

# **RAY (Refugee Action York)**

**Charitable Incorporated Organisation  
(Charity Number: 1154065)**

## **Trustees Annual Report & Financial Statements for the year ended**

**31 March 2019**

# **outsourcE**

**Charity Accounts Preparation & Independent  
Examination Service**

# **RAY (Refugee Action York)**

(Charity Number: 1154065)

## **Contents**

<b>Index</b>	<b>Page</b>
<b>Report of the Trustees</b>	<b>1</b>
<b>Independent Examiner's Report</b>	<b>7</b>
<b>Receipts &amp; Payments Accounts</b>	<b>8</b>
<b>Statement of Assets and Liabilities</b>	<b>9</b>
<b>Notes to the Accounts</b>	<b>10</b>

# Trustees' Annual Report

From: 01/04/2018

To:

31/03/2019

Charity's full name

RAY (Refugee Action York)

Registered Charity number

1154065

## Objectives and activities

### Summary of the purposes of the charity set out in its governing document

To advance education and relieve financial hardship amongst migrants, those seeking asylum and those granted refugee status, particularly by the provision of advice and guidance. To advance the education of the public in general about the issues relating to refugees and those seeking asylum.

### Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts

Weekly drop-in session ('The Hub') providing information and support sign-posting help, English lessons for adults, Turkish and Arabic lessons and homework help for children, activities for younger children, shared meal, and regular guest speakers. Weekly youth club ('4 Corners') providing a range of social activities, sports and trips for young people aged 11-18 from the community. Weekly coffee morning groups to reduce isolation, a weekly Men's Group, and weekly Wellbeing for Women project. Additional one-off programmes such as health and fitness through the provision of Zumba classes and information on healthy eating, parenting courses, a mentoring scheme for young people, and a programme to develop employability and related skills. Hardship support for families and individuals facing destitution.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

## **Achievements and performance**

**Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.**

We have continued to run our weekly drop-in service, known as The Hub. This year we have run 35 x 3 hour sessions. The main activities at The Hub are:

- Turkish & Arabic language classes, now including GCSE level, for children to develop confidence, self-esteem and language skills
- Educational support, including extra help for children who speak no English when they start school as new arrivals in the UK; help with homework for children whose parents are unable to assist them; liaison with schools
- English language classes for adults and teenagers, who because of cultural barriers or immigration status do not attend existing ESOL classes in York but whose English is very limited. We also support learning of adults and teenagers who are able to attend ESOL classes
- Talks from voluntary & statutory service providers in York to ensure that this community can access health, leisure and social services
- Signposting to key agencies e.g. Citizens Advice Bureau, Education Department, legal advice, mental health services, housing, specialist immigration advice
- We are seeing an increasing number of families and individuals with complex immigration needs, who we are able to support by referring to or liaising with other agencies, and offering help from our Hardship Fund where appropriate
- A safe space where men, women and children from refugee and migrant communities, and volunteers from York, can meet together and share food.

We offer additional support outside The Hub to families who are particularly vulnerable and isolated. This includes:

- A hardship fund for destitute families and those experiencing severe financial hardship
- Home visits for families who are particularly isolated
- Liaison with legal services for those seeking asylum
- Access to leisure services – we register families for the library, free passes for local museums, arrange for parents and children to access mother and toddler groups, and support children to access swimming pool etc
- Additional homework support in the home for children whose parents speak little or no English and who are struggling to keep up in school

- Weekly coffee mornings, to reduce isolation and provide an additional opportunity for English conversation practice
- A Weekly Wellbeing for Women project, including mother & baby group and free Zumba class for Women
- A Weekly Men's group
- Parenting courses, with translation into Arabic and Turkish, run in partnership with Family Matters

An independent evaluation was undertaken over the Hub during the year. This evaluation demonstrates that Refugee Action York:

- is providing opportunities for individuals to meet and socialise within their own community groupings, and with people of other diverse backgrounds
- provides opportunities for refugees and asylum seekers to share their own cultural heritage and learn more about British culture and history
- makes a contribution to improving participants' general sense of well-being, reducing their sense of isolation, and boosting their self-esteem
- supports children and young people to do something positive and enjoyable
- is providing significant benefits to partner community and voluntary organisations
- provides secure environments in which people can learn, play and relax.

