

Company number: 4387010

Charity Number: 1095961

# RAPAR (Refugee and Asylum Seeker Participatory Action Research)

Report and financial statements  
For the year ended 31<sup>st</sup> March 2019

# RAPAR (Refugee and Asylum Seeker Participatory Action Research)

## Reference and administrative information

for the year ended 31<sup>st</sup> March 2019

**Company number** 4387010

**Charity number** 1095961

**Registered office and operational address**

6 Mount Street, Manchester M2 5NS

**Trustees:** Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

|                     |             |
|---------------------|-------------|
| Dr Rhetta Moran     | (Chair)     |
| Kathleen Grant      | (Secretary) |
| Tendai Masiya       | (Treasurer) |
| Stephen Anderson    |             |
| Dr Grainne McMahon  |             |
| Shaista Sabiha Raja |             |

## Key management

### personnel

Rhetta Moran  
Frankie Mullen  
Kathleen Grant  
Tendai Masiya  
Dr Grainne McMahon  
Stephen Anderson

**Bankers** Royal Bank of Scotland, Salford Shopping Precinct, 115 Mather Way, Salford M6 5EH

**Independent** Jennifer Daniel FCCA DChA Slade & Cooper Limited

**Examiner** Greenfish Resource Centre, 46-50 Oldham St, Manchester, M4 1LE

# RAPAR (Refugee and Asylum Seeker Participatory Action Research)

## Trustees' annual report

for the year ended 31<sup>st</sup> March 2019

The trustees present their report and the independently examined financial statements 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 current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

## STRUCTURE, ORGANISATION AND FINANCING

RAPAR is registered as a charity with the Charity Commission (see Charity Number above) and is a company limited by guarantee registered with Companies House (see above). The organisation carries out its work in the Basement Office of Friends' Meeting House, 6 Mount Street, Manchester M2 5NS.

The last Annual Meeting was held on 12<sup>th</sup> November 2019. An Income and Expenditure report for the year ending 31<sup>st</sup> March 2019 was presented to the meeting and was approved. The meeting agreed that the Directors and Trustees should approve the final accounts when they were completed and a Copy would be circulated to all members.

During 2018-2019, we welcomed Stephen Anderson, Tendai Masiya, Dr Grainne McMahon and Shaista Sabiha Raja as new Directors and Trustees. Susan Pattinson, who is now retired, resigned as a Trustee and we would like to thank her for all her work over the years. Thanks also to Frankie Mullen and Zeinab Mohamed who are advisers to the Trustees. We would like to extend particular thanks again to Peter Folkman who has continued to work with the Trustees to improve the governance of the organisation. We are very appreciative of his help and expertise.

The Charity is run by volunteers. Membership of RAPAR consists of the Leadership Group, which meets monthly and directs the activities of the organisation, volunteers and supporters. Last year, the Leadership Group was comprised of 14 people elected at the 2018 Annual Meeting. The quorum for monthly Leadership meetings was 7. Many thanks also to Barly Koyangbwa who has been excellent in his leadership role and to our joint vice chairs Nestor Sylla and Angel.

RAPAR's Memorandum and Articles of Association were incorporated on 5<sup>th</sup> March 2002 and amended by Special Resolution on 28<sup>th</sup> October 2002. Registration with the Charity Commission was finalised on 13<sup>th</sup> February 2003.

RAPAR's stated aims and objectives were: "To relieve refugees, asylum seekers and other displaced persons within the Manchester, Salford and Trafford areas, who are in need, hardship and distress because of their social and economic circumstances, by such charitable means as the Trustees shall determine including the advancement of education, relief of poverty, the preservation and protection of good health, and promotion of personal safety and security." At the Annual Meeting on July 19<sup>th</sup> 2016, an amendment to the Constitution was proposed, seconded and agreed. It now reads: *"To relieve refugees, asylum seekers and other displaced persons within the Manchester, Salford and Trafford areas, and any other RAPAR members, who are in need, hardship and distress because of their social and economic circumstances by such charitable means as the Trustees shall determine including the advancement of education, relief of poverty, the preservation and protection of good health and promotion of personal safety and security."*

In 2017, RAPAR secured funding to enable the Charity to develop its casework and this has continued during 2018-2019. The work is being headed by our lead caseworker Daniel Isaac and his deputy Max Stanley who have now achieved their Level 1 OISC qualification. Congratulations to Dan and Max and

# RAPAR (Refugee and Asylum Seeker Participatory Action Research)

## Trustees' annual report

for the year ended 31<sup>st</sup> March 2019

many thanks to all the casework group for their work which has seen several RAPAR members win their cases during the last year.

