

# **RAY (Refugee Action York)**

**Charitable Incorporated Organisation  
(Charity Number: 1154065)**

## **Trustees Annual Report & Financial Statements for the year ended**

**31 March 2016**

# **outsourc**

**Charity Accounts Preparation & Independent  
Examination Service**

**29 Millfield Road, York, YO23 1NH**

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# **RAY (Refugee Action York)**

(Charity Number: 1154065)

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# Trustees' Annual Report

For the year ended:

31 March 2016

## Reference and Administration details

Charity name RAY (Refugee Action York)

Other name(s) charity is known by

Registered Charity number (if any) 1154065

Charity's principal address  
c/o Clifton Children's Centre  
Kingsway North  
York

Postcode YO30 6JA

## Names of the charity trustees who 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)
Sally Bourton	Chair		
Margot Brown			
Daryl Walsh	Treasurer		
David Burgess		09/05/15 - Present	
John Williamson		13/10/15 - Present	
Irene Dorothy Brown		01/01/16 - Present	
Mary McCormack	Chair	17/09/13 - 13/10/15	
Amelia Donohoe		17/09/13 - 29/04/15	
Esme Madill		17/09/13 - 01/09/15	

## Names of the trustees for the charity, if any

Name	Dates acted if not for whole year
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## Reference and Administration details (continued)

### Names and addresses of advisers

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members

## Structure, governance and management

### Description of the charity's trusts

Governing Document:	Constitution
How the charity is constituted	CIO
Trustee selection methods	AGM/Trustee Meeting

Additional governance issues

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

To advance education and relieve financial hardship amongst migrants, those seeking asylum and those granted refugee status, particularly by the provision of advice and guidance. To advance the education of the public in general about the issues relating to refugees and those seeking asylum.

### Summary of the main activities undertaken for the public benefit in relation to these objects

Weekly drop-in session ('The Hub') providing information and support sign-posting help, English lessons for adults, Turkish lessons and homework help for children, activities for younger children, shared meal, and regular guest speakers. Weekly youth club ('4 Corners') providing a range of social activities, sports and trips for young people aged 13-18 from the community. Hardship support for families and individuals facing destitution.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.



## Additional details of objectives and activities

### Achievements and performance

#### Summary of the main achievements of the charity during the year

- We have continued to run our weekly drop-in service for refugees, asylum seekers and migrants, known as The Hub. During the year we ran 32 x 3 hour sessions. The main activities at The Hub have been:
  - o Turkish language classes for children to develop confidence, self-esteem and Turkish and English language skills
  - o Educational support, including help with homework for children whose parents are unable to assist them, liaison with schools and extra help for children who speak no English when they start school
  - o English language classes for adults, who because of cultural barriers or immigration status do not attend existing ESOL classes in York but whose English is very limited. We also support learning of adults who are able to attend ESOL classes
  - o Talks from voluntary & statutory service providers in York to ensure that this community can access health, leisure and social services. Talks this year included the Family Information Service, fire safety, Police, "into University", and Healthwatch
  - o The Community Police attend on a regular basis, chatting to and building trust with service users, and also giving talks about subjects such as Domestic Violence, and Race Hate
  - o Signposting to key agencies e.g. Citizens Advice Bureau, Education Department, legal advice, mental health services, housing, Women's Centre
  - o A safe space where men, women and children from refugee and migrant communities, and volunteers from York, can meet together and share food
  - o Adult beneficiaries have attended a range of new activities and learned new skills including: computer skills, Zumba, origami, felt crafts, poetry and yoga during the year
  - o A women's poetry workshop in July saw 10 women working in groups to create 2 poems which they read out at the end of term showcasing event. It was a really moving experience for everyone, audience included
- We offer additional support outside The Hub to families who are particularly vulnerable and isolated. This includes:
  - a hardship fund for destitute families and those experiencing severe financial hardship
  - liaison with legal services for those seeking asylum
  - home visits for families who are particularly isolated
  - additional homework support in the home for children whose parents speak little or no English and who are struggling to keep up in school
- We held a picnic during Refugee Week, in partnership with York Minster
- During the summer holidays we offered a programme of at least one activity per week for families, including some in partnership with York Minster

