

COMPANY REGISTRATION NUMBER 07519992

**SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS
FINANCIAL STATEMENTS
31 MARCH 2017**

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 2017

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SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2017

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 2017.

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 2017

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 2017

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.

At the beginning of December 2016 the Elders of the Church informed the Management committee that from January 2017 sessions would take place in the new building, the rent would be raised and to an amount considerably more than our means. Ample time was spent in locating an alternative revenue and an offer from St Marys Newington was accepted but on an appointment - only basis.

- 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.

- 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: From April to September we had a very effective working relationship with a young man from Germany. After he left, we welcomed a young woman from Poland but unfortunately, she became sick and returned to Poland. A young man from Germany, who wished to change his project joined us in January but unfortunately, he returned to Germany in March. We look forward to a more successful relationship starting in September 2017.

'Gardening for Well-being': This had developed well over the last year, both on the allotment near the Copleston Centre and in the garden space around Peckham Park Road Baptist Church. There have also been several community events at Peckham. These sessions are a valuable tool in fostering the integration of our clients.

Funding for group therapy came to an end but we were successful in receiving funds to run one -to-one counselling sessions. This proved to be very valuable. The group therapy session at Copleston Centre were replaced with "story telling" sessions run on a pro - bono basis by our consultant psychiatrist and enable our clients to explore their feelings in as safe environment. 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.

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

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2017

clients with no recourse to public funds.

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

Effects 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 2017

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 2017, the Charity had a surplus balance of £ 56,781.

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 2017

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

10 October 2017

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

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

YEAR ENDED 31 MARCH 2017

I report on the accounts of the charity for the year ended 31 March 2017 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

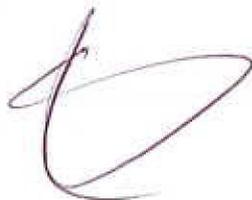
**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS *(continued)***

YEAR ENDED 31 MARCH 2017

Cary & Co
Certified Practising Accountants
Independent examiner

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

10 October 2017



SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2017

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Incoming resources					
Incoming resources from generating funds:					
Voluntary income	2	48,725	127,809	176,534	213,159
Investment income	3	1	-	1	-
Total incoming resources		<u>48,726</u>	<u>127,809</u>	<u>176,535</u>	<u>213,159</u>
Resources expended					
Costs of generating funds:					
Costs of generating voluntary income	4	(30,474)	(154,089)	(184,563)	(191,057)
Total resources expended		<u>(30,474)</u>	<u>(154,089)</u>	<u>(184,563)</u>	<u>(191,057)</u>
Net (outgoing)/incoming resources for the year		18,252	(26,280)	(8,028)	22,102
Reconciliation of funds					
Total funds brought forward		19,641	45,168	64,809	42,708
Total funds carried forward		<u>37,893</u>	<u>18,888</u>	<u>56,781</u>	<u>64,810</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 2017

	Note	2017 £	2016 £
Income		176,534	213,159
Total expenditure		(184,563)	(191,057)
Operating (deficiency)/surplus		(8,029)	22,102
Other income			
Interest receivable and similar income	3	1	-
(Deficit)/retained surplus for the financial year		(8,028)	22,102

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 2017

	Note	2017 £	2016 £
Current assets			
Cash at bank and in hand		60,730	68,758
Creditors: Amounts falling due within one year	8	<u>(3,950)</u>	<u>(3,949)</u>
Net current assets		56,780	64,809
Total assets less current liabilities		<u>56,780</u>	<u>64,809</u>
Net assets		<u>56,780</u>	<u>64,809</u>
Funds			
Restricted income funds	9	18,888	45,168
Unrestricted income funds	10	37,892	19,641
Total funds		<u>56,780</u>	<u>64,809</u>

For the year ended 31 March 2017 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.

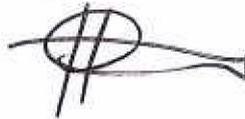
These financial statements were approved by the members of the committee and authorised for issue on the 10 October 2017 and are signed on their behalf by:

Gillian A. Reeve

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.

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2017

1. Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005).

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

2. Voluntary income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Donations				
Donations	21,668	–	21,668	7,705
Friends Donations	5,636	–	5,636	5,027
Churches	–	750	750	–
Food Project	–	6,000	6,000	–
Legacy	–	–	–	10,000
Fundraising	21,421	–	21,421	–
Grants receivable				
Southwark Council	–	45,321	45,321	53,319
Big Lottery	–	11,085	11,085	44,656
Wakefield & Tetley	–	8,000	8,000	–
ARSP	–	5,129	5,129	7,221
Near Neighbours	–	4,000	4,000	–
Fund Raising Income	–	–	–	8,266
29th May 1961 Trust	–	4,000	4,000	4,400
Diocese of Southwark	–	–	–	150
Southwark CAB	–	–	–	3,000
Baring Foundation	–	–	–	6,000
Arm Trust	–	5,000	5,000	–
Childrens Services	–	7,337	7,337	29,352
CWL	–	1,400	1,400	1,175
Stewardship	–	6,930	6,930	–
Trust House	–	–	–	10,000
Peoples Health Trust	–	12,888	12,888	12,888
London Community Foundation	–	9,969	9,969	–
AB Charitable Trust	–	–	–	10,000
	<u>48,725</u>	<u>127,809</u>	<u>176,534</u>	<u>213,159</u>

3. Investment income

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2017

	Unrestricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Bank interest receivable	<u>1</u>	<u>1</u>	<u>-</u>

4. Costs of generating voluntary income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Grants	<u>30,474</u>	<u>154,089</u>	<u>184,563</u>	<u>191,057</u>

5. Fund transfers

Enter a detailed description for the Fund Transfers note here.