We would like to thank our funders during the financial period April 2018-March 2019 – the Oglesby Trust, University of Huddersfield, Manchester Quakers, LUSH and Future Ventures. Since then, we have been successful in an Awards for All funding application for RAPAR Drama. We have also received the good news that our COME ON Erasmus project proposal has been awarded European funding.

Thank you also to Commonword ,the Gaskell Garden Project, MRCC, the Niamos Centre in Hulme, Eagle's Wing in Bury, refugee and asylum groups in Manchester and Rochdale, and the All African Women's Group in London who have worked in partnership with us. Their continued support and friendship is very much appreciated. A particular mention should be made of the close relationship we have developed over the years with Manchester Quakers and members of other religious and social groups.

We deeply appreciate the contributions made by all the people and organisations who donate to RAPAR on a monthly basis through PayPal and standing orders. Donations have also been made as a result of smaller events organised by our volunteers, including participating in the Greater Manchester Run and a Quiz Night at a student bar in Fallowfield at the beginning of the academic year. These donations, however small, enable us to contribute towards transport and other costs for people who have been made destitute as a result of the asylum and immigration process. It enables them to continue to work on their own cases - and other projects - from the RAPAR office.

All our donations go towards the cost of:

1. Running our offices, including a safe communal space for refugees, people seeking asylum and other people who have been displaced or whose human rights have been violated in some other way
2. Continuing the research, casework, community and campaigning activities carried out by our volunteers

Once again, the Trustees would like to thank all of our volunteers. RAPAR could not exist without the large number of skilled and talented people who give endless time and energy to ensure the smooth running of the organisation. Sometimes, if funding allows, we are able to commission some hourly paid work on a freelance basis. But the majority of RAPAR's work is voluntary and covers a wide spectrum including casework, research, community development, campaigns, funding bids, administration, finance, arts development, publicity and social media.

### CHARITABLE ACTIVITIES:

RAPAR's charitable activities throughout the year have been in accordance with the organisation's aims and objectives outlined above. Our volunteers have worked with refugees, people seeking asylum and other displaced people on immigration, education, housing, personal safety and health issues - signposting them to lawyers and other outside agencies when necessary.

There have been a number of arts activities, including the very popular and successful Drama Group which has now staged two original plays. Other activities have included DJ workshops and film-making. Our continued partnerships with other organisations have flourished. Young RAPAR have worked with academics and youth workers and they took part in this year's SICK Festival as well as a Feminist Spaces project. Two well received seminars and workshops were held in Huddersfield and Manchester.

# RAPAR (Refugee and Asylum Seeker Participatory Action Research)

## Trustees' annual report

for the year ended 31<sup>st</sup> March 2019

Space, Place and 'Othering': De-Activating the 'Hostile Environment' was funded by the Economic and Social Research Council for its Festival of Social Science.

Our work around the Home Office's introduction of voluntary returns surgeries into communities throughout the UK included Freedom of Information requests submitted by our volunteer Billy Gardner. Finally, after nearly a year, the Home Office was directed by the Information Commissioner's Office to release the list of all voluntary returns surgeries in the UK. The publication of the list has been followed up by national and regional media and other organisations. We continue to work with our friends at the All African Women's Group in London on this and other campaigns.

## **PUBLIC BENEFIT STATEMENT**

In exercising their powers or duties, RAPAR's Trustees have complied with their duty to have due regard to the Charity Commission's guidance on public benefits.

## **Financial Review (2018-2019 Accounts)**

### Unrestricted funds

During the year, the Charity received £4,232 in donations and £53,171 in charitable activities which covered its running costs, the largest component of which is the cost of renting and running its office which is also used as its meeting room.

### Restricted funds

Nil.

### Financial position at the end of the reporting period

At the end of the year, the Charity had no restricted funds and £5,247 in unrestricted funds. It had a bank balance of £5,911.96

### Funding

The principal funding source was from charitable activities totalling £53,171. These were unrestricted so supported the general charitable activities of the Charity.

### Reserves policy

The Charity aims to build up reserves to cover at least 12 months' running expenses. The Trustees will make this a priority for the coming year.

