

**DONCASTER CONVERSATION CLUB (A registered Charitable Incorporated Organisation number
1159775)**

Charity number: 1159775

DONCASTER CONVERSATION CLUB

(A registered Charitable Incorporated Organisation)

Financial Statements

For the year ended 31 March 2019

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LEGAL AND ADMINISTRATIVE INFORMATION

Governing Document

Doncaster Conversation Club is a charitable incorporated organisation ("CIO") registered as a charity on 8 January 2015. The charity was established under a Foundation Model CIO constitution by which it is governed.

Trustees

The trustees of the CIO are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. The trustees serving during the year were as follows:

Chair	Abraham Mdlongwa (resigned 1 August 2018)
	Alan Robinson (appointed as a trustee and as chair on 1 August 2018)
Other trustees	Nic Burne
	Jan Foster
	Ann Hindley (appointed 1 August 2018)
	Akeela Mohammed (appointed 1 August 2018)
	Basil Nadeem (appointed 1 August 2018)
	Simon Phailly (appointed 1 August 2018)

Principal Office

Quaker Meeting House
Shotton Walk
Doncaster
South Yorkshire DN1 3RH

Bankers

Co-Operative Bank Limited

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 March 2019**

Structure, Governance and Management

The trustees submit their annual report and the audited financial statements for the year ended 31 March 2019.

Trustees

The trustees who served during the year and up to the date of this report are set out on page 2.

Trustees' Induction and Training

Trustees are provided with a handbook containing key documents. The trustees are encouraged to attend and participate in appropriate training activities that will help them in their role.

The charity has recruited new board members in the course of the year with the intention both of widening the skills available to the trustee board and of ensuring that the interests of those organisations which support the charity are linked to those of the charity itself.

Organisation Structure and Decision Making

The trustees manage the charity. The full Board of Trustees meets a minimum of five times a year, including general meetings. The full board is mainly concerned with policy matters and the strategic direction of the organisation while more detailed trustee management issues are dealt with through sub committees.

It is normally the case that sub committees can have delegated responsibility for:

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- Finance, dealing with financial decisions and monitoring of income and expenditure
- HR related matters
- Audit, including local and regional government and external audits;
- Governance matters such as the continued relevance of the constitution and of other policy documents.

Individual members of the board also have input to the work of the charity by way of their individual skills and knowledge, which frequently leads them to take on projects to improve and extend the work of the charity. If important matters arise in between meetings the Chair and the board members communicate via email and telephone in order to reach a decision..

During the year the day to day management of the charity is in the hands of Nic Burne and Jan Foster.

Related parties

The charity rents the use of premises from the Balby (Doncaster) Local Meeting of the Religious Society of Friends (Quakers) ("the Meeting"). The Meeting forms part of the Sheffield and Balby Area Meeting of the Religious Society of Friends ("the Area Meeting") (Registered Charity number 1134536). The following trustees of Doncaster Conversation Club were also trustees of the Area Meeting:

Nic Burne
Alan Robinson

Neither of the above received any payment for their trusteeship with either charity.

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Risk Management

The trustees have examined the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate those risks. Areas reviewed included: governance and management, operational, financial, IT, data protection, environmental and compliance. A regular structure of risk reviews is in the process of being put into place.

Objectives and Activities

The objects of the charity are a) to advance education and relieve financial hardship amongst those seeking asylum and those granted refugee status, particularly by the provision of advice and information, so as to advance them in life and assist them to adapt within a new community; and (b) to preserve and protect the physical and mental health of those granted refugee status, those seeking asylum and their dependents.

How our activities deliver public benefit

Our main activities and a description of our client group are both described below. All our charitable activities focus on work with refugees and asylum seekers and are undertaken to further our charitable purposes for the public benefit.

Activities

The main task of the Charity is to respond to the needs of asylum seekers within Doncaster, and it is therefore necessary for us to respond to a fluid situation. The number of asylum seekers within the area continues to rise. In May 2019 there were 2018 supported asylum seekers in South Yorkshire, up by 118 from the previous year. At the time of preparation of this report, Doncaster has 270 supported asylum seekers, 20 above the agreed number. The local authorities of both Doncaster and Barnsley are concerned about this increase, especially as the more affluent towns of Yorkshire have none, and both local authorities have threatened to withdraw from their dispersal town status.

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The average weekly attendance at the Charity's Drop-in at the Quaker Meeting House is in the region of 150. The Charity's volunteers do not simply provide them with conversation, but also provide practical help and support, including the provision of donated material goods for those who need them, the weekly supply of food by way of unwanted supermarket food which reaches us through the club's close links with the Fare Share organisation, English classes, practical help with the claiming of benefits and with navigating the NHS, help at a variety of levels by advisers, support with asylum applications, the preparation of medical reports for Freedom from Torture, and social events.

The Charity seeks to maintain a programme of activities for those attending the drop-in service. Two volunteers have developed a football team, DCC United, and have established links with Doncaster Rovers FC, as a result of which Doncaster Rovers is looking to become a football team of sanctuary.

DCC has been chosen to take part in the Public Acts Community Arts Project. Links have been maintained and developed with CAST (the local theatre in Doncaster), both to enable individuals to visit local theatrical performances, and to develop and to participate in their own productions. There is a series of regular walks and outings, which are willingly supported by volunteers including members of the Quaker Meeting.

