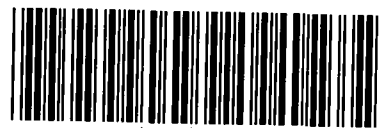


KENT REFUGEE ACTION NETWORK
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR TO 31 MARCH 2019

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COMPANIES HOUSE

Kent Refugee Action Network

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**Kent Refugee Action Network
Year 2018 to 2019**

Trustees

Sally Caless
Nicola Deane
Patricia Edwards
Hasan Hasan-Zadeh
Joseph Kerkvliet
Ruth Matthews
Barbara Scott
Rami Younes
Ann Whitbourn

Management Committee Members at March 2019

Ann Whitbourn	Chair
Sally Caless	
Nicola Deane	Treasurer
Pat Edwards	
Hasan Hasan-Zadeh	
Jos Kerkvliet	
Ruth Matthews	
Barbara Scott	
Remi Younes	
Salome Legesse-Dunn (Co-opted March 2019))	
Razia Shariff	CEO

Charity Address

9 Priory Road
Dover
Kent
CT17 9RQ

Financial Examiners

Higson & Co
45 Queen Street
Deal
Kent
CT14 6EY

Bankers

Barclays Bank
Deal Branch
East Kent Area
4 Broad Street
Deal
Kent, CT14 6EP

Charity Number: 1097886

Company Number: 4738880

**Kent Refugee Action Network
Year 2018 to 2019**

Kent Refugee Action Network

Trustees Report for the Year ending 31st March 2019

The Trustees present their report along with the financial statements of the charity for the year ended 31 March 2019. The financial statements have been prepared in accordance with the accounting policies set out in our governing documents and applicable law.

Constitution and Objects

Kent Refugee Action Network is a charitable company limited by guarantee and is governed under the Companies Act of 1985 by a Memorandum of Association and Articles of Association agreed at an Extraordinary General Meeting held on December 19th 2002.

The objects of the charity are to promote the benefit of refugees, asylum seekers and ethnic minorities and to promote racial harmony in the wider community, particularly in Kent but elsewhere when appropriate, by supporting voluntary groups working with such persons and by liaising with statutory agencies, local authorities and other interested parties.

Organisation

The trustees named on page 2 served during the year, supported by a Management Committee. During the year as part of KRAM's education work with UASC the charity ran Learning for Life and Advocacy and Support projects together with a youth work service in the Canterbury, Ashford and Folkestone areas. The various areas of UASC support work are consolidated into an Advocacy and Support project that continues to provide an established Mentoring service, a Drop In and a Casework and Support Service in the Canterbury area, Folkestone, Ashford and other areas as needed. KRAM employs 13 members of staff both full and part time. The work in all the projects is supported by a large number of volunteers. The Officers of KRAM are Trustees and were recommended to supporters of KRAM by the Management Committee at the Annual General Meeting in December 2018. Their appointments, together with the election of other members of the committee, were approved by the meeting. In March 2019 one person joined the Management Committee as a co-opted Trustee and she will be presented at the AGM for ratification in December 2019.

Review of the year to 31 March 2019

The year 2018 -19 has been a year when KRAM has continued to work hard to strengthen its Trustee Board and improve its governance as it took forward the review of its aims and objectives as part of the restructuring process begun in 2016 aimed at improving and expanding its work with the vulnerable young people who are our clients. Much has been achieved in all areas this year and significant progress made. The 3 year Strategic Plan begun in 2016 is due to conclude in the summer of 2019 and work has started on reviewing the plan and preparing a new 5 year Strategic Plan for 2020 to 2025. During the year the Youth Trainee programme, established in 2018 and aimed at providing opportunities for some of the young people to gain valuable experience in various areas of the work we do, has been developed and consolidated. This initiative has also enabled us to make headway in establishing a Youth Forum by which the young people can contribute their ideas to the way

**Kent Refugee Action Network
Year 2018 to 2019**

forward for our work. This has gone forward with the support of a grant from the Esmee Fairbairn Foundation. Our main funders this year have been AB Charitable Trust, Aviva Community Fund, Awards for All, Blagrave Trust The Listening Fund, Children in Need, Colyer-Fergusson Charitable Trust, Co-operative Foundation, Esmee Fairbairn Foundation, Kent Community Foundation, Lloyd's Bank Foundation, Private Trusts, Roger De Haan Charitable Trust, Virtual Schools Kent and the Tudor Trust

We would like to sincerely thank these major funders, together with the many smaller funders, organisations and individuals without whose generous support we could not continue to help our young people so effectively.

