South Hackney Parochial Charities |
| - Dischma Charitable Trust | - Trust for London |
| - Hackney Parochial Charities | - West Hackney Parochial Charities |

HACKNEY MIGRANT CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) FOR THE YEAR ENDED 31ST MARCH 2023

Structure, Governance and Management

Management and Staffing

The trustees delegate the day-to-day work and operations of HMC to a small number of dedicated staff. The Management Team includes Charlotte Buckley, Chief Executive; Megan Allen, Operations Manager and Sian Davin; Immigration Manager.

In addition to a team of 11 staff, our work is supported by more than 68 volunteers, extending the capacity and reach of the charity.

Trustees' recruitment and induction

HMC is governed by a Board of trustees. Each year a third of trustees stand down and are eligible for re-election. The trustees had no beneficial interests in, or contracts with, HMC during the year.

The trustees are selected for their experience, skills and expertise to reflect the diversity of the community with respect to age, ethnicity, sex and disability and a representation of a variety of backgrounds, particularly those from the local

community of Hackney or with lived experience of migration.

The induction process for new trustees includes the provision of information as specified by the Charities Commission on their roles and responsibilities, policy and procedures, meetings with key staff and the Chair of trustees and visits to HMC both by arrangement and informally.

Risk Management

The management team present an annual risk register to the trustees, which includes the strategic, operational, financial, governance, compliance and external risks the charity faces. The review identifies actions required to mitigate risks. In addition, the Chief Executive updates the trustees on risk at regular board meetings. The trustees have considered the major risks to which the charity is exposed - which focus on funding and staffing - and have satisfied themselves that systems and procedures are in place to mitigate these and other risks.

Statement of Trustees' responsibilities

The trustees are responsible for preparing the Trustees' Report 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 year.

In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and 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.

The trustees' report was approved by the Board of Trustees.

Hannah McConnachie, **Chair**



Date: 05/12/2023

HACKNEY MIGRANT CENTRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF HACKNEY MIGRANT CENTRE

I report to the trustees on my examination of the financial statements of Hackney Migrant Centre (the charitable company) for the year ended 31 March 2023.

This report is made solely to the charity's trustees, as a body, in accordance with the Charities Act 2011.

My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my Independent Examination, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charitable 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 the charitable company's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of , 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 that in any material respect:

- 1 accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.

Samir Shah FCA, ATII

Ramon Lee Ltd
Chartered Accountants
93 Tabernacle Street
London
EC2A 4BA

Dated:

HACKNEY MIGRANT CENTRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
<u>Income and endowments from:</u>					
Donations and legacies	3	305,716	131,082	436,798	301,490
Other income	4	131	-	131	5,398
Total income		305,847	131,082	436,929	306,888
<u>Expenditure on:</u>					
Raising funds	5	25,702	-	25,702	32,456
Charitable activities	6	243,798	93,380	337,178	375,967
Total expenditure		269,500	93,380	362,880	408,423
Net income/(expenditure) for the year/ Net movement in funds		36,347	37,702	74,049	(101,535)
Fund balances at 1 April 2022		145,553	14,909	160,462	261,997
Fund balances at 31 March 2023		181,900	52,611	234,511	160,462

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The notes on pages 13 to 23 form part of these financial statements.

HACKNEY MIGRANT CENTRE

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Current assets					
Debtors	12	3,088		30,077	
Cash at bank and in hand		250,436		166,861	
		<u>253,524</u>		<u>196,938</u>	
Creditors: amounts falling due within one year	13	(19,013)		(36,476)	
Net current assets			<u>234,511</u>		<u>160,462</u>
Income funds					
Restricted funds	14		52,611		14,909
Unrestricted funds			181,900		145,553
			<u>234,511</u>		<u>160,462</u>

The notes on pages 13 to 23 form part of these financial statements.

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.


The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The directors acknowledge their responsibilities for:

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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 financial statements were approved by the Trustees on 4/12/2023 and were signed on its behalf by:



Hannah McConnachie
Chair

HACKNEY MIGRANT CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

Hackney Migrant Centre is a private company limited by guarantee incorporated in England and Wales and has no share capital. The registered office is Migrant Centre, The Old Fire Station, 61 Leswin Road, London, N16 7NX. The liability of each member in the event of winding up is limited to £10.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charitable company's Memorandum and Articles of Association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charitable company is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Designated funds are subject to specific conditions by donors that the capital must be maintained by the charitable company.