This evaluation also included obtaining direct feedback from service users:

- "Learning English has helped with life in this country. Can speak to wider community, go shopping and make an appointment"
- "Good advice on health and schools"
- "Felt lonely but much happier now"
- "RAY has been a hope for my future. If RAY wasn't here I would feel so bad and stressed"
- "I am really happy and proud of where I am with my English. Without RAY I would not be able to do this"
- "I have made some friends who will be with me for life"

The report listed some benefits to service users:

- "vital lifeline for them" RAY provides a safe, supportive learning environment to help ease refugees into the wider community
- Reaches the most hard to reach
- Service users would probably not otherwise access these services particularly as ESOL provision has been cut back
- So much more than an English lesson. Provides opportunity to make friends, learn wide range of skills from a whole range of classes on offer.
- One to one support in dealing with individual problems, signposting on to relevant services and helping ensure they are picked up by these services
- Demonstrates particular strength in helping service users to access health services, successfully working in partnership with health visitors, GP's and the Housing teams.
- Project provides the gateway to mainstream services they need. Service users trust staff at RAY and will be guided by them in understanding the rules and requirements of a particular service

The evaluation also included direct feedback from other external stakeholders & partners:

- Staff and volunteers always helpful and communicative. Viewed to be professional and dedicated. High praise for Manager for her leadership skills and clear commitment to the project.
- Staff have a positive and non-judgmental approach to volunteers and are a good role model.
- "Very positive. Good communication and working relationships which means we talk about user problems speedily and resolve difficulties quickly"
- Have a "can do, pro-active approach and are always looking for new ways of working and new ideas to improve"
- Strength of RAY is integrating young people and families into what is available in the City. Helps build confidence.
- Massively needed and well thought of service in the City.

## **Financial review**

### **Review of the charity's financial position at the end of the period**

2018-19 has been another year of growth for RAY, and this is reflected in the charity's finances for the year with both income and expenditure increasing accordingly. Core services have continued to be in high demand, with additional services delivered where a need was identified. As a result of this demand, spending has exceeded income, with a proportion of this representing a utilisation of restricted funds brought forward at the start of FY19, and the remainder being the use of some reserves in order to maintain services during transitions between funding partners. The medium-term outlook remains positive, with funding from The Big Lottery Fund and Children in Need in place until 2021. The Trustees continue to work hard to secure funding adequate to deliver RAY's services sustainably, whilst also maintaining reserves at an adequate level. RAY's existence and success remains due to the generous support of individuals, community groups, businesses and trusts, both within York and from further afield. The Trustees wish to take the opportunity to recognise and thank everyone who has contributed to RAY's financial position in the year, without which the services and support provided to service users would simply not be possible.

### **Statement explaining the policy for holding reserves stating why they are held**

Reserves have fallen slightly in the year, as a proportion was utilised in order to maintain RAY's services whilst funding was secured. The level of reserves at 31/03/2019 is below the stated policy of holding 6 months of running costs of RAY's core services. As demand for services has grown, spending on core services has increased markedly in the year which, in combination with the utilisation of some reserves (as mentioned above), has left reserves as a proportion of core spending closer to 3 months. Whilst this is below the target set, the Trustees believe it still represents a reasonable level of protection against any short-term funding issues, or other unexpected events. The Trustees recognise the importance of maintaining reserves and will be working towards increasing the level of reserves back towards the stated target in the coming 18 months.

