

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the trustees/directors/members of

Charity Name

Sanctuary Hosting Ltd

On accounts for the year ended

30th

April 2018

Charity no.:

1173191

Company no.:

10114050

Set out on pages

8 to 13

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent
examiner's statement**

In connection with my examination, no material matters have come to my attention (~~other than that disclosed below~~*) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I 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 accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

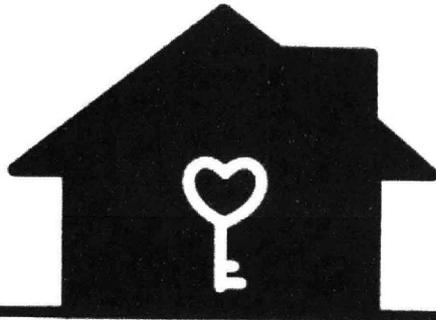
Signed:		Date:	29 th October 2018
Name:	Michael Pawley		
Address:	Nelhurst Cottage, Copson Lane, Stadhampton		
	Oxford		
	OX44 7TZ		

Section B Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Not applicable



SANCTUARY HOSTING

Sanctuary Hosting Ltd

End of Year Report and Financial Statements

Period ending 30th April 2018

Sanctuary Hosting Ltd is a registered charity number 1173191 (from 26th May 2017) and a company limited by guarantee number 10114050, registered in England and Wales.

Reference and administrative details

Trustees

Baxter, Alison from 12/04/2018
Bowen, Kathryn from 12/04/2018
Fissehaye, Goytom,
Grainger, Matt
Habtemicheal, Eden, until 17/01/2018
Haines, Rosemary
Jones, Emma
King, Kenneth
Speed, Bebe
Stansfeld, Wyon

Bankers

Lloyds Bank plc
PO Box 1000
BX1 1LT

Registered Office and principal address

Sanctuary Hosting
c/o Emmaus Oxford
171 Oxford Road
OX4 2ES

REPORT FROM THE TRUSTEES

This annual report has been prepared by the trustees taking into account the Charity Commission's guidance on public benefit.

Objectives and Activities.

Very early in the year, on 23rd May 2017, as part of its successful application to become a charity, Sanctuary Hosting slightly modified its Articles of Association with a special resolution under the 2006 Companies Act. The new purposes of the charity as set out in our Articles of Association became:

- 1. To relieve the needs of refugees, asylum seekers, people seeking sanctuary and vulnerable migrants in the UK, and their dependents, especially those residing in the Thames Valley region (Oxfordshire, Buckinghamshire & Berkshire).*
- 2. To advance the education of the public in general, especially in the Thames Valley region (Oxfordshire, Buckinghamshire & Berkshire), about the issues relating to refugees and to people seeking asylum or sanctuary.*
- 3. The provision of facilities for recreation or other leisure time occupation with the object of improving the life of those persons who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances.*
- 4. To advance the education and training of those granted refugee status and their dependents in need thereof so as to advance them in life and assist them to adapt within a new community.*
- 5. The promotion of equality and diversity for the public benefit by promoting activities to foster understanding between people from diverse backgrounds.*

The activities undertaken to achieve the charity's objectives are:

1. The provision of accommodation by a hosting scheme which matches 'hosts' with 'guests'. Hosts are volunteers in the Thames Valley region who have a spare room or sofa bed they are willing to offer, free of charge, for a finite period. Guests are either refugees, asylum seekers or other vulnerable migrants with a reason other than just economic, for not returning to their home country and who are either homeless or in imminent risk of this.
2. The promotion of general education around refugees, asylum seekers and other migrants through the provision of training, participation in events, working with the media, and the hosting service itself.
3. The provision of opportunities and funding for guests to take part in recreation and leisure time activities.
4. Facilitating access to formal and informal educational opportunities for guests of the hosting scheme.
5. Fostering understanding through the hosting scheme itself together with regular social events which bring together hosts, guests, staff and volunteers.

Summary of main achievements and performance

1. Sanctuary Hosting has continued throughout the year to provide accommodation to migrants especially in the Thames Valley region, who are either homeless or on the verge of homelessness. Over the year we have provided 5,271 nights of accommodation in this way – a 14% increase on the previous year.