- The 4Corners youth club continues to be extremely effective in supporting young people from the communities we support. Activities have included baking, art (an ongoing art identity project), games, football, basketball, badminton, rounders, dance, drama, gymnastics, board games and computer gaming. External trips have been climbing, sledging, bowling, the beach, and 'high ropes'. The young people helped Upstage theatre company write a play by sharing their own experiences. They were very proud when they went to see the finished production after they were invited as a thank you; many of them hadn't been to see a play before
- Some of the young people from 4Corners took part in a football tournament at York University in summer, which was very popular and increased the participants' confidence noticeably. At the showcase event in December the young people demonstrated their football skills and gave a dance/gymnastics performance to guests
- We now run the ASDAN programme on Youth Leadership for the young people, through which we hope that self-confidence will be improved, new skills gained and developed, and opportunities for the future widened
- Numbers reached: We currently have regular contact with 26 families. Of these, 4 families are of African origin, one is Bengali, one is Iranian, and the remainder are Turkish or Kurdish. Over the last 6 months we have also supported families or individuals from Syria, Iraq and Somalia.

## Financial review

### Reserves policy

The Trustees have established a policy whereby a general reserve of approximately 3 months of fixed costs (salaries and basic running costs for The Hub and 4Corners) is held as prudent planning to ensure RAY's continued operation in the event of a significant drop in funding. This equates to approximately £13,000 in general funds to be held at any time. As at 31/03/2016 the level of reserves was maintained at this level, despite another year of increasing demand for RAY's services. The target was reached and maintained throughout the majority of the year due to focused fundraising efforts from staff, trustees and volunteers, as well as an impressive and inspiring response from the local community in the wake of the well publicised refugee 'crisis' during the last 18 months. These efforts and acts of generosity have allowed the organisation to continue to deliver and grow its core services, as well as return the reserves to a level which increases RAY's sustainability for the future.

The Trustees recognise the importance of reserves and aim to maintain the balance at a level representing 3 months of fixed running costs throughout the next financial year through a combination of planned fundraising and well managed operations to find cost savings and efficiencies where possible. The Trustees will continue to assess the required level of reserves throughout the year based on the risks facing the organisation, as well as the wider environment in which it operates.

### Funds materially in deficit

None



**Further financial review details**

**Other optional information**

**Declaration**

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

Signed for and on behalf of the Trustees:



**Signature**

Daryl Walsh

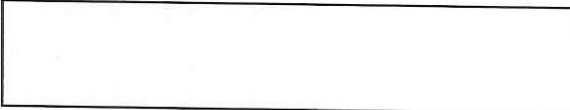
**Name**

Treasurer

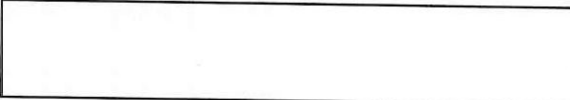
**Position (e.g. Chair etc)**

09/09/2016

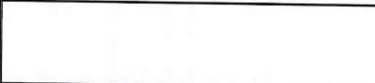
**Date**



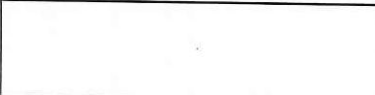
**Signature**



**Name**



**Position (e.g. Chair etc)**



**Date**

## Independent examiner's report on the accounts

I report on the accounts of: **RAY (Refugee Action York)**  
for the year ended: **31 March 2016** which are set out on pages 7 to 9.

### 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 (2) of the Charities Act 2011 (the "2011 Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act), and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the 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 matter has come to my attention

1) which gives me reasonable cause to believe that in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Jeff Todd (FCA)**

Outsource Charity Accounts Preparation &  
Independent Examination Service  
29 Millfield Road  
York YO23 1NH

