

**BRISTOL SOMALI RESOURCE CENTRE**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31<sup>st</sup> MARCH 2019**

**Company Registration Number 06771265**  
**Charity Number 1128721**

# **BRISTOL SOMALI RESOURCE CENTRE**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2019**

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# **BRISTOL SOMALI RESOURCE CENTRE**

## **Reference and administration details of the charity and its advisors**

**YEAR ENDED 31 MARCH 2019**

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### **Status**

Bristol Somali Resource Centre is a company limited by guarantee (06771265) incorporated on 12th December 2008 and granted charitable status by the Charity Commission on 20th March 2009 under number 1128721

### **Directors and Trustees**

The Board of Directors, who are Trustees for the purpose of charity law, who served during the year and up to the date of this report are collectively referred to as the trustees.

#### **Trustees**

Zahra Kosar	Chair	Appointed as Chair May 2017
Abdi Asman Mohamed	Treasurer	
Omar Sabrie		Deceased March 2019
Saed Ali	Member	
Sado Jirde	Member	Appointed November 2017
Madge Dresser	Member	Appointed November 2017
Muhyadin Saed	Member	Appointed November 2017
Kuba Jablonowski	Member	Appointed November 2018

#### **Registered Office**

43 Ducie Road  
Barton Hill  
Bristol  
BS5 0AX

#### **Independent Examiner**

Joanne Trowbridge  
Bristol Community Accountants CIC, The Park, Daventry Road, Knowle, Bristol,  
BS4 1DQ

#### **Bankers**

Lloyds TSB  
PO Box 1000  
Rushden  
BX1 1LT

# **BRISTOL SOMALI RESOURCE CENTRE**

## **TRUSTEES ANNUAL REPORT**

### **YEAR ENDED 31 MARCH 2019**

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The Trustees present their report and the unaudited financial statements of the charity for the year ended 31<sup>st</sup> March 2019.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### **Structure, Governance and Management**

The number of association directors, not including persons co-opted in accordance with article 20 shall not be more than nine or less than three. Directors of Association are elected for a two year term after which they are eligible to stand for re-election.

#### **Public Benefit**

In shaping the objectives for the year and planning activities, the trustees have considered the Charity commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

#### **Objectives and activities**

##### ***Objects of the Charity:***

- 1) The promotion of equality and diversity for the public benefit in particular within the city of Bristol by:
  - (a) the elimination of discrimination on the grounds of race, gender, disability, sexual orientation or religion;
  - (b) advancing education and raising awareness in equality and diversity;
  - (c) promoting activities to foster understanding between people from diverse backgrounds, in particular including those of Somali origin or heritage;
  - (d) conducting or commissioning research on equality and diversity issues and publishing the results to the public;
  - (e) cultivating a sentiment in favour of equality and diversity.
- (2) To develop the capacity and skills of the members of the socially and economically disadvantaged community, in particular but not limited to people Somali of origin or heritage living and/or working within the city of Bristol, in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.
- (3) The promotion of racial harmony for the public benefit by:
  - (a) promoting knowledge and mutual understanding between different racial groups;
  - (b) advancing education and raising awareness about different racial groups to promote good relations between persons of different racial groups, and in particular including those of Somali origin or heritage
  - (c) working towards the elimination of discrimination on the grounds of race.

# **BRISTOL SOMALI RESOURCE CENTRE**

## **TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2019**

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- (4) Any other charitable purpose agreed by special resolution under the Articles of the Company, and notified to, and accepted by the Charity Commission as charitable.

### **Vision**

To create a strong and vibrant Somali community that is fully integrated into British society as active, social and economic participant.

### **Summary of main objectives in relation to the above objects**

The Bristol Somali Resource Centre (BSRC) provides free and impartial information, advice and guidance on range of issues including welfare, housing, schools and employment. BSRC also organises training activities and workshops to enhance employment opportunities, social interaction and to help reduce isolation. We work with the most disadvantaged people in Bristol, resolving many problems and challenges that they face. We are committed to improving the lives of most vulnerable people in the community who are facing barriers such cultural and language barriers.