# RAPAR (Refugee and Asylum Seeker Participatory Action Research)

## Trustees' annual report

for the year ended 31<sup>st</sup> March 2019

### Statement of responsibilities of the trustees

The trustees (who are also directors of RAPAR for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The trustees' annual report has been approved by the trustees on 19/12/2019 and signed on their behalf by:



Kathleen Grant

RAPAR Director/Trustee

## Independent examiner's report

to the members of

RAPAR (Refugee and Asylum Seeker Participatory Action Research)

I report to the charity trustees on my examination of the accounts of the company for the year ended 31<sup>st</sup> March 2019 which are set out on pages 7 to 16.

### Responsibilities and basis of report

As the charity 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 company'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 that in any material respect:

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.

  
Jennifer Daniel FCCA DChA

Slade & Cooper Limited  
Green Fish Resource Centre, 46-50 Oldham Street  
Manchester, M4 1LE

Date: 23/12/2019

RAPAR (Refugee and Asylum Seeker Participatory Action Research)

Statement of Financial Activities  
(including Income and Expenditure account)  
for the year ended 31 March 2019

|  | Note | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total funds<br>2019<br>£ | Total funds<br>2018<br>£ |
|--|------|----------------------------|--------------------------|--------------------------|--------------------------|
| <b>Income from:</b>                          |      |                            |                          |                          |                          |
| Donations and legacies                       | 3    | 4,232                      | -                        | 4,232                    | 4,191                    |
| Charitable activities                        | 4    | 53,171                     | -                        | 53,171                   | 23,411                   |
| <b>Total income</b>                          |      | <b>57,403</b>              | <b>-</b>                 | <b>57,403</b>            | <b>27,602</b>            |
| <b>Expenditure on:</b>                       |      |                            |                          |                          |                          |
| Charitable activities:                       | 5    | 55,433                     | -                        | 55,433                   | 33,276                   |
| <b>Total expenditure</b>                     |      | <b>55,433</b>              | <b>-</b>                 | <b>55,433</b>            | <b>33,276</b>            |
| <b>Net income/(expenditure) for the year</b> | 7    | <b>1,970</b>               | <b>-</b>                 | <b>1,970</b>             | <b>(5,674)</b>           |
| <b>Net movement in funds for the year</b>    |      | <b>1,970</b>               | <b>-</b>                 | <b>1,970</b>             | <b>(5,674)</b>           |
| <b>Reconciliation of funds</b>               |      |                            |                          |                          |                          |
| Total funds brought forward                  |      | 3,273                      | -                        | 3,273                    | 8,947                    |
| <b>Total funds carried forward</b>           |      | <b>5,243</b>               | <b>-</b>                 | <b>5,243</b>             | <b>3,273</b>             |

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.



# RAPAR (Refugee and Asylum Seeker Participatory Action Research)

Company number 4387010

Balance sheet as at 31 March 2019

|  | Note | 2019         | 2018         |
|--|------|--------------|--------------|
|  |      | £            | £            |
| <b>Fixed assets</b>                                  |      |              |              |
| Tangible assets                                      | 11   | 104          | 139          |
| <b>Total fixed assets</b>                            |      | <b>104</b>   | <b>139</b>   |
| <b>Current assets</b>                                |      |              |              |
| Debtors  | 12   | 852          | -            |
| Cash at bank and in hand                             |      | 5,247        | 4,214        |
| <b>Total current assets</b>                          |      | <b>6,099</b> | <b>4,214</b> |
| <b>Liabilities</b>                                   |      |              |              |
| Creditors: amounts falling due in less than one year | 13   | (960)        | (1,080)      |
| <b>Net current assets</b>                            |      | <b>5,139</b> | <b>3,134</b> |
| <b>Total assets less current liabilities</b>         |      | <b>5,243</b> | <b>3,273</b> |
| <b>Net assets</b>                                    |      | <b>5,243</b> | <b>3,273</b> |
| <b>The funds of the charity:</b>                     |      |              |              |
| Restricted income funds                              | -    | -            | -            |
| Unrestricted income funds                            | 14   | 5,243        | 3,273        |
| <b>Total charity funds</b>                           |      | <b>5,243</b> | <b>3,273</b> |

For the year in question, the company was entitled to exemption from an 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 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 are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 9 to 16 form part of these accounts.

