

**SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS**  
**FINANCIAL STATEMENTS**  
**31 MARCH 2016**

Charity Number 1143912

**CARY AND COMPANY**  
Certified Practising Accountants  
Howells Farm Offices  
Maypole Road  
Langford  
Nr Maldon  
Essex  
CM9 4SY

# **SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2016**

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# **SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS**

## **TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2016**

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2016.

**Registered charity name** Southwark Day Centre for Asylum Seekers

**Charity registration number** 1143912

**Company registration number** 07519992

### **Registered office**

### **The trustees**

The trustees who served the charity during the period were as follows:

Ms J Kelly  
Ms G Reeve (Chair)  
Mr S Taylor  
Mrs M Boley  
Mr A Roberts (from 25 February 2014)  
Revd. Rosemary Shaw  
Mr H Kamara (Treasurer)

### **Secretary**

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The Southwark Day Centre for Asylum Seekers is an incorporated company limited by guarantee number 07519992. Registered under charity number 11143912 and governed by constitution which was adopted on 27 September 1996.

# **SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS**

## **TRUSTEES ANNUAL REPORT** *(continued)*

**YEAR ENDED 31 MARCH 2016**

### **The organisation and decision-making structure**

The Board of Trustees (known as the Management Committee) is elected at the Annual General Meeting with power to co-opt members during the year. The maximum number of members for the Management Committee is 13 and the minimum 7 and the maximum number of co-opted members per year is 4. The Management Committee normally meets on a 6-8 week cycle and is required to meet at least four times a year plus the Annual Meeting. The Management Committee aims to delegate certain issues such as personnel issues, fundraising issues and strategic development to sub-groups which report regularly to the main Management Committee.

### **Project Coordinator**

The Project Coordinator is responsible for the day to day management of the Charity's affairs and for implementing policies agreed by the Management Committee.

### **Statement of Trustee Responsibilities and overall Governance**

The Trustees have overall responsibility for ensuring that the Charity has appropriate systems and controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the Charity and for their proper application as required by charity law, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Risk Management**

The Trustees have reviewed the major risks to which the charity is exposed, in particular those related to the operations and finances of the Charity and are satisfied that systems are in place to mitigate exposure to the major risks.

## **OBJECTIVES AND ACTIVITIES**

### **Objects of the charity**

Relief of poverty, the promotion of health, the relief of distress and the furtherance of education for asylum seekers and refugees in the London Borough of Southwark.



# **SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS**

## **TRUSTEES ANNUAL REPORT *(continued)***

**YEAR ENDED 31 MARCH 2016**

### **Activities**

The major activities during the financial year have been:

- Sustaining the weekly drop-in facilities at the Copleston Centre, Peckham Park Rd. Baptist Church and Crossways (Elephant and Castle) throughout the year.
- Sustaining the network of individuals and agencies supporting asylum seekers.
- Identifying resources that have been able to meet the most acute needs of destitute asylum seekers.
- Sessions at PPRBC have continued to focus on the needs of families and under 5's. The Children's Services programme unfortunately announced that it will withdraw funding in June 2016.
- Volunteers: We are aware volunteers are integral to the success of our work. Without them, the 'drop-in' sessions would not work as we rely on them to take on diverse functions including language support and practical skills.

ARSP: In addition to our work with local volunteers we have continued a very effective partnership with Action Reconciliation Service for Peace (ARSP). Through this partnership we are able to access funding through the European Voluntary Service, (EVS) to host a volunteer, usually from Poland, to work with us for a twelve month period, Sept - Aug for five days a week, over all three centres plus work in the office. Given the length of time these volunteers spend with us, plus their consistency over the week, their contribution is immeasurable and we feel very fortunate that we are able to benefit from their vitality, energy and commitment to our work. During this last year we were pleased to welcome a student from Germany on placement with us for several months. We particularly welcomed the relationship we have developed with a social work course in Berlin.