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

Our aim is to serve our service users and local communities and to offer top-quality services they deserve to the best of our abilities and capacities.

Last year we have encountered multiple challenges including increased demands for our services, difficult of raising enough funding to deliver the most needed services and complex high-volume cases. We have seen many people with increasingly desperate situations.

Despite difficulties, we have been able to support more than 749 people who faced multiple challenges such as financial difficulties, employment discrimination, housing problems and mental/physical issues.

We offered information, advice and guidance and handholding support to more than 600 who were seeking support. We run ESOL courses for Somali women in partnership with the University of the West England. We have also organised wellbeing sessions for Somali elders. We continue to run homework club in partnership with the Star Charity and the Bristol University student's association and run mentoring project in partnership with the Royal Bank of Scotland. It was intended to people with degrees who have been long-time unemployed and found difficult to find jobs. We also worked with partner organisations and groups to address local issues.

I would like to thank our funders and others who gave us moral and financial support. I would also like to thank our staff, trustees, volunteers and service users who have contributed to the success and functioning of BSRC.

# **BRISTOL SOMALI RESOURCE CENTRE**

## **TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2019**

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### **Reserves policy and risk management**

The trustees are working towards building reserves which will ensure it has sufficient funds to cover salaries and running costs. At present the unrestricted reserves stand at £37,015.

The trustees have examined the major risks to which the charity is exposed and systems have been established to mitigate those risks. These procedures will be periodically reviewed to ensure that they still meet the needs of the charity.

### **Trustees' responsibilities in relation to the financial statements**

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

The trustees are required to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the trustees' report, and the statutory responsibility of the Independent Examiner in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no material inconsistencies with the figures disclosed in the financial statements.

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare they have approved the trustees' report (including directors' report) above. Approved by the trustees and signed on their behalf by:

..... Date .....2019

Zahra Kosar Chair of Trustees

# **BRISTOL SOMALI RESOURCE CENTRE**

## **INDEPENDENT EXAMINERS REPORT**

**YEAR ENDED 31 MARCH 2019**

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I report on the accounts of the charitable company for the year ended 31 March 2019 which are set out on pages 7 - 14.

### **Respective responsibilities of Trustees and Independent Examiner**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached

Joanne Trowbridge MAAT  
BCA, The Park, Daventry Road  
Knowle, Bristol, BS4 1DQ

.....

Date.....

# BRISTOL SOMALI RESOURCE CENTRE

## STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)

YEAR ENDED 31 MARCH 2019

		Unrestricted Funds	Restricted Funds	Total Funds 2019	Total Funds 2018
	Note	£	£	£	£
<b>Incoming and Endowments from:</b>					
Donations and Legacies	3	64,235	-	64,235	66,669
Charitable Activities	4	-	-	-	665
Investments	5	120	-	120	15
<b>Total</b>		<b>64,355</b>	<b>-</b>	<b>64,355</b>	<b>67,349</b>
<b>Expenditure On:</b>					
Charitable activities	6	59,214	-	59,214	64,755
Other	7	1,077	-	1,077	1,071
<b>Total</b>		<b>60,291</b>	<b>-</b>	<b>60,291</b>	<b>65,826</b>
<b>Net income/(expenditure)</b>		<b>4,064</b>	<b>-</b>	<b>4,064</b>	<b>1,523</b>
Transfers between funds		-	-	-	-
<b>Net movement in funds</b>		<b>4,064</b>	<b>-</b>	<b>4,064</b>	<b>1,523</b>
<b>Reconciliation of Funds:</b>					
Total funds brought forward		32,951	-	32,951	31,428
<b>Total funds Carried Forward</b>	<b>16</b>	<b>37,015</b>	<b>-</b>	<b>37,015</b>	<b>32,951</b>