Approved by the trustees on 19/12/2019 and signed on their behalf by:



Kathleen Grant (Trustee)



Rhett Moran (Trustee)

# RAPAR (Refugee and Asylum Seeker Participatory Action Research)

## Notes to the accounts for the year ended 31 March 2019

### **1 Accounting policies**

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **a Basis of preparation**

The financial statements have been prepared in accordance with 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) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 section 1A.

RAPAR (Refugee and Asylum Seeker Participatory Action Research) meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

#### **b Preparation of the accounts on a going concern basis**

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The trustees have made no key judgments which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

## RAPAR (Refugee and Asylum Seeker Participatory Action Research)

### Notes to the accounts for the year ended 31 March 2019 (continued)

#### **c Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

#### **d Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **e Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

# RAPAR (Refugee and Asylum Seeker Participatory Action Research)

## Notes to the accounts for the year ended 31 March 2019 (continued)

### **f Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

### **g Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs of work undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

### **h Tangible fixed assets**

Individual fixed assets costing £500 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a reducing balance basis as follows:

|                               |     |
|-------------------------------|-----|
| Office fixtures and equipment | 25% |
|-------------------------------|-----|

### **j Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### **k Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### **l Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

# RAPAR (Refugee and Asylum Seeker Participatory Action Research)

## Notes to the accounts for the year ended 31 March 2019 (continued)

### 2 Legal status of the charity

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is disclosed on page 1.

### 3 Income from donations and legacies

|                                    | Unrestricted<br>£ | Restricted<br>£ | Total 2019<br>£ | Total 2018<br>£ |
|------------------------------------|-------------------|-----------------|-----------------|-----------------|
| Donations                          | 4,232             | -               | 4,232           | 4,191           |
| Donated services                   | -                 | -               | -               | -               |
| <b>Total</b>                       | <b>4,232</b>      | <b>-</b>        | <b>4,232</b>    | <b>4,191</b>    |
| <i>Total by fund 31 March 2018</i> | <i>4,191</i>      | <i>-</i>        | <i>4,191</i>    |                 |

### 4 Income from charitable activities

|                                    | Unrestricted<br>£ | Restricted<br>£ | Total 2019<br>£ | Total 2018<br>£ |
|------------------------------------|-------------------|-----------------|-----------------|-----------------|
| Future Ventures                    | 21,249            | -               | 21,249          | -               |
| University of Huddersfield         | 4,110             | -               | 4,110           | -               |
| Research fee                       | -                 | -               | -               | 3,407           |
| Lush                               | 5,400             | -               | 5,400           | -               |
| Oglesby Trust                      | 20,000            | -               | 20,000          | 20,000          |
| Liverpool Hope University          | 1,360             | -               | 1,360           | -               |
| Commonword                         | 540               | -               | 540             | -               |
| Rochdale National Education Union  | 500               | -               | 500             | -               |
| Other income                       | 12                | -               | 12              | 4               |
| <b>Total</b>                       | <b>53,171</b>     | <b>-</b>        | <b>53,171</b>   | <b>23,411</b>   |
| <i>Total by fund 31 March 2018</i> | <i>23,411</i>     | <i>-</i>        | <i>23,411</i>   |                 |

# RAPAR (Refugee and Asylum Seeker Participatory Action Research)

Notes to the accounts for the year ended 31 March 2019 (continued)

## 5 Analysis of expenditure on charitable activities

|                                  | Total 2019<br>£ | Total 2018<br>£ |
|----------------------------------|-----------------|-----------------|
| Office costs/room hire           | 5,021           | 6,403           |
| Other charitable expenditure     | 49,153          | 25,454          |
| Depreciation                     | 35              | 46              |
| Governance costs<br>(see note 6) | 1,224           | 1,373           |
|                                  | <hr/>           | <hr/>           |
|                                  | 55,433          | 33,276          |
|                                  | <hr/>           | <hr/>           |
|                                  | 2019<br>£       | 2018<br>£       |
| Restricted expenditure           | -               | 6,450           |
| Unrestricted expenditure         | 55,433          | 26,826          |
|                                  | <hr/>           | <hr/>           |
|                                  | 55,433          | 33,276          |
|                                  | <hr/>           | <hr/>           |