During the year, the Charity has sought to raise awareness of the problems faced by asylum seekers. Nic Burne presented an introduction to the Asylum system, which was well attended by people from Doncaster and further afield. On another occasion, Lilian Hollidge, a DCC volunteer, gave us an account of her work at a refugee camp, and this was followed by entertainment provided by Doncaster's Quirky Choir. We provide an excellent and well-read newsletter every month.

One of our major tasks continues to be the provision of advice and support to those attending our drop-in on a Thursday. In this we are reliant on good contacts with other bodies providing help and support at different levels. Housing, maintenance and care is provided by independent contractors under contract with central Government. This service was provided throughout the period under review by G4S, with whom the Charity's workers developed an excellent working relationship. After the end of the period under review, however, with effect from 8 August 2019, this contract was transferred to the Mears group. This will in itself create additional issues for the Charity's workers to address in re-establishing that relationship.

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Similarly, although once more it falls outside the period under review, the award of a new 10-year Advice, Issue, Reporting and Eligibility Assistance (AIRE) to Migrant Help with effect from September 2019 will place additional stress on the Charity's workers with extra calls being made on their already limited time.

Earlier this year, Doncaster Council received EU funding from the Asylum, Migration and Integration Fund (AMIF). This provides two full-time workers to deal with all new refugees and their families with all the issues that arise when moving out of asylum accommodation into mainstream life. This has taken a lot of pressure from the Charity and its workers.

The Charity continues to support the provision of English language classes. Since the end of the year under consideration, we have been awarded funds under 'Pathways to Employment' which has enabled the development of a weekly IELTS (International English Language Testing System) course.

The Charity recruits and supervises a number of health volunteers, who are able to assist with initial health problems for new arrivals, and to enable them to navigate their way through the National Health Service. Health is encouraged through football sessions and through regular walks and swimming.

The Charity's volunteers cannot give full immigration advice, but three volunteers are accredited with the Office of the Immigration Services Commissioner and are allowed to give level one advice, and others are proceeding along the same pathway. It can be difficult to keep advice to that level in view of the almost endless demand for help and support which the Charity receives, which is in itself a result of the general policy of successive Governments towards those coming to the UK.

The Trustees are well aware of the legal restrictions on giving advice and support, and we encourage volunteers to undergo training and qualification, and to keep themselves up to date with recent developments in asylum law and practice.

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Contribution of volunteers

DCC is run entirely by volunteers and the report above makes clear our reliance on them. We rely on grants and donations to keep going. We are extremely grateful to Doncaster Quakers for their continued support and for the use of their Meeting House for our Thursday drop-in.

Achievements & Performance

The charity continues to work for the benefit of refugees and asylum seekers in the area. Large numbers of individuals and families have been helped by our activities. As a side effect, many volunteers have acquired skills which they are able to use for the benefit of the community in all kinds of activities.

Funding

The charity continues to rely on grants and donations, and is grateful to those who have contributed.

Public Benefit Statement

Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on Public Benefit when reviewing the charity's aims and objectives, and in planning its future activities, which is an annual process. Many examples of such public benefit have been described earlier in this report.

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Trustees' responsibilities in relation to the financial statements

Company and charity law require the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the group for the year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make sound judgements and estimates that are reasonable and prudent;
- state whether applicable 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 operation.

The trustees have overall responsibility for ensuring that the charity has appropriate systems of control, financial and otherwise. They are also responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the group and charity, and which 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.

In accordance with company law, as the company's directors, we certify that so far as we are aware, there is no relevant audit information of which the company's auditors are not aware and as the directors of the company we have taken all the steps that we ought to have taken to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Approved by the board on 23/01/2020 and signed on its behalf by



Alan Robinson (Chair)

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Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/04/2018		31/03/2019

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Wharfedale and Southall Grants					1,755
New Beginnings					8,740
Brelms Trust	-	4,620	-	4,620	
Donations	1,896	-	-	1,896	3,343
Southall trips	-	2,795	-	2,795	
Arabic class	-	1,191	-	1,191	-
	-	-	-	-	-
Sub total (Gross income for AR)	1,896	8,606	-	10,502	13,838
A2 Asset and investment sales, (see table).					
None	-	-	-	-	
Total receipts	1,896	8,606	-	10,502	13,838

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A3 Payments

DCC running expenses	3,131	-	-	3,131	1,994
Brelms Trust rent computer support	-	3,865	-	3,865	
Southall trips	-	8,846	-	8,846	
Arabic Club	-	150	-	150	
Wharfedale, Allen Lane, Foyle, appeal					2,435
New Beginnings					7,035
Adjustments 2017-18	-	-	-	-	236
Sub total	3,131	12,861	-	15,992	11,700

Total payments

3,131	15,992	-	11,700
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Net of receipts/(payments)

-	1,235	-	-	2,138
-	-	-	-	-
6,943	13,779	-	11,641	
5,708	8,289	-	13,779	13,779

A5 Transfers between funds

A6 Cash funds last year end

Cash funds this year end

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Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds				
	DCC General fund	5,708	-	-
	Restricted funds	-	2,581	-
	Total cash funds	5,708	2,581	-
B2 Other monetary assets				
B3 Investment assets				
B4 Assets retained for the charity's own use				
	Details			
	none	-	-	-
	none	-	-	-
	Five laptop computers	-	-	-
B5 Liabilities				
	Details			
	Insurance	300	-	When due (optional)

Accounts approved by the Board on 23/01/2020 and signed on their behalf by

Alan Robinson

Alan Robinson (Chair)