1.4 Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

The 'grants, donations and legacies' heading on the Statement of Financial Activities includes unrestricted grants and donations, given in general to the organisation and restricted grants and donations which are given for specific elements of our work.

For legacies, entitlement is taken when a distribution is received from the estate. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

HACKNEY MIGRANT CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned to the Moving out of Hardship project where the budget allows and the balance to the Drop-In Centre activities, where the bulk of our resources are used. The Hardship Fund and the Grants for Individuals are co-ordinated mainly by volunteers.

1.6 Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £500. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	Fixtures, fittings and computer equipment	4 years
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1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

HACKNEY MIGRANT CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

1.8 Financial instruments

The charitable company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charitable company's balance sheet when the charitable company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

1.9 Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

1.10 Creditors and provisions

Creditors and provisions are recognised when the charitable company has a legal or constructive present obligation as a result of a past event, it is probable that the charitable company will be required to settle that obligation and a reliable estimate can be made of the amount of the obligation.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation. Where the effect of the time value of money is material, the amount expected to be required to settle the obligation is recognised at present value. When a provision is measured at present value, the unwinding of the discount is recognised as a finance cost in net income/(expenditure) in the period in which it arises.

1.11 Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

1.12 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.13 Pensions

The charity pays employer contributions to defined contribution pension schemes.

2 Critical accounting estimates and judgements

In the application of the charitable company's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

HACKNEY MIGRANT CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

3 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
<i>Trusts and Foundations</i>				
AB Charitable Trust	10,000	-	10,000	20,000
Allen & Overy Foundation	10,000	-	10,000	5,000
Anton Jurgens Fonds	3,000	-	3,000	-
The Arnold Clark Community Fund	-	1,000	1,000	-
Charles S. French Charitable Trust	-	2,500	2,500	3,000
Dischma Charitable Trust	-	-	-	5,000
Garfield Weston	10,000	-	10,000	-
Hackney Parochial Charities	-	11,000	11,000	10,000
London Catalyst - Samaritan Grant	-	1,000	1,000	2,000
London Churches Refugee Fund	-	1,000	1,000	-
London Community Response Fund	-	-	-	30,000
Mrs Smith & Mount Trust	-	15,000	15,000	5,000
MSN Fund	-	21,087	21,087	18,200
Sir Jules Thorn Trust	-	-	-	1,250
Sisters of the Holy Cross	-	-	-	20,000
Society of the Holy Child Jesus	10,000	-	10,000	-
South Hackney Parochial Charity	-	-	-	2,000
Southall Trust	-	-	-	1,000
The Albert Hunt Trust	7,000	-	7,000	-
The Blue Moon Trust	10,000	-	10,000	-
The Charity of Sir Richard Whittington	-	-	-	30,000
The David & Ruth Lewis Charitable Trust	-	-	-	20,000
The Leigh Trust	2,500	-	2,500	-
Trust for London Trustee Distribution Fund	65,000	54,000	119,000	-
West Hackney Parochial Charity	5,000	-	5,000	-
Anonymous and other small grants	75,000	-	75,000	-
<i>Grants for Individuals</i>				
Hackney Parochial Charities	-	-	-	587
Heinz, Anna & Carol Kroch Foundation	-	15,725	15,725	25,820
Kanlungan Filipino	-	-	-	750
Methodist Church Fund for Human Need	-	-	-	640
Anton Jurgens Funds	-	3,000	3,000	-
Fund for Human Need	-	1,690	1,690	-
Severn Wells	-	2,000	2,000	-
Other small grants	-	1,225	1,225	1,250
<i>Community Supporters</i>	4,031	-	4,031	13,087
<i>Individual Donations and gift aid</i>	44,631	-	44,631	79,012
<i>Fundraising</i>	49,418	855	50,273	7,894
	<u>305,716</u>	<u>131,082</u>	<u>436,798</u>	<u>301,490</u>
For the year ended 31 March 2022	<u>201,757</u>	<u>99,733</u>		<u>301,490</u>

HACKNEY MIGRANT CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

4 Other income

	Unrestricted funds £	Total 2023 £	Total 2022 £
Earned income	131	131	5,398
	<u>131</u>	<u>131</u>	<u>5,398</u>
For the year ended 31 March 2022	<u>5,398</u>		<u>5,398</u>