Reserves Policy

Sufficient amounts of unrestricted and restricted funds are maintained throughout the year to cover management and administration costs for a period of three months.

Statement of Trustees' responsibilities.

The Trustees are required by law to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its results for that period. In preparing those financial statements the trustees are required to:

- a) Select suitable accounting policies and apply them consistently;
- b) Make judgements and estimates that are reasonable and prudent;
- c) State whether the policies adopted are in accordance with the Charities Act 1993 and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements;
- d) Prepare financial statements on a going business concern basis unless it is inappropriate to assume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which 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 Charities Act 1993. 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.

Signed on behalf of the Trustees,



Ann Whitbourn, Chair

Date 12th December 2019

KENT REFUGEE ACTION NETWORK

**Independent Examiner's Report to the Trustees of Kent Refugee Action Network
For the year ended 31 March 2019**

I report on the financial statements of the Charity for the year ended 31 March 2019 which are set out on pages seven to twelve.

Respective responsibilities of the trustees and the examiner

The Charity's trustees are responsible for the preparation of the financial statements. The Charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

Examine the financial statements under section 145 of the 2011 Act;

To follow procedures laid down by the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and

To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1) which gives me reasonable cause to believe that in any material respect the requirements

to keep accounting records in accordance with section 130 of the 2011 Act; and

to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;

have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Higson APS Limited
Accountants, Tax and Business Advisors
45 Queen Street
Deal
Kent
CT14 6EY

Dated

17/2/19

KENT REFUGEE ACTION NETWORK

**Statement of Financial Activities
for the year to 31 March 2019**

	Notes	Unrestricted Funds £	Restricted Funds £	Total £	2018
<u>INCOME AND ENDOWMENTS FROM</u>					
Grants, donations and legacies	2	12,332	347,259	359,591	433,391
Charitable Activities					
Other trading activities	3	5,072	21,869	26,941	9,909
Investment Income	4	712	0	712	210
Total Income and Endowments		18,116	369,128	387,244	443,510
<u>EXPENDITURE ON</u>					
Raising Funds	5	14,186	322,959	337,145	341,739
Charitable Activities					
Governance Costs	6	14,232	68,105	82,337	66,081
Total Expenditure		28,418	391,064	419,482	407,820
Net movement in funds for the period	7	-10,302	-21,936	-32,238	35,690
<u>RECONCILIATION OF FUNDS</u>					
Total funds brought forwards		74,047	245,520	319,567	283,877
Transfer between funds		0	0	0	0
Total funds carried forward		63,745	223,584	287,329	319,567

The statement of financial activities includes all gains and losses recognised in the year.

KENT REFUGEE ACTION NETWORK

Balance Sheet as at 31 March 2019

	Notes	£	2019 £	£	2018 £
Fixed Assets					
Tangible assets	9		5,355		2,784
Current Assets					
Debtors	10	292		292	
Cash at bank and in hand		<u>288,964</u>		<u>324,370</u>	
		289,256		324,662	
Liabilities					
Creditors: amounts falling due within one year	11	<u>7,282</u>		<u>7,880</u>	
Net current assets			281,974		316,782
Total assets less current liabilities			<u>287,329</u>		<u>319,566</u>
The funds of the Charity:					
Unrestricted funds	15		63,745		74,047
Restricted funds	16		<u>223,584</u>		<u>245,519</u>
			<u>287,329</u>		<u>319,566</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2019 in accordance with Section 476 of the Companies Act 2006.

- The directors acknowledge their responsibilities for:
- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
 - (b) preparing financial statements which give a true and fair view of the state of the company as at the end of each financial year and of its profit and loss account for each financial year in accordance with Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

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



 A Whitbourn - Trustee/Director

KENT REFUGEE ACTION NETWORK

Notes to the Accounts
for the year to 31 March 2019

1 Accounting Policies

1.1 Basis of preparation of accounts

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under historical cost convention, as modified by the revaluation of certain assets.

1.2 Tangible fixed assets for use by the charity and depreciation

Tangible fixed assets for use by the charity are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets over their useful lives as follows:

Fixtures and fittings	25% pa straight line
Computers	33% pa straight line

1.3 Income

All income is recognised in the Statement of financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

1.4 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to category. Where costs cannot be directly attributed

1.5 Value Added Tax

Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the Statement of Financial Activities.