We have rarely accepted guests with dependents into the hosting scheme because it has usually been possible to successfully advocate for them to be housed within the statutory sector. An exception was made when one of our guests gave birth whilst in the scheme (her host was a retired midwife). Other guests have been supported in maintaining contact with their children who are being housed by partners with whom, for good reasons, they could not reside.

During the year we increased the number of approved hosts in the region from 40 to 58 (an increase of 45%) and have built up the number of volunteer support workers from 18 to 34 (an 89% increase). These increases have partly been prompted by our continued expansion out of Oxfordshire into Buckinghamshire and Berkshire and have enabled more choice in matching guests with hosts. The increase in volunteer support workers has also meant we have been able to increase both the quality and extent of our support to both hosts and guests throughout placements.

Hosting rarely becomes open ended - though on one or two occasions hosts agreed to house guests for as long as is needed. Experience has taught us to advise against such arrangements and, no matter what the person's asylum status, to work with them by signposting them effectively towards attaining proper permission to remain in this country and then to assist them in living independently. To this end we have fundraised for a 'move on fund' and over the year have given out £2,650 to directly help people moving into independence.

During the year a further 21 people (in addition to the 19 already being hosted at the start of the year) have been provided with hosting. In total there were 72 separate placements of guests with hosts – most of them transfers between hosts: the average stay per host being around 2 months (though this statistic is misleading on account of a few guests who have remained for significantly longer periods with one set of hosts). In the period 28 left the scheme, 20 into successful housing solutions (although 1 of these was a successful voluntary repatriation to their home country). Of the other 8, 4 had to be asked to leave. This was because of misconduct (2), because important facts emerged about them which they had not disclosed at the start of the placement and which rendered them unsuitable (1), or because they were unable to cope with the hosting context (1). Of the remaining 4, 1 absconded, 1 left to live in London without a viable plan though we managed to refer him to Shelter, 1 left because he did not feel safe in the area and the last went to live in a car so as to be close to his place of work. The fact that we had to ask 4 people to leave the scheme over the year has reminded us of the need to appraise guests prior to their arrival in the scheme as thoroughly as possible and to look at ways for doing this better – something that has become even more important because of indications that the number of vulnerable migrants with highly complicated and multiple issues appears to be on the rise.

The year closed with 12 people being hosted, 7 less than at the start of the year – though this is expected to be a temporary phenomenon with numbers anticipated to rise again over next year. The proportion of success in achieving housing solutions beyond the scheme – 20 out of 28 or 71%, though not as high as we would like, is at the high end for the homeless sector. This despite the fact that many forced migrants are extremely traumatised, most are depressed, and a significant proportion face formidable legal obstacles on account of not having recourse to public benefits or a right to work (proportions vary but roughly 40% of our guests have refugee status or other permission to remain which allows them to work or receive benefits, one third are asylum seekers, with greatly reduced benefits and no right to work, and the remainder have no right to work or benefits). The Thames Valley area is also renowned for a shortage of cheap rental accommodation. Most landlords in the area will not accept housing benefit because they know that they can raise significantly more by renting to tenants not on benefits, and most ask for rent in advance and significant deposits that our guests have difficulty affording (though we have helped some to do this with our 'move on' fund).

2. Throughout the year we have promoted general education around refugees, asylum seekers and other migrants in a variety of different ways:
 - a. Regular in-house training events (which usually lasted a day and were held once every 6-8 weeks) for hosts and prospective hosts and for the volunteers who have applied to become support workers. Training has covered a wide range of topics including negotiating cultural difference, boundaries and caring for oneself, confidentiality, the asylum seeker experience, and how to signpost guests to the wide range of available services, and the general and effective support of guests and hosts. We aimed for all training events to also include some existing hosts and volunteer support workers and some refugees/asylum seekers – the latter providing another opportunity to dispel myths and also helping to guard content from