5 Raising funds

	Unrestricted funds £	Total 2023 £	Total 2022 £
Other fundraising costs	910	910	417
Staff costs	24,792	24,792	32,039
	<u>25,702</u>	<u>25,702</u>	<u>32,456</u>
For the year ended 31 March 2022	<u>32,456</u>		<u>32,456</u>

HACKNEY MIGRANT CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

6 Charitable activities

	Drop-In and Advice Service £	Charitable Hardship Fund £	Activities Grants for Individuals £	Total 2023 £	Total 2022 £
Staff costs	120,306	-	-	120,306	176,545
Project partners' costs	-	-	-	-	10,811
Legal advisors	15,570	-	-	15,570	18,365
Interpreting and other direct costs	6,345	-	-	6,345	10,436
Grants for individuals	-	-	23,640	23,640	29,453
Hardship fund - grants	-	3,383	-	3,383	3,753
Hardship fund - emergency accommodation	-	-	-	-	1,475
OCT purchases	-	-	-	-	18,224
Evaluation and monitoring	-	-	-	-	5,550
Other direct costs	-	-	-	-	623
Rent & storage for Drop-In centre	11,200	-	-	11,200	9,799
Volunteer and intern expenses	5,881	-	-	5,881	3,636
Food and kitchen supplies	3,291	-	-	3,291	1,867
Drop-In centre running costs	4,644	-	-	4,644	4,772
Working from home costs	859	-	-	859	2,446
	<u>168,096</u>	<u>3,383</u>	<u>23,640</u>	<u>195,119</u>	<u>297,755</u>
Share of support costs (see note 7)	140,631	-	-	140,631	78,212
Share of governance costs (see note 7)	1,428	-	-	1,428	-
	<u>310,155</u>	<u>3,383</u>	<u>23,640</u>	<u>337,178</u>	<u>375,967</u>
Analysis by fund					
Unrestricted funds	216,775	3,383	23,640	243,798	179,123
Designated funds	-	-	-	-	62,503
Restricted funds	93,380	-	-	93,380	134,341
	<u>310,155</u>	<u>3,383</u>	<u>23,640</u>	<u>337,178</u>	<u>375,967</u>
For the year ended 31 March 2022					
Unrestricted funds	166,240	-	-		179,123
Designated funds	28,801	-	25,469		62,503
Restricted funds	101,315	5,228	3,984		134,341
	<u>296,356</u>	<u>5,228</u>	<u>29,453</u>		<u>375,967</u>

HACKNEY MIGRANT CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

7 Support costs

	Support costs	Governance costs	2023	2022
	£	£	£	£
Staff costs	100,948	-	100,948	42,034
Depreciation	-	-	-	2,502
Other staff costs	16,732	-	16,732	10,831
Office rent	8,799	-	8,799	7,104
Internet	569	-	569	569
Office equipment and supplies	3,781	-	3,781	3,400
Finance and admin	1,088	-	1,088	7,657
Insurance	2,173	-	2,173	1,169
Subscriptions and membership	1,732	-	1,732	932
Other expenses	-	-	-	15
Professional fees	4,809	-	4,809	679
Independent Examiner's fees	-	1,428	1,428	1,320
	<u>140,631</u>	<u>1,428</u>	<u>142,059</u>	<u>78,212</u>
Analysed between				
Charitable activities	<u>140,631</u>	<u>1,428</u>	<u>142,059</u>	<u>78,212</u>

HACKNEY MIGRANT CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

8 Grant making

We grant small amounts of cash, usually £10 or £20 to visitors to our Drop-In centre, known as Hardship grants which cover emergency costs they may have such as food, travel and personal care items. Each grant is assessed on an individual basis and the visitor signs a receipt confirming they have received it. Grants are paid from our restricted Hardship Fund, which is funded by grants and donations specifically earmarked for the purpose.

We also apply for grants on behalf of visitors to our centre which we pass on to them.