1.6 Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. 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. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

	2019	2018
2		
Income and Endowments from	£	£
Donations and Legacies	21,830	47,623
Grants	337,761	385,768
	<u>359,591</u>	<u>433,391</u>
3		
Other Trading Activities		
Memberships	50	104
Gifts	1,443	0
Other	25,448	9,805
	<u>26,941</u>	<u>9,909</u>
4		
Investment Income		
Bank interest received	<u>712</u>	<u>210</u>

KENT-REFUGEE ACTION NETWORK

**Notes to the Accounts
for the year to 31 March 2019**

	2019	2018
	£	£
5 Raising Funds		
Staff Salaries	274,056	322,070
Staff/volunteer expenses	1,322	3,018
Staff/volunteer training	3,202	2,076
Projects & Sessional staff	44,420	5,441
Recruitment	225	1,374
Travel and Subsistence	13,921	7,761
	<u>337,145</u>	<u>341,739</u>
6 Governance Costs		
Office & Room Rent	31,860	25,429
Rates and water	2,690	2,579
Accountancy	2,002	2,521
Professional Fees & Subscriptions	6,825	10,339
General Office Expenses	10,097	7,407
Insurance	2,100	1,985
Equipment supplies & maintenance	124	1,519
Stationery & office expenses	3,733	3,733
Postage	25	165
Phone & internet	2,051	1,929
Sundry expenses	6,474	2,241
Consultancy	10,900	0
Computer Expenses	3,213	4,334
Depreciation of equipment	244	1,900
	<u>82,337</u>	<u>66,081</u>
7 Net movement In Funds for the Period		
The net movement of funds for the period is stated after charging:		
Depreciation of tangible fixed assets	3,457	1,900
Independent Examination	320	320
Accounting and payroll costs	1,682	2,201
8 Staff costs		
No remuneration was paid to trustees in the period, nor were any trustees' expenses reimbursed.		
The staff costs were:-		
Staff salaries	274,056	322,070

The average number of staff employed during the period was 9 (2018 - 11).

KENT REFUGEE ACTION NETWORK

**Notes to the Accounts
for the year to 31 March 2019**

9	Tangible Fixed Assets for use by the Charity Used for management and administration purposes.	<table border="0"> <thead> <tr> <th></th> <th style="text-align: right;">Fixture & Fittings</th> <th style="text-align: right;">Computer</th> <th style="text-align: right;">Total</th> </tr> </thead> <tbody> <tr> <td>Cost</td> <td></td> <td></td> <td></td> </tr> <tr> <td>As at 1/4/18</td> <td style="text-align: right;">5,660</td> <td style="text-align: right;">21,716</td> <td style="text-align: right;">27,376</td> </tr> <tr> <td>Additions</td> <td></td> <td style="text-align: right;">6,028</td> <td style="text-align: right;">6,028</td> </tr> <tr> <td>As at 31/3/19</td> <td style="text-align: right;"><u>5,660</u></td> <td style="text-align: right;"><u>27,744</u></td> <td style="text-align: right;"><u>33,404</u></td> </tr> <tr> <td>Depreciation</td> <td></td> <td></td> <td></td> </tr> <tr> <td>As at 1/4/18</td> <td style="text-align: right;">5,236</td> <td style="text-align: right;">19,356</td> <td style="text-align: right;">24,592</td> </tr> <tr> <td>Charge for period</td> <td style="text-align: right;">244</td> <td style="text-align: right;">3,213</td> <td style="text-align: right;">3,457</td> </tr> <tr> <td>As at 31/3/19</td> <td style="text-align: right;"><u>5,480</u></td> <td style="text-align: right;"><u>22,569</u></td> <td style="text-align: right;"><u>28,049</u></td> </tr> <tr> <td>Net Book Value</td> <td></td> <td></td> <td></td> </tr> <tr> <td>As at 31/3/19</td> <td style="text-align: right;"><u>180</u></td> <td style="text-align: right;"><u>5,175</u></td> <td style="text-align: right;"><u>5,355</u></td> </tr> <tr> <td>As at 31/3/18</td> <td style="text-align: right;"><u>424</u></td> <td style="text-align: right;"><u>2,360</u></td> <td style="text-align: right;"><u>2,784</u></td> </tr> </tbody> </table>		Fixture & Fittings	Computer	Total	Cost				As at 1/4/18	5,660	21,716	27,376	Additions		6,028	6,028	As at 31/3/19	<u>5,660</u>	<u>27,744</u>	<u>33,404</u>	Depreciation				As at 1/4/18	5,236	19,356	24,592	Charge for period	244	3,213	3,457	As at 31/3/19	<u>5,480</u>	<u>22,569</u>	<u>28,049</u>	Net Book Value				As at 31/3/19	<u>180</u>	<u>5,175</u>	<u>5,355</u>	As at 31/3/18	<u>424</u>	<u>2,360</u>	<u>2,784</u>		
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12	Financial commitments As at 31 March 2019 the charity had no annual commitments																																																			
13	Related Party Disclosures There were no related party transactions in the period																																																			
14	Legal Status of the Charity The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £1.																																																			