### **Amount of reserves held**

Unrestricted funds at 31 March 2019 were £22,290

### **Reasons for holding zero reserves**

n/a

**Funds materially in deficit**

n/a

**Explanation of any uncertainties about the charity continuing as a going concern**

n/a

**Structure, governance and management****Description of the charity's trusts**

Type of governing document      Constitution

How the charity is constituted      CIO

Trustee selection methods including details of any constitutional provisions      Appointed at AGM/Trustee meeting

**Reference and administration details**

Charity's full name      RAY (Refugee Action York)

Other names the charity is known by

Charity's principal address      c/o Clifton Children's Centre  
Kingsway North  
York  
Postcode YO30 6JA

**Names of the trustees who manage the charity**

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee
Sally Bourton	Chair		
Daryl Walsh	Treasurer		
Margot Brown			
David Burgess			
Marwa Dorai			
Kate Harper			
Lois Gregory		Resigned 01/12/18	
Menaxi Mistry		Resigned 18/11/18	
Jeannie Lumb			
Jonathan Saha		18/11/18 - Present	

**Declaration**

The trustees declare that they have approved the Trustees Annual Report and Accounts

Signed on behalf of the charity's trustees

Signature



Full Name

Daryl Walsh

Position

Treasurer

Date

30/09/19



**Independent examiner's report to the trustees of RAY (Refugee Action York)**

I report on the accounts of: **RAY (Refugee Action York)**  
for the year ended: **31 March 2019** which are set out on pages 8 to 11.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').


I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
- 2 the accounts do not accord with those records

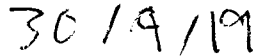
I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



**Jeff Todd (FCA)**

Outsource independent examination  
service

The Hiscox Building  
Peasholme Green  
York YO1 7PR



**Date:**

**RAY (Refugee Action York)**  
(Charity Number: 1154065)

<b>Receipts &amp; Payments Accounts for the year ended:</b>			<b>31 March 2019</b>	
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2019 Total funds</b>	<b>2018 Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Receipts</b>				
Grants (Note 2)	-	65,030	65,030	57,339
Individual donations	12,123	1,895	14,018	22,418
Corporate donations	15,136	1,114	16,250	1,496
Bank interest	139	-	139	104
Gift aid	-	-	-	-
<b>Total receipts</b>	<b>27,398</b>	<b>68,039</b>	<b>95,437</b>	<b>81,357</b>
<b>Payments</b>				
Salaries & pensions	1,232	57,626	58,858	49,229
Staff expenses	11	3,646	3,657	2,546
Training and other staff costs	-	600	600	479
Taxis & travel	895	13,832	14,727	10,652
Hardship	-	9,868	9,868	3,700
Running costs	1,408	8,750	10,158	9,461
Finance & admin	-	1,825	1,825	3,054
Evaluation	-	1,150	1,150	960
Volunteer training & expenses	-	986	986	4,221
Insurance	-	637	637	574
Other governance costs	-	1,122	1,122	436
Translation & interpreting	900	1,191	2,091	1,668
Facilitators and instructors	-	-	-	1,549
Youth Trips	-	784	784	2,391
Refugee week	-	283	283	-
Counselling	-	-	-	1,560
Service user expenses	-	-	-	2,041
BL Building capabilities	-	6,063	6,063	1,568
ASDAN costs	-	323	323	273
<b>Total payments</b>	<b>4,446</b>	<b>108,686</b>	<b>113,132</b>	<b>96,362</b>
<b>Net of receipts/(payments)</b>	<b>22,952</b>	<b>(40,647)</b>	<b>(17,695)</b>	<b>(15,005)</b>
Transfers between funds	(31,558)	31,558	-	-
<b>Balance brought forward</b>	<b>30,896</b>	<b>24,568</b>	<b>55,464</b>	<b>70,469</b>
<b>Balance carried forward</b>	<b>22,290</b>	<b>15,479</b>	<b>37,769</b>	<b>55,464</b>