- becoming either out of touch with the real issues, or patronising. Throughout the hosting experience, volunteer hosts and support workers have continued to be offered 1:1 training and support concerning the issues facing forced migrants.
- b. Participating in events and talks. For example, we took part in events arranged for Refugee Week in June 2017 in both Reading and Oxford. This including giving a talk about the scheme to 200 people at Reading university. We have also given talks in several schools, a learning centre, other agencies working with refugees, many churches, a synagogue, at networking events and at a conference about homelessness. These initiatives have also attracted new volunteers, new host applicants, and people willing to support us financially with standing orders.
 - c. Working with the media. During the year there have been several newspaper articles about us, including in Oxford's main newspaper: *The Oxford Times*, when we became Oxford's newest charity. Oxford City Council also commissioned a short video about the service, which received a lot of interest in social media. During the year we have also set up a website: www.sanctuaryhosting.org and both Facebook and Twitter accounts. We have been helped in our promotion in this way through having Oxfam's Head of Media, as one of our trustees.
 - d. Last but by no means least through the hosting itself. Having a guest live with them enables hosts, together with their friends, and neighbours to find out more about the plight of forced migrants, first hand by actually meeting them. Most of our guests had had no contact with the public prior to coming into our scheme. Provided the guest wants to talk about their situation (and most do but we are careful also to respect their confidentiality) this can be of great educational benefit. There is nothing like actually meeting an asylum seeker to help dispel some of the more corrosive generalisations and myths about them and foster a greater understanding between people from diverse backgrounds.
3. During the year by providing accommodation to those who are homeless, or by removing the fear of imminent homelessness, we have opened up an opportunity for guests to take part in recreation and leisure time activities. Most were not able to afford such activities previously or were too stressed to participate. Frequently guests have joined hosts in recreational activities, for instance by joining family celebrations, birthdays (including theirs!) and seasonal celebrations. Two of our guests, with our financial help, have joined gyms. Others have been connected with other leisure time activities according to preference and wherever possible. Just living in their host's house allows for the sharing of entertainment facilities such as TV and Internet access. There have also been examples of guests sharing similar interests with their hosts – such as football, gardening, performing music together, and chess. All of this helps our guests to feel that they are at last beginning to normalize their lives, through interaction with general public and through broadening their focus beyond the immediate crisis.

Most forced migrants cannot participate in leisure time activities on account of severe financial hardship. The hosting scheme has helped relieve some of this. Apart from providing free accommodation all hosts have paid all the expenses incurred on account of having a guest living with them, the vast majority also provided free food, many also provided other free benefits such as telephone, car ferrying and so on. Sanctuary Hosting has made regular subsistence payments to those guests not entitled to public benefits, with extra allowances to those whose hosts are not able to provide food. Together these payments to guests have amounted to £7,552 over the year. We have also paid transport expenses for guests needing to travel to nearby towns or cities to access essential services and support (£4,681 over the year).

4. During the year we have enabled many guests to go on courses. Most are highly motivated to do this and good results have been achieved in learning English, taking GCSE's and so on. Needless to say, none of this would have been possible for guests who remained homeless and/or forced to rely on having to work long hours of poorly paid casual work. One of our guests successfully left the scheme to live in University accommodation so that he could study Biomedical Engineering, another successfully completed an access course resulting in him being accepted at Oxford University,

something that would not have been possible had he not had suitable housing and hosts qualified to encourage and help him with his studies.

Over the year Sanctuary Hosting has developed strong links throughout the Thames Valley area thanks to its partnership with the British Red Cross and Citizens Advice Reading (we are all funded together by the Big Lottery) and its working relationship with refugee support organisations in the area such as Asylum Welcome, Refugee Resource, Refugees Welcome Milton Keynes and homeless charities such as Crisis and Emmaus Oxford. This network ensures homeless migrants, asylum seekers and refugees are referred to Sanctuary Hosting. It has also helped us to connect guests to training, recreation or other leisure time occupations across the area.

By living with a host guests over the year have learnt invaluable information about UK culture and how to negotiate it. For many of our guests, some of whom may have been in the UK for several years prior to coming into our scheme, living with a host has been their first experience not just of meeting a UK family but of even being inside a UK house. Guests have improved their English through daily interactions and also gained valuable insights about British culture through an everyday immersion in it. This is hugely helpful to guests, as they acquire status, in making a successful transition into independent living and there have been many examples of hosts sustaining relationships and genuine friendship with their guests well beyond their move into independence, affording them a supportive and friendly context within the UK.