6. Staff costs and emoluments

Total staff costs were as follows:

	2017 £	2016 £
Wages and salaries	91,484	102,858
Social security costs	2,093	3,509
	<u>93,577</u>	<u>106,367</u>

Particulars of employees:

The average number of employees during the year, was as follows:

	2017 No.	2016 No.
Project Coordinator	1	1
Project Workers	2	2
Administrator	1	1
	<u>4</u>	<u>4</u>

No employee received remuneration of more than £60,000 during the year (2016 - Nil).

7. Trustees remuneration

None of the trustees received any emoluments during the year other than expenses.

8. Creditors: Amounts falling due within one year

	2017 £	2016 £
Accruals and deferred income	<u>3,950</u>	<u>3,949</u>

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2017

9. Restricted income funds

	Balance at 1 Apr 2016 £	Incoming resources £	Outgoing resources £	Balance at 31 Mar 2017 £
London Community Foundation	-	9,969	(9,969)	-
Peoples Health Trust	12,888	12,888	(12,888)	12,888
Southwark Council	-	45,321	(45,321)	-
Food Project	-	6,000	(2,000)	4,000
ARSP	1,000	5,129	(6,129)	-
Arm Trust	4,000	5,000	(9,000)	-
Stewardship	-	6,930	(6,930)	-
Fund Raising	3,000	-	(3,000)	-
Memorial Trust	1,518	-	(1,518)	-
Near Neighbours	-	4,000	(4,000)	-
Churches	-	750	(750)	-
29th May 1961 Trust	-	4,000	(4,000)	-
Matrix	1,000	-	(1,000)	-
ABCT	10,000	-	(8,000)	2,000
Awards for All	5,562	-	(5,562)	-
Big Lottery	6,000	11,085	(17,085)	-
Childrens Services	-	7,337	(7,337)	-
CWL/CWA	200	1,400	(1,600)	-
Wakefield & Tetley	-	8,000	(8,000)	-
	<u>45,168</u>	<u>127,809</u>	<u>(154,089)</u>	<u>18,888</u>

10. Unrestricted income funds

	Balance at 1 Apr 2016 £	Incoming resources £	Outgoing resources £	Balance at 31 Mar 2017 £
General Funds	<u>19,641</u>	<u>48,725</u>	<u>(30,474)</u>	<u>37,892</u>

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS
MANAGEMENT INFORMATION
YEAR ENDED 31 MARCH 2017

The following pages do not form part of the statutory financial statements which are the subject of the independent examiner's report on pages 7 to 8.

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2017

	2017		2016
	£	£	£
Incoming resources			
Voluntary income			
Donations	21,668		7,705
Friends Donations	5,636		5,027
Churches	750		-
Food Project	6,000		-
Legacy	-		10,000
Fundraising	21,421		-
Southwark Council	45,321		53,319
Big Lottery	11,085		44,656
Wakefield & Tetley	8,000		-
ARSP	5,129		7,221
Near Neighbours	4,000		-
Fund Raising Income	-		8,266
29th May 1961 Trust	4,000		4,400
Diocese of Southwark	-		150
Southwark CAB	-		3,000
Baring Foundation	-		6,000
Arm Trust	5,000		-
Childrens Services	7,337		29,352
CWL	1,400		1,175
Stewardship	6,930		-
Trust House	-		10,000
Peoples Health Trust	12,888		12,888
London Community Foundation	9,969		-
AB Charitable Trust	-		10,000
	176,534		213,159
Investment income			
Bank interest receivable	1		-
	176,535		213,159
Resources expended			

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2017

	2017	2016
	£	£
Costs of generating voluntary income		
Staff costs - Salaries	91,484	102,858
Staff costs - Employer's NIC	2,093	3,509
Establishment - Rent	13,524	15,801
Establishment - Insurance	2,324	1,011
Professional - Accountancy fees	4,260	4,154
Office expenses - Telephone	2,846	2,806
Travel Expenses	2,017	825
Lunches and Food	11,178	9,047
Equipment	652	1,234
Newspapers	62	122
Volunteers and Training	1,583	4,941
Printing and Stationery	1,949	3,356
ARSP	8,577	9,377
Hardship Allowance	3,805	4,057
Sundry Expenses	2,111	1,870
Childcare	4,556	9,483
Activities	1,971	2,194
Professional Fees	2,294	865
Gardening Project	11,530	13,547
Parenting Course	2,500	-
Counselling	13,247	-
	184,563	191,057
Total resources expended	184,563	191,057
Net (outgoing)/incoming resources for the year	(8,028)	22,102

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2017

	2017		2016
	£	£	£
Costs of generating voluntary income			
Costs of generating income - Grants			
Staff costs - Wages & Salaries	91,484		102,858
Staff costs - Employer's NIC	2,093		3,509
Establishment - Rent	13,524		15,801
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Newspapers	62		122
Volunteers and Training	1,583		4,941
Printing and Stationery	1,949		3,356
ARSP	8,577		9,377
Hardship Allowance	3,805		4,057
Sundry Expenses	2,111		1,870
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Activities	1,971		2,194
Professional Fees	2,294		865
Gardening Project	11,530		13,547
Parenting Course	2,500		-
Counselling	13,247		-
	184,563		191,057