**RAY (Refugee Action York)**  
(Charity Number: 1154065)

<b>Statement of Assets and Liabilities at:</b>			<b>31 March 2019</b>	
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2019 Total funds</b>	<b>2018 Total funds</b>
<b>Assets</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cash at bank and in hand</b>				
Current bank account	1,990	15,479	17,469	15,157
Savings account	20,000	-	20,000	40,000
Petty cash	300	-	300	307
	<b>22,290</b>	<b>15,479</b>	<b>37,769</b>	<b>55,464</b>
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2019 Total funds</b>	<b>2018 Total funds</b>
<b>Liabilities</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Independent Examination Fee	270	-	270	270
	<b>270</b>	<b>-</b>	<b>270</b>	<b>270</b>

**RAY (Refugee Action York)**  
(Charity Number: 1154065)

**Notes to the Accounts for the year ended:**

**31 March 2019**

**1. Basis of preparation**

The Trustees have taken advantage of section 144 (2) of the Charities Act 2011 and prepared the accounts on a receipts and payments basis.

**2. Grants received**

	Unrestricted funds	Restricted funds	2019 Total funds	2018 Total funds
	£	£	£	£
Big Lottery	-	37,533	37,533	46,440
Children in Need	-	11,283	11,283	-
CYC Early Intervention	-	6,000	6,000	5,500
Joseph Rowntree	-	121	121	91
Brelms Trust	-	-	-	2,500
Two Ridings Community Fund	-	10,093	10,093	2,638
One off grants	-	-	-	170
	-	65,030	65,030	57,339

**3. Funds analysis**

**Unrestricted funds**

Unrestricted funds are funds that can be used in accordance with the objects of the charity at the discretion of the trustees

**Designated funds**

Designated funds are unrestricted funds allocated for use on specific projects

**Restricted Funds**

Restricted funds are subject to specific conditions by donors as to how they can be used.

**Movement of funds:**

	Brought forward	Receipts	Payments	Transfers	Carried forward
	£	£	£	£	£
<b>Unrestricted funds</b>	30,896	23,022	70	(31,558)	22,290
<b>Designated funds</b>					
Coffee mornings	-	1,252	1,252	-	-
Parenting courses	-	1,856	1,856	-	-
Men's project	-	1,268	1,268	-	-
	<b>30,896</b>	<b>27,398</b>	<b>4,446</b>	<b>(31,558)</b>	<b>22,290</b>
<b>Restricted funds</b>					
The Hub	11,738	34,522	43,825	1,135	3,570
Information and support	984	6,366	17,774	10,424	-
Youth work	-	9,829	20,328	10,499	-
Supplementary teaching	445	506	1,863	912	-
Hardship	3,000	1,950	10,083	8,133	3,000
Volunteer Coordinator	2,954	5,074	9,983	1,955	-
Mentoring project	4,059	-	320	(2,286)	1,453
Women's health project	-	9,792	2,336	-	7,456
Mental Health & Wellbeing	1,388	-	2,174	786	-
	<b>24,568</b>	<b>68,039</b>	<b>108,686</b>	<b>31,558</b>	<b>15,479</b>
<b>Total</b>	<b>55,464</b>	<b>95,437</b>	<b>113,132</b>	<b>-</b>	<b>37,769</b>

Transfers between Youth-orientated projects represent a movement of historic funds for the mentoring of young people to the broader Youth Work fund to enable the charity to meet the aims of the Youth project, which now encompasses an ongoing mentoring scheme, thus embedding the original work in the long-term plans of the charity. Other transfers between funds represent funding of projects from unrestricted funds to fulfil the aims of these projects.

**Approval of Accounts for the year ended:**
**31 March 2019**

The report and accounts were approved at a meeting of the Trustees  
held on:

**11th September 2019**

Date

  
Signed for and on behalf of the Trustees

**30th September 2019**

Date

Daryl Walsh

Print Name

Treasurer

Position (e.g. Chair etc)