5. We believe our model has been ideal in promoting understanding between people from diverse backgrounds. The wellbeing, integration and equality of respect of our guests have been beautifully facilitated by the hosting arrangement. It is more than a one-way process and there have been countless examples of guests and hosts over the year developing symbiotic relationships. Guests have usually helped their hosts in a variety of (non-exploitative – and we are careful to guard against this) ways. As trust has built guests have helped with cleaning, shopping, cooking, childcare, house minding, and so on. This has helped to build a sense of exchange and mutual benefit, and to build or restore worth and self-esteem to guests, most of whom had to negotiate considerable trauma and loss in their home countries, their journey to this country and their treatment on arrival. Most guests admitted to the scheme were struggling to find a new identity, and a new way of contributing, in a new country. The building of bonds and friendship between guest, volunteer support workers, and hosts has also, we believe, provided an essential counterbalance to some of the intensely difficult circumstances many of our guests continue to have to negotiate. Anxious to maintain the diversity we have also offered to pay volunteer expenses. Some are reluctant to take this up but over the year £1,336 has been paid out to our volunteers.

We believe our trustee committee also reflects diversity. 3 of the trustees who have served during the year are also hosts, and 2 have been refugees, of whom 1 is a former guest from the scheme.

During the year we have held regular social events, which have brought together hosts, guests, staff and volunteers. These have helped foster understanding and friendship between people from diverse backgrounds. We think it has also helped to dispel some of the fear associated with difference. We don't need to be frightened of the differences between us, we can even celebrate them.

Financial Review

The charity has grown substantially over the year. Total expenditure was £51,374 as compared to £23,851 in the previous year, an increase of £27,523. Total income also increased with £82,659 raised, compared to £39,760 the previous year – a net increase of £42,899. The year ends with the charity carrying forward total funds of £47,194. This compares with £15,908 from the previous year, a net increase of £31,285.

The trustees believe this to be a satisfactory position to be in, provided the necessary funds can continue to be raised in future years. There is some assurance in this from the fact that the Big Lottery is committed to continuing its grant to the charity for just over two more years (until August 2020),

with further quarterly payments amounting to £54,669 in total expected over the period. The charity will also continue to fundraise for grants from other sources, including Oxford City Council and other grant giving bodies known to support similar projects. Our medium-term fundraising strategy is to replace reliance on grants with a supporter base of donors paying by standing order. Significant progress has already been made with this – with around £15,000 per annum projected to come in next year by standing order from 49 contributors who have already signed up. We intend to consolidate money raised in this manner by appointing a temporary fundraising assistant, who will work with the Service Manager to develop our strategy to attract standing orders. Part of the job description of our Service Manager is also to continue fundraising using our existing effective strategy.

Of the £47,194 total assets at the year end, £11,936 is unrestricted, £20,936 is restricted and £14,322 is designated as reserves.

The charity has a reserves policy in place which divides reserves into the 5 categories of:

- a) Programme reserves (in mitigation of grant non-renewal – set at 3 months of the largest annual grant received);
- b) Operating reserves (in mitigation of unexpected non-budgeted expenses – set at 10% of unrestricted income for one year);
- c) Insolvency reserves (in mitigation of the charity needing to be wound up gracefully – 2 months of operating costs);
- d) Capital Assets reserves (in mitigation for the loss of equipment, premises or other operational necessities – equivalent to the depreciation of fixed assets as given in the charities accounts);
- e) Opportunity Reserves (to enable the charity to meet special targets of opportunity – as set by the trustees).

The £14,322 designated funds are divided, between these five categories, in the amounts £5,345, £1,670, £6,000, £307, and £1,000 respectively. The only fund not reaching the desired target is the insolvency reserve fund, which at £6,000 is £5,667 below optimal. Nonetheless such a shortfall is only to be expected for an organisation that has achieved rapid growth in such a short period of time and the trustees believe that overall reserves held are satisfactory to the age and position of the charity and that the year finishes with the charity in sound financial health.

Structure, governance and management

Sanctuary Hosting is a registered Charity and a Charitable Company Limited by Guarantee. As already noted the organisation operates under Articles of Association, whose purposes were revised during the year as listed above. The trustees of the organisation are also its directors and members, with no other classes of membership. New trustees are appointed by the majority vote of existing trustees, following the rules in our Articles of Association and with a view to the needs of the charity at the time. A third of the trustees are required to retire each year on a rotating basis according to who has stood longest. If these trustees elect to stand again they may be re-appointed through a majority vote of the remaining trustees. The executive management of the charity during the year was carried out by a part-time employee Service Manager.

Political and charitable donations

None

Small company special provisions

None

This report was approved by the board on15/8/2018.....