During the year we received 144 grants (2022: 166) totalling £23,640 (2022: £29,047) for our visitors. The grants received are kept in a separate bank account to the rest of the organisation's cash. The grants are received and paid to the individuals usually within 2 weeks of receipt. In the rare occasion that we cannot contact the grant recipient the funds are paid back to the grantor. During the year grants were received from the following organisations:

	2023	2022
	£	£
Hackney Parochial Charities	-	587
Anton Jurgens Funds	3,000	-
Fund for Human Need	1,690	-
Heinz, Anna & Carol Kroch Foundation	15,725	25,820
Kanlungan Filipino	-	750
Methodist Church Fund for Human Need	-	640
R L Glasspool Charity Trust	1,075	350
Severn Wells	2,000	-
Slough & District	-	450
The Nawaal Fund	-	300
We Belong	150	150
	<u>23,640</u>	<u>29,047</u>

9 Net movement in funds

	2023	2022
	£	£
Net movement in funds is stated after charging/(crediting)		
Depreciation of owned tangible fixed assets	-	2,502
Operating lease rentals: Property	8,799	7,104
Independent Examiners' remuneration	1,428	1,320
	<u></u>	<u></u>

10 Trustees

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2022: £nil).

No charity trustee received payment for professional or other services supplied to the charity (2022: £nil). No trustee claimed travel expenses in 2023 or 2022.

HACKNEY MIGRANT CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

11 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Raising funds	0.70	0.80
Charitable activities	2.90	4.60
Support and governance	1.90	0.90
Total	5.50	6.30

Employment costs

	2023 £	2022 £
Wages and salaries	201,919	212,781
Temporary staff cover	13,902	5,396
Social security costs	13,911	15,524
Employer's contribution to defined contribution pension schemes	16,314	16,917
	246,046	250,618

The total employee benefits including pension contributions of the key management personnel were £101,399 (2022: £77,884).

There were no employees whose annual remuneration was more than £60,000.

12 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	-	6,240
Other debtors	1,965	23,837
Prepayments	1,123	-
	3,088	30,077

13 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	3,152	5,802
Taxation and social security	4,639	5,442
Other creditors	4,094	5,066
Accruals and deferred income	7,128	20,166
	19,013	36,476

HACKNEY MIGRANT CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			
	Balance at 1 April 2021	Incoming resources	Resources expended	Balance at 1 April 2022	Incoming resources	Resources expended	Balance at 31 March 2022
	£	£	£	£	£	£	£
The Arnold Clark Community Fund	-	3,000	(3,000)	-	1,000	(322)	678
Charles S. French Charitable Trust	10,000	10,000	(20,000)	-	2,500	(2,500)	-
Hackney Parochial Charities	-	5,000	(5,000)	-	11,000	(10,000)	1,000
Mrs Smith & Mount Trust	-	18,200	(13,650)	-	15,000	-	15,000
MSN Fund	3,000	2,000	(3,000)	4,550	21,087	(18,060)	7,577
South Hackney Parochial Charity	5,000	-	(5,000)	2,000	-	(2,000)	-
Trust For London	20,012	-	(20,012)	-	54,000	(33,426)	20,574
London Catalyst - Samaritan Grant	4,855	29,047	(29,451)	-	1,000	-	1,000
London Churches Refugee Fund	-	30,000	(30,000)	-	1,000	-	1,000
Grants for Individuals	4,650	486	(3,228)	4,451	23,640	(23,640)	4,451
Hardship Fund	2,000	2,000	(2,000)	3,908	-	(3,433)	475
Community Supporters	-	-	-	-	855	-	855
	<u>49,517</u>	<u>99,733</u>	<u>(134,341)</u>	<u>14,909</u>	<u>131,082</u>	<u>(93,381)</u>	<u>52,611</u>

Drop-In Centre

All grants received for the Drop-In Centre were towards general running costs of the service, with the exception of MSN Fund, which is towards salary costs for the the Volunteer Co-ordinator post.

Grants for individuals

Grants received from the organisations listed in note 8 to be passed on to individual visitors.

Hardship Fund

Donations and gift aid received for our Hardship Fund which pays out small grants or pays for emergency accommodation to individuals in need.

Trust For London

Funding from Trust for London is for the salary of our Immigration Manager and related costs.

The Arnold Clark Community Fund

This funding is towards our social sessions which take place at our Wednesday drop in service.

Mr & Mrs Smith Mount

This funding is to cover housing work.

HACKNEY MIGRANT CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

15 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total 2023 £	Unrestricted funds £	Restricted funds £	Total 2022 £
Fund balances at 31 March 2023 are represented by:						
Current assets/(liabilities)	181,900	52,611	234,511	145,553	14,909	160,462
	<u>181,900</u>	<u>52,611</u>	<u>234,511</u>	<u>145,553</u>	<u>14,909</u>	<u>160,462</u>

16 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).