**Date:**



**RAY (Refugee Action York)**  
(Charity Number: 1154065)

**Receipts & Payments Accounts for the year ended:**

**31 March 2016**

	Unrestricted funds £	Restricted funds £	2016 Total funds £	2015 Total funds £
<b>Receipts</b>				
Grants (Note 2)	-	59,906	59,906	32,791
Individual donations	3,637	9,041	12,678	2,633
Corporate donations	-	3,440	3,440	1,925
Just giving donations	2,421	1,214	3,635	1,980
Bank interest	22	-	22	32
Other income	-	32	32	-
<b>Total receipts</b>	<b>6,080</b>	<b>73,633</b>	<b>79,713</b>	<b>39,361</b>
<b>Payments</b>				
Salaries & pensions	-	34,627	34,627	28,071
Staff expenses	-	1,520	1,520	1,208
Training and other staff costs	-	765	765	580
Taxis & travel	-	4,115	4,115	3,193
Hardship	-	2,872	2,872	1,363
Running costs	-	2,719	2,719	2,035
Finance & admin	-	832	832	457
Evaluation	-	715	715	965
Pensions	-	695	695	-
Volunteer training & expenses	-	572	572	470
Insurance	-	519	519	509
Other governance costs	-	472	472	465
Translation & interpreting	-	272	272	1,058
Summer camp & day trips	-	-	-	2,495
Teaching Turkish	-	-	-	2,020
CYC running costs	-	-	-	1,041
Equipment & materials	-	-	-	634
Fundraising	-	-	-	600
<b>Total payments</b>	<b>-</b>	<b>50,695</b>	<b>50,695</b>	<b>47,164</b>
<b>Net of receipts/(payments)</b>	<b>6,080</b>	<b>22,938</b>	<b>29,018</b>	<b>(7,803)</b>
<b>Transfers between funds (Note 3)</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Acquired from Charity (Note 1)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,577</b>
<b>Balance brought forward</b>	<b>7,590</b>	<b>9,184</b>	<b>16,774</b>	<b>-</b>
<b>Balance carried forward</b>	<b>13,670</b>	<b>32,122</b>	<b>45,792</b>	<b>16,774</b>

**RAY (Refugee Action York)**  
(Charity Number: 1154065)

<b>Statement of Assets and Liabilities at:</b>	<b>31 March 2016</b>
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	Unrestricted funds £	Restricted funds £	2016 Total funds £	2015 Total funds £
<b>Assets</b>				
<b>Cash at bank and in hand</b>				
Current bank account	13,765	31,782	45,547	16,529
Petty cash	-	245	245	245
	<u>13,765</u>	<u>32,027</u>	<u>45,792</u>	<u>16,774</u>

	Unrestricted funds £	Restricted funds £	2016 Total funds £	2015 Total funds £
<b>Liabilities</b>				
Independent Examination Fee	240	-	240	216
	<u>240</u>	<u>-</u>	<u>240</u>	<u>216</u>

**RAY (Refugee Action York)**  
(Charity Number: 1154065)

<b>Notes to the Accounts for the year ended:</b>	<b>31 March 2016</b>
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**1. Basis of preparation**

The CIO acquired the assets of the former charity Refugee Action York on 1 April 2014.

The Trustees have taken advantage of section 144 (2) of the Charities Act 2011 and prepared the accounts on a receipts and payments basis.

**2. Grants received**

	Unrestricted funds	Restricted funds	2016 Total funds	2015 Total funds
	£	£	£	£
BIG Lottery	-	13,903	13,903	13,499
Lloyds Bank Foundation for England & Wales	-	11,248	11,248	-
CYC Early Intervention	-	5,000	5,000	5,000
CYC Youth	-	3,760	3,760	3,300
Comic Relief	-	3,435	3,435	
Shine	-	2,500	2,500	-
Brelms Trust	-	1,820	1,820	-
One off grants	-	18,240	18,240	10,992
	-	59,906	59,906	32,791

**3. Funds analysis**

**Unrestricted funds**

Unrestricted funds are funds that can be used in accordance with the objects of the charity at the discretion of the trustees

**Restricted Funds**

Restricted funds are subject to specific conditions by donors as to how they can be used.



**Movement of funds:**

	Brought forward	Receipts	Payments	Transfers	Carried forward
	£	£	£	£	£
<b>Unrestricted funds</b>	<b>7,590</b>	<b>6,080</b>	<b>-</b>		<b>13,670</b>
<b>Restricted funds</b>					
The Hub	84	39,519	(24,019)	-	15,584
Information and support	-	9,334	(6,218)	-	3,116
Youth work	4,023	14,025	(13,666)	-	4,382
Supplementary teaching	2,101	3,893	(3,704)	-	2,290
Hardship	2,976	6,862	(3,088)	-	6,750
	<b>9,184</b>	<b>73,633</b>	<b>(50,695)</b>	<b>-</b>	<b>32,122</b>
<b>Total</b>	<b>16,774</b>	<b>79,713</b>	<b>(50,695)</b>	<b>-</b>	<b>45,792</b>

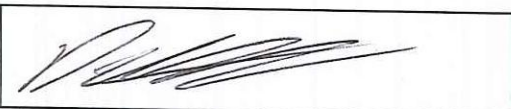
**Approval of Accounts for the year ended:**

**31 March 2016**

The report and accounts were approved at a meeting of the Trustees  
held on:

09/09/2016

Date



Signed for and on behalf of the Trustees

09/09/2016

Date

Daryl Walsh

Print Name

Treasurer

Position (e.g. Chair etc)