# RAPAR (Refugee and Asylum Seeker Participatory Action Research)

## Notes to the accounts for the year ended 31 March 2019 (continued)

### 6 Analysis of governance costs

|                             | Basis of apportionment | Governance<br>£ |
|-----------------------------|------------------------|-----------------|
| Office costs                | 5% of total            | 264             |
| Independent examination fee | Governance             | 240             |
| Accountancy services        | Governance             | 720             |
|                             |                        | <hr/>           |
|                             |                        | 1,224           |
|                             |                        | <hr/>           |

### 7 Net income/(expenditure) for the year

|  |           |           |
|--|-----------|-----------|
| This is stated after charging/(crediting): | 2019<br>£ | 2018<br>£ |
| Depreciation                               | 35        | 46        |
| Accountancy fees                           | 720       | 840       |
| Independent examiner's fee                 | 240       | 240       |
|  | <hr/>     | <hr/>     |

### 8 Staff costs

The charity does not have any paid employee.

The key management personnel of the charity comprise the trustees. The total employee benefits of the key management personnel of the charity were £0 (2018: £0).

### 9 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2018: Nil).

Aggregate donations from related parties were £0 (2018: £0).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

Kathleen Grant who is also a trustee of the charity received £2,050 for Media and Communication work during the year (2018: £1,200).

Rhetta Moran who is also a trustee of the charity received £2,276 for research and caseworkers' mentoring work during the year (2018: £4,764).

# RAPAR (Refugee and Asylum Seeker Participatory Action Research)

Notes to the accounts for the year ended 31 March 2019 (continued)

## 10 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

## 11 Fixed assets: tangible assets

| <b>Cost</b>             | Office<br>equipment<br>£ |
|-------------------------|--------------------------|
| At 1 April 2018         | 1,547                    |
| Additions               | -                        |
| Disposals               | -                        |
|                         | <hr/>                    |
| At 31 March 2019        | 1,547                    |
|                         | <hr/>                    |
| <b>Depreciation</b>     |                          |
| At 1 April 2018         | 1,408                    |
| Charge for the year     | 35                       |
| Disposals               | -                        |
|                         | <hr/>                    |
| At 31 March 2019        | 1,443                    |
|                         | <hr/>                    |
| <b>Net book value</b>   |                          |
| At 31 March 2019        | 104                      |
|                         | <hr/>                    |
| <i>At 31 March 2018</i> | <i>139</i>               |
|                         | <hr/>                    |

## 12 Debtors

|                               | 2019<br>£ | 2018<br>£ |
|-------------------------------|-----------|-----------|
| Other debtors and prepayments | 852       | -         |
|                               | <hr/>     | <hr/>     |
|                               | 852       | -         |
|                               | <hr/>     | <hr/>     |



RAPAR (Refugee and Asylum Seeker Participatory Action Research)

Notes to the accounts for the year ended 31 March 2019 (continued)

**13 Creditors: amounts falling due within one year**

|                              | 2019<br>£ | 2018<br>£ |
|------------------------------|-----------|-----------|
| Other creditors and accruals | 960       | 1,080     |
|                              | <hr/>     | <hr/>     |
|                              | 960       | 1,080     |
|                              | <hr/>     | <hr/>     |

**14 Analysis of movement in unrestricted funds**

|              | Balance<br>at 1 April<br>2018<br>£ | Income<br>£ | Expenditure<br>£ | Transfers<br>£ | As at 31<br>March 2019<br>£ |
|--------------|------------------------------------|-------------|------------------|----------------|-----------------------------|
| General fund | 3,273                              | 57,403      | (55,433)         | -              | 5,243                       |
|              | <hr/>                              | <hr/>       | <hr/>            | <hr/>          | <hr/>                       |
|              | 3,273                              | 57,403      | (55,433)         | -              | 5,243                       |
|              | <hr/>                              | <hr/>       | <hr/>            | <hr/>          | <hr/>                       |

General fund For the general charitable purposes of the charity.

**15 Analysis of net assets between funds**

|                                  | General<br>fund<br>£ | Restricted<br>funds<br>£ | Total<br>£ |
|----------------------------------|----------------------|--------------------------|------------|
| Tangible fixed assets            | 104                  | -                        | 104        |
| Net current assets/(liabilities) | 3,134                | -                        | 3,134      |
|                                  | <hr/>                | <hr/>                    | <hr/>      |
| Total                            | 3,238                | -                        | 3,238      |
|                                  | <hr/>                | <hr/>                    | <hr/>      |