Alison Baxter (Chair of Trustees)

**Statement of Financial Activities
For the period ending 30 April 2018**

	Note	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:							
Donations and legacies	2	26,665	—	55,995	—	82,659	39,760
Investments		—	—	—	—	—	—
Other income		—	—	—	—	—	—
Total income		26,665	—	55,995	—	82,659	39,760
Expenditure on:							
Raising funds		30	—	—	—	30	—
Expenditure on charitable activities	3	15,437	—	35,907	—	51,344	23,851
Total expenditure		15,467	—	35,907	—	51,374	23,851
Gains / losses on investment assets		—	—	—	—	—	—
Net income / (expenditure) resources before transfer		11,198	—	20,088	—	31,285	15,909
Transfers							
Gross transfers between funds - in		1,421	14,322	578	—	16,321	—
Gross transfers between funds - out		(14,900)	—	(1,421)	—	(16,321)	—
Other recognised gains / losses							
Gains on revaluation, fixed assets, charity's own use		—	—	—	—	—	—
Net movement in funds		(2,282)	14,322	19,245	—	31,285	15,909
Reconciliation of funds							
Total funds brought forward		14,218	—	1,691	—	15,909	—
Total funds carried forward		11,936	14,322	20,936	—	47,194	15,909
Represented by							
4							
Unrestricted							
General fund		11,936	—	—	—	11,936	14,218
Designated							
Building and Capital Assets Reserves		—	307	—	—	307	—
Insolvency Reserves		—	6,000	—	—	6,000	—
Operating Reserves		—	1,670	—	—	1,670	—
Opportunity Reserves		—	1,000	—	—	1,000	—
Programme Reserves		—	5,345	—	—	5,345	—
Restricted							
Big Lottery - Supporting Refugee, Asylum seekers, Move On Fund		—	—	606	—	606	(228)
National Zakat Foundation		—	—	3,360	—	3,360	1,376
Oxford City Council - 2016 Grant		—	—	—	—	—	—
Oxford City Council - 2017 Grant		—	—	—	—	—	543
Tolkien 2017-18		—	—	16,970	—	16,970	—

**Balance sheet
as at 30 April 2018**

Company number: 10114050

Class and code	Note	Description	This year	Last year
Fixed assets	5		549	628
		Total Fixed assets	549	628
Current assets	6		46,645	15,281
		Total Current assets	46,645	15,281
Net Asset surplus (deficit)			47,194	15,909
Reserves				
		Excess / (deficit) to date	31,285	--
		Starting balances	15,909	15,909
		Total Reserves	47,194	15,909
		Represented by funds		
		Unrestricted	11,936	
		Designated	14,322	
		Restricted	20,936	
		Endowment	--	
		Total	47,194	

Approved by the board on ...15/8/2018



Alison Baxter (Chair of Trustees)



Notes to the Accounts For the period ending 30 April 2018

1 Accounting Policies

The following accounting policies have been used consistently in dealing with items which are considered material to the accounts.

a) Basis of accounting

The financial statements have been prepared in accordance with FRS102 and the Charities Statement of Recommended Practice (FRS 102).

The directors consider that the company is a public benefit entity.

b) Fund accounting

- Unrestricted funds are available for use at the discretion of the Directors in furtherance of the general objectives of the charity.
- Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

c) Income

All income is included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Income from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

d) Expenditure

All expenditure is accounted for on an accruals basis and has been listed under headings that aggregate all the costs related to that activity. Where costs cannot be directly attributed they have been allocated to activities on a basis consistent with the use of the resources.

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the costs of external scrutiny of the accounts and costs linked to the strategic management of the company.