'Gardening for Well-being' Project: Our initial scheme of working a small allotment plot near the Copleston Centre has developed rapidly and with great effect. Funds have been realised to develop the site, coordinate the activities and arrange several workshops either locally or a bit further afield. The impact on clients' wellbeing has been very positive and instilled a sense of confidence and self-esteem. The garden around Peckham Park Road Baptist Church has also been greatly improved and used for seasonal social events. These sessions are a valuable tool in fostering the integration of our clients.

This year we received funding to develop two group therapy sessions each week at Copleston and Crossway. The Friends Scheme is growing slowly and has made a considerable contribution to our unrestricted funding. The Newsletter produced on a regular basis continues to provide up to date news to a wide range of people. A small group of people started in January 2016 a monthly 'Book Stall' on the morning of every 2nd Saturday of the month and has become a very welcome addition to our social life as well as making a real contribution to the overall fundraising funds. Similarly, the Concerts that are coordinated by a local musician are increasingly well attended. The 10K London Run was also a very successful occasion.

Advice: At all three Centres, clients come with a range of issues for which they need advice or information. These may include help with general welfare benefits, access to health or education services, concern about their immigration status and housing etc. All these are particularly crucial for clients with no recourse to public funds.

# **SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS**

## **TRUSTEES ANNUAL REPORT *(continued)***

### **YEAR ENDED 31 MARCH 2016**

We are very fortunate in having a core of fairly long term staff and volunteers who have gained considerable knowledge and expertise in these fields of work. As part of our partnership working, we also have a member of staff from the NHS Health Inclusion Team who comes regularly to all of our Centres. We also have access to an immigration lawyer from the CAB who comes once a month to us and another member of staff from CAB who comes to one of our Centres each week for general welfare advice. Southwark Law Centre is also very accessible by telephone for appropriate information or support. Over the last year in particular, a senior Consultant Psychologist at Maudsley NHS Trust has been available to give 'on site' support to members of staff on their work with clients with mental health issues.

-Staff development: Both paid staff and volunteers are encouraged to attend training sessions relating to a range of issues: immigration legislation, first aid, mental health awareness, basic food hygiene etc. The annual staff /Management Committee/ volunteers away day has also been held.

### **TRENDS IDENTIFIED DURING THE YEAR**

**Affects of legislation on asylum seekers:** We continue to be very much aware of the effects of punitive legislation on asylum seekers. We note that we are increasingly approaching small trusts and charities for financial support for those who have no recourse to statutory funds. We are also very grateful for the practical support offered by church and local groups who contribute food and household items. Our monitoring of referrals indicates that there is an increasing number of clients presenting or being referred with mental health issues, arising predominantly from the situation on which they find themselves.

We have, however, been encouraged by the increasing number of individuals and families who have received 'leave to remain' and are making a significant contribution to the communities in which they live.

**Funders:** We continue to be grateful to the London Borough of Southwark which has again provided a substantial grant towards core costs. This has continued to strengthen our applications to other key funding bodies. We have continued to engage with the church and faith groups across the Borough of Southwark and developed some very fruitful and trusting relationships.

Following our awareness of an increasing number of families with small children living often in very unsuitable accommodation who are coming to us, we are pleased that the funding from the Big Lottery has enabled us to continue Parenting Courses. These have been of considerable support to many families.

### **FINANCIAL REVIEW**

#### **Reserves Policy**

The Charity is working towards building up a reserve of three months running costs.



# **SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS**

## **TRUSTEES ANNUAL REPORT *(continued)***

**YEAR ENDED 31 MARCH 2016**

### **Future Developments**

We are very much aware that we have to think broadly and widely within resource-driven opportunities. Our aims are:

- To continue to deliver weekly 'drop-in' sessions at 3 different locations with a wide range of activities which help users to both face their individual needs/situations but also to look to how they can move on and become independent.

- To raise awareness of the needs of asylum seekers.

We are also committed to:

- Working more intensively with clients who wish to become volunteers and use this experience to further their integration.

- Working more effectively with clients who have mental health needs and the agencies who support them. This includes supporting them as they receive their status and are able to access training and employment opportunities.

- Working with other Agencies to coordinate borough wide interest in the need of asylum seekers and refugees.