All of the activities of the charity are classed as continuing

**The notes on pages 9 to 14 form part of these financial statements**

As required by paragraph 4.67 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

\*Details of the allocation of 2018 total funds between unrestricted and restricted are shown in note 17



# BRISTOL SOMALI RESOURCE CENTRE

## BALANCE SHEET

YEAR ENDED 31 MARCH 2019

	Note	2019 £	2018 £
<b>Current assets</b>			
Debtors	14	-	-
Cash at bank and in hand		40,384	39,097
<i>Total current assets</i>		<u>40,384</u>	<u>39,097</u>
<b>Creditors : Amounts falling due within one year</b>	15	<u>(3,369)</u>	(6,146)
<i>Net Current assets or liabilities</i>		37,015	<u>32,951</u>
<b>Total net assets or liabilities</b>		<u><u>37,015</u></u>	<u><u>32,951</u></u>
<b>The Funds of the Charity</b>			
Restricted funds	16	-	-
Unrestricted funds	16	<u>37,015</u>	32,951
<b>Total charity funds</b>		<u><u>37,015</u></u>	<u><u>32,951</u></u>

The directors are satisfied that the company is entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS102 SORP.

These financial statements were approved by the trustees on ..... and are signed on their behalf by:

.....

Z Kosar - Director

.....

A Mohamed - Director

**The notes on pages 9 to 14 form part of these financial statements**

# **BRISTOL SOMALI RESOURCE CENTRE**

## **NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2019**

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### **1 Basis of Preparation**

- a) These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective on 1 January 2015, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

- c) The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.
- d) The charity meets the definition of a public benefit entity as defined by FRS 102.

### **2 Accounting Policies**

- a) Income from donations is included in income when these are receivable, except as follows:

i) When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods.

ii) When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-condition have been met.

- b) Expenditure is recognised in the period in which they are incurred. Expenditure includes attributable VAT which cannot be recovered.
- c) Most expenditure is directly attributable to specific activities, and have been included in those cost categories. Support cost have been allocated 100% towards the charitable activities of the charity.
- d) Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees.
- e) Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.
- f) The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.
- g) The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund. Pension costs charged in the financial statements represent the contribution payable by the charitable company during the year.

# BRISTOL SOMALI RESOURCE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2019

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### Income and Endowments From:

#### 3 Donations and Legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Grants	64,235	-	64,235	65,995
Funds held for Groups	-	-	-	674
	<u>64,235</u>	<u>-</u>	<u>64,235</u>	<u>66,669</u>

#### 4 Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Events	-	-	-	665
	<u>-</u>	<u>-</u>	<u>-</u>	<u>665</u>

#### 5 Investments

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Investment Interest	120	-	120	15
	<u>120</u>	<u>-</u>	<u>120</u>	<u>15</u>

# BRISTOL SOMALI RESOURCE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2019

### Expenditure on:

#### 6 Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Community Engagement	-	-	-	560
Staffing Costs	45,765	-	45,765	45,577
Elders	-	-	-	935
Postage & Stationary	341	-	341	28
Interpreting	300	-	300	1,777
Training	250	-	250	-
Rent & Room Hire	8,900	-	8,900	12,194
Travel	130	-	130	144
Website & Computer	508	-	508	165
Printing	-	-	-	104
Misc	573	-	573	545
Telephone	274	-	274	245
Office Supplies	76	-	76	712
Payroll Services	-	-	-	288
AGM Costs	-	-	-	165
Repairs & Maintenance	807	-	807	843
Refreshments	1,290	-	1,290	473
	<u>59,214</u>	<u>-</u>	<u>59,214</u>	<u>64,755</u>

#### 7 Other

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Independent Examiners Fee	659	-	659	659
Insurance	370	-	370	364
Filing Fee	48	-	48	48
	<u>1,077</u>	<u>-</u>	<u>1,077</u>	<u>1,071</u>