- All costs are allocated between the expenditure categories of the Statement of Financial Activity on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. staff numbers, time allocation.

e) Fixed assets

Fixed assets are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £50 are not capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life as follows:

Computer Equipment	33% per annum
Training Equipment	33% per annum

2. Donations and legacies

	Unrestricted	Designated	Restricted	Endowment	Total this year	Total last year
0100 - Donations	26,136	—	6,180	—	32,315	18,323
0110 - Grants	—	—	49,815	—	49,815	21,437
0120 - Fundraising	—	—	—	—	—	—
0130 - Gift Aid	530	—	—	—	530	—
Total	26,665	—	55,995	—	82,659	39,760

3. Expenditure on charitable activities

	Unrestricted	Designated	Restricted	Endowment	Total this year	Total last year
1000 - Salaries	3,086	—	23,221	—	26,307	11,930
1010 - Employers Staff Costs	1	—	(1)	—	—	—
1020 - Employers Pension Contributions	154	—	127	—	281	—
1100 - Payroll Services	607	—	324	—	931	309
1110 - Recruitment	25	—	390	—	415	275
1120 - Insurance	1,077	—	—	—	1,077	1,075
1130 - Publicity	34	—	32	—	66	67
1140 - Memberships	—	—	—	—	—	50
1200 - Governance Costs	—	—	13	—	13	13
1300 - Office Costs	835	—	187	—	1,022	370
1310 - Phone Hire	591	—	187	—	778	119
1400 - Staff Travel Costs	219	—	1,167	—	1,386	619
1410 - Staff Training	—	—	97	—	97	75
1420 - Staff External Supervision	—	—	—	—	—	—
1490 - Staff Other Expenses	141	—	—	—	141	24
1600 - Guest Subsistence	4,642	—	2,910	—	7,552	4,158
1610 - Guest Travel Costs	1,459	—	3,222	—	4,681	2,300
1620 - Guest Move On Costs	454	—	2,196	—	2,650	175
1690 - Guest Other Expenses	488	—	97	—	585	550
1700 - Volunteer Travel Costs	237	—	903	—	1,140	114
1710 - Volunteer Training Costs	252	—	724	—	975	483
1790 - Volunteer Other Expenses	196	—	—	—	196	30
1800 - DBS Checks	410	—	80	—	490	970
1810 - Interpreting	45	—	—	—	45	135
1900 - Other Costs	484	—	29	—	514	12
Total	15,467	—	35,907	—	51,344	23,851

4. Fund movement by type

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances carried forward
General Fund						
Unrestricted	14,218	26,665	15,467	(13,479)	—	11,936
TOL-17 – Tolkien Trust						
Restricted	—	25,000	7,730	(300)	—	16,970
BL-TV – Big Lottery						
Restricted	(228)	19,815	18,980	—	—	606
OCC-16 – Oxford City Council						
Restricted	543	—	—	(543)	—	—
OCC-17 – Oxford City Council						
Restricted	—	5,000	5,000	0	—	—
MO – Move On Fund						
Restricted	1,376	4,200	2,216	—	—	3,360
NZF - National Zakat Foundation						
Restricted	—	1,980	1,980	—	—	—
Capital Assets Reserves						
Designated	—	—	—	307	—	307
Insolvency Reserves						
Designated	—	—	—	6,000	—	6,000
Opportunity Reserves						
Designated	—	—	—	1,000	—	1,000
Operating Reserves						
Designated	—	—	—	1,670	—	1,670
Program Reserves						
Designated	—	—	—	5,345	—	5,345
Totals	15,909	82,659	51,374	—	—	47,194

NA

5. Fixed assets

Type of transaction	FA5100 Computer Equipment	FA5110 Computer software	FA5200 Training Equipment	Total
Opening balance	270	207	150	628
Depreciate a fixed asset	(119)	(207)	(53)	(379)
Purchase a fixed asset	300	—	—	300
Movement	181	(207)	(53)	(79)
Closing balance	451	—	97	549

6. Current assets - Cash at bank and in hand

	Unrestricted	Designated	Restricted	Endowment	Total this year
Current Account	9,904	14,322	20,623	—	44,849
Petty Cash (S)	350	—	—	—	350
Petty Cash (E)	800	—	—	—	800
Petty Cash (J)	400	—	—	—	400
Petty Cash (T)	50	—	—	—	50
Petty Cash (K)	100	—	—	—	100
St-E	84	—	—	—	84
PayPal	12	—	—	—	12
Totals	11,700	14,322	20,623	—	46,645

7. Trustees' Remuneration and related party transactions

Trustees received no remuneration or reimbursement of expenses during the year for their duties as trustees. During the year the Trustees donated an aggregate of £120 to the charity.

8. Financial Commitments

At 30 April 2018 the charity has no financial commitments.

9. Audit exemption statement

For the period ending 30th April 2018, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies, subject to the small companies' regime.

This report dated: 31st July 2018