### **Financial Situation**

At the end of 31 March 2016 the Charity had a surplus balance of £ 64,810

### **Summary**

During this year Government legislation has continued to restrict the ways in which asylum seekers are able to become members of our community. The Charity has worked hard and imaginatively to overcome some of these obstacles and are grateful to individuals and organisations who have worked with us to make a real difference to people's lives.

# **SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS**

## **TRUSTEES ANNUAL REPORT *(continued)***

**YEAR ENDED 31 MARCH 2016**

### **INDEPENDENT EXAMINER**

Cary & Co

Certified Practicing Accountants has been re-appointed as independent examiner for the ensuing year.

Signed on behalf of the trustees



Ms G A Reeve  
Chair

24 October 2016



# **SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS**

## **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS**

**YEAR ENDED 31 MARCH 2016**

I report on the accounts of the charity for the year ended 31 March 2016 which are set out on pages 9 to 14.

### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The trustees (who are also the directors of Southwark Day Centre for Asylum Seekers for the purposes of company law) are responsible for the preparation of the accounts. The 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.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, 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 you as 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 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.

**SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF  
SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS (continued)**

**YEAR ENDED 31 MARCH 2016**

Cary & Co  
Certified Practicing Accountants  
Independent examiner

Howells Farm Offices  
Maypole Road  
Langford  
Nr Maldon  
Essex  
CM9 4SY

Signed..... *Cary & Co* .....

24 October 2016

# SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

## STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2016

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
<b>Incoming resources</b>					
Incoming resources from generating funds:					
Voluntary income	2	30,998	182,161	213,159	198,520
<b>Total incoming resources</b>		<u>30,998</u>	<u>182,161</u>	<u>213,159</u>	<u>198,520</u>
<b>Resources expended</b>					
Costs of generating funds:					
Costs of generating voluntary income	3	—	(191,057)	(191,057)	(186,302)
<b>Total resources expended</b>		<u>—</u>	<u>(191,057)</u>	<u>(191,057)</u>	<u>(186,302)</u>
<b>Net incoming resources for the year</b>		30,998	(8,896)	22,102	12,218
<b>Reconciliation of funds</b>					
Total funds brought forward		7,802	34,906	42,708	30,490
<b>Total funds carried forward</b>		<u>38,800</u>	<u>26,010</u>	<u>64,810</u>	<u>42,708</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 12 to 14 form part of these financial statements.

# **SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS**

## **INCOME AND EXPENDITURE ACCOUNT**

**YEAR ENDED 31 MARCH 2016**

	Note	2016 £	2015 £
Income		<b>213,159</b>	198,520
Total expenditure		<b>(191,057)</b>	(186,302)
Operating surplus		<b>22,102</b>	12,218
 Retained surplus for the financial year		<b><u>22,102</u></b>	<u>12,218</u>

The Income and Expenditure Account includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 12 to 14 form part of these financial statements.



# SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

## BALANCE SHEET

31 MARCH 2016

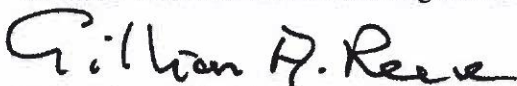
	Note	2016 £	2015 £
<b>Current assets</b>			
Cash at bank and in hand		68,758	46,656
<b>Creditors: Amounts falling due within one year</b>	7	<u>(3,949)</u>	<u>(3,948)</u>
<b>Net current assets</b>		<b>64,809</b>	<b>42,708</b>
<b>Total assets less current liabilities</b>		<b>64,809</b>	<b>42,708</b>
<b>Net assets</b>		<b>64,809</b>	<b>42,708</b>
<b>Funds</b>			
Restricted income funds	8	45,168	34,906
Unrestricted income funds	9	<u>19,641</u>	<u>7,802</u>
<b>Total funds</b>		<b>64,809</b>	<b>42,708</b>

For the year ended 31 March 2016 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements were approved by the members of the committee and authorised for issue on the 24 October 2016 and are signed on their behalf by:



Ms G Reeve (Chair)

Mr H Kamara (Treasurer)

Company Registration Number: 07519992



The notes on pages 12 to 14 form part of these financial statements.