KENT REFUGEE ACTION NETWORK

**Notes to the Accounts
for the year to 31 March 2019**

15	Unrestricted funds	At 1 April 2018	Incoming Resources	Outgoing Resources	Fund Transfer	At 31 March 2019
	General Account	4,047	18,116	28,418	6,500	245
	Reserve Account	70,000			-6,500	63,500
		<u>74,047</u>	<u>18,116</u>	<u>28,418</u>	<u>0</u>	<u>63,745</u>

General account is used for the general overheads of KRAN.

16	Restricted funds	At 1 April 2018	Incoming Resources	Outgoing Resources	Fund Transfer	At 31 March 2019
	Youth Support	19,773	24,931	17,623		27,081
	Big Lottery Drama	9,900		9,900		0
	AB Charitable Trust	7	20,000	2,047		17,960
	Awards for All	2,389	0	511		1,878
	Roger De Haan	7,454	0	7,431		23
	Refugee Help	7,572	2,185	2,591		7,166
	Tudor Trust	16,955	30,000	30,041		16,914
	SRY Donation	20,000	0	11,692		8,308
	Comic Relief	1	0	1		0
	Sebba Trust	13,824	30,000	28,417		15,407
	Kent Community	2,364	3,500	1,323		4,541
	Henry Smith Trust	18,171	0	18,171		0
	Outreach General	7,342	3,630	7,203		3,769
	Hilden Trust	197	0	197		0
	Rita Lila Haywood Trust	1,805	0	981		824
	SRG Refugee Council	209	660	275		494
	U16 School Ready Project	320		134		186
	Lloyds Foundation	11,019	25,025	17,928		18,116
	Children in Need	18,016	39,788	39,303		18,501
	Aurum Trust	0	45,000	32,603		12,397
	Oak Foundation	11,663	0	11,663		0
	Esmee	41,234	70,600	74,977		36,857
	Big Potential	17,565	2,985	14,727		5,823
	Listening Fund	17,740	17,740	14,965		20,515
	Virtual Schools Kent	0	14,582	14,478		104
	Colyer Fergusson	0	25,000	25,000		0
	KCC	0	8,498	3,860		4,638
	Huguenot	0	5,104	3,022		2,082
		<u>245,520</u>	<u>369,128</u>	<u>391,064</u>	<u>0</u>	<u>223,584</u>

KENT REFUGEE ACTION NETWORK

Notes to the Accounts for the year to 31 March 2019

Youth Support Project provides for education, training and activities of unaccompanied minors.
AB Charitable Trust is restricted to covering the Charity's core costs.
Children In Need - Learning For Life project for UASC
Awards For All - BLF grant for activity work with the young unaccompanied A/S children.
Roger De Haan - Restricted to the costs of running the Outreach programme in Folkestone including salary costs.
Refugee Help - Donations made by people for direct help to refugees.
Tudor Trust - Mentoring & Befriending and Drop In Centre
STRY Donation - Private donation for Refugee Youth Project
Comic Relief - Education and Life Skills
Sebba Trust - Mentoring and Befriending Project
Kent Community Trust - Appointment of staff member for Life Skills Folkestone
Henry Smith Trust - Caseworker salary and costs
Outreach General - Restricted to work in Folkestone
Hilden Trust - Core costs for Drop In Centre
Rita Lila Haywood Trust - Staffing and Core costs for Drop In and Caseworker
U16 School Ready Costs - Works with schools to prepare young people under 16 to adapt to working in mainstream schools.
Lloyd's Foundation - Investment Grant towards the salary of the CEO and Related core costs
Aurum Charitable Trust - Grant towards the salary of the CEO and related core costs.
Oak Foundation - Grant towards the governance core costs.