**BRISTOL SOMALI RESOURCE CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2019**

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**8 Net incoming resources for the year**

This is stated after charging:

	2019	2018
	£	£
Independent examination fees	659	659
	<u>659</u>	<u>659</u>

**9 Staff costs and numbers**

The aggregate payroll costs were:

	2019	2018
	£	£
Wages and salaries	44,117	43,897
Social Security Costs	765	802
Pension Costs	883	878
	<u>45,765</u>	<u>45,577</u>

No employee received emoluments of more than £60,000 (2018: £Nil)

The average monthly head count was 2 staff (2018: 2 staff)

**10 Trustee remuneration and expenses**

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2018: £nil) neither were they reimbursed expenses during the year (2018: £nil). No charity trustee received payment for professional or other services supplied to the charity (2018: £nil).

**11 Related party transactions**

There were no related party transactions in the year (2018: £nil)

**12 Key personnel**

The key management personnel of the charity comprise the board of trustees & two staff members. The total employee benefits of key management personnel, during the year, total £45,765 (2018: £45,577).

**13 Taxation**

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

# BRISTOL SOMALI RESOURCE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2019

### 14 Debtors

	2019 £	2018 £
Prepayments and other debtors	-	-
	<u>-</u>	<u>-</u>

### 15 Creditors: amounts falling due within one year

	2019 £	2018 £
Accruals & Deferred Income:		
Pension Costs	166	-
HM Revenue & Customs	2,544	2,511
Salaries	-	2,976
Independent Examination	659	659
	<u>3,369</u>	<u>6,146</u>

### 16 Analysis of Charitable Funds

	At 01-Apr 2018 £	Incoming resources £	Outgoing resources £	Transfers/ Gains £	At 31-Mar 2019 £
Restricted funds	-	-	-	-	-
<b>Total Restricted Funds</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Unrestricted funds					
General Funds	32,951	64,355	(60,291)	-	37,015
<b>Total Unrestricted Funds</b>	<u>32,951</u>	<u>64,355</u>	<u>(60,291)</u>	<u>-</u>	<u>37,015</u>
<b>Total funds</b>	<u>32,951</u>	<u>64,355</u>	<u>(60,291)</u>	<u>-</u>	<u>37,015</u>

# BRISTOL SOMALI RESOURCE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2019

### 17 Analysis of charitable funds - previous year, as required by paragraph 4.2. of the SORP

	Unrestricted Funds	Restricted Funds	Total Funds 2018
	£	£	£
<b>Incoming and Endowments from:</b>			
Donations and Legacies	63,319	3,350	66,669
Charitable Activities	665	-	665
Investments	15	-	15
<b>Total</b>	<b>63,999</b>	<b>3,350</b>	<b>67,349</b>
<b>Expenditure On:</b>			
Charitable activities	62,698	2,057	64,755
Other	1,071	-	1,071
<b>Total</b>	<b>63,769</b>	<b>2,057</b>	<b>65,826</b>
<b>Net income/(expenditure)</b>	<b>230</b>	<b>1,293</b>	<b>1,523</b>
Transfers between funds	1,293	(1,293)	-
<b>Net movement in funds</b>	<b>1,523</b>	<b>-</b>	<b>1,523</b>
<b>Reconciliation of Funds:</b>			
Total funds brought forward	31,428	-	31,428
<b>Total funds Carried Forward</b>	<b>32,951</b>	<b>-</b>	<b>32,951</b>

### 18 Analysis of net assets between funds

	General Funds	Restricted Funds	Total Funds
	£	£	£
Cash at Bank and In Hand	34,760	-	34,760
Other Net Current Assets/Liabilities)	(3,332)	-	(3,332)
<b>Total</b>	<b>31,428</b>	<b>-</b>	<b>31,428</b>

### 19 Company limited by guarantee

The company is limited by guarantee and as such has no issued share capital. In the event of the company being wound up the liability of the members is limited to £1 each.