

**Bristol Refugee Rights**  
**FINANCIAL STATEMENTS**

**31 MARCH 2014**

**Company Registration Number 5669208**  
**Charity Number 1126646**

**Bristol Refugee Rights**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2014**

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# Bristol Refugee Rights

## Reference and Administration details of the charity and its advisors

**YEAR ENDED 31 MARCH 2014**

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### **Status**

Bristol Refugee Rights is a company limited by guarantee (registration number 5669208) incorporated on 9<sup>th</sup> January 2006 and granted charitable status by the Charity Commission under number 1126646 on the 11<sup>th</sup> November 2008.

### **Trustees**

Ruth Pickersgill	Co-Chair from 12th November 2013 (Trustee from 14th May 2013)
Malcolm Jenner	Treasurer (also Chair until 12th November 2013)
Claire Stern	Vice Chair until 12th November 2013
Abdi Osman Mohamed	Co-Chair from 12th November 2013
Daahir A Mohamed	Vice Chair
Christopher Orlik	(until 12th November 2013)
Richard Henderson	
Forward Maizokwadzo	
James Jatta	
Zahra Kosar	
Julie Linter	(14th May 2013 to 12th November 2013)

### **Company Secretary**

Malcolm Jenner

### **Registered Office**

Assisi Centre  
Lawfords Gate  
Bristol  
BS5 0RE

### **Independent Examiner**

Bristol Community Accountancy Project  
The Park  
Daventry Road  
Knowle  
Bristol  
BS4 5DQ

### **Bankers**

The Co-operative Bank  
PO Box 101  
1 Balloon Street  
Manchester  
M60 4EP

Buckinghamshire Building Society  
High Street  
Chalfont St. Giles,  
Bucks  
HP8 4QB

# **Bristol Refugee Rights**

## **TRUSTEES REPORT**

**YEAR ENDED 31 MARCH 2014**

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The Trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2014.

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

#### ***Organisation***

The Charity is controlled by its governing document, Memorandum and Articles of Association.

#### ***Risk Review***

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

#### ***The Directors***

The Board of Directors, who are Trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1.

### **Objectives and activities**

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

To relieve the needs of asylum seekers and refugees by the provision of information, advice and support.

To preserve and protect the physical and mental health of asylum seekers and their dependants and those granted refugee status and their dependents.

To advance the education of the public in general about the issues relating to refugees and those seeking asylum.

To provide facilities for recreation or other leisure time occupation with the object of improving the conditions of life of those persons who have need of such facilities.

To promote human rights (as set out in the Universal Declaration of Human Rights and subsequent United Nations conventions and declarations) by all or any of the following means:-

- relieving need among the victims of human rights abuse
- conducting research into human rights issues
- educating the public about human rights
- raising awareness of human rights issues
- promoting public support for human rights
- promoting respect for human rights among individuals and corporations.

### **Achievements and performance**

Bristol Refugee Rights was set up as a voluntary organisation in 2005 to uphold and champion the human rights of asylum seekers and refugees. We provide a place of welcome in Bristol where asylum seekers and refugees can meet and be helped to play a full part in the life of the wider community. We also campaign more widely for the human rights of refugees and asylum seekers. Bristol Refugee Rights aims to deliver a 'user-led' service that addresses the practical and psychological needs as well as the human rights of refugees and asylum seekers by:

- welcoming people into a safe place
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# Bristol Refugee Rights

## TRUSTEES REPORT

YEAR ENDED 31 MARCH 2014

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- empowering people to achieve an independent and productive life
- enabling social inclusion
- focussing public attention on the need to reform the asylum system to remove the abuses of human rights experienced by our service users.

If you would like to find out more about us you can log on to our website:

[www.bristolrefugeerights.org](http://www.bristolrefugeerights.org).

### Chair's report

The last year has been one of great change and also considerable success for Bristol Refugee Rights (BRR). We were all really sad to see Caroline Beatty retiring from her post. She had been involved with BRR from the start, and had given many years of her expertise, energy and commitment to the organisation; it would not be as successful and member (service user) focussed as it is without her vision and compassion. We are pleased she is happy to continue to support us in different ways. We have been incredibly lucky to have recruited a new Director, Beth Wilson, who started in March and comes to us with a proven track record of working with refugees and asylum seekers and is already showing herself to be a great asset to the organisation.

We are so fortunate to continue to have a dedicated team of paid staff and volunteers who run the organisation so effectively and we would like to thank them all, as they give so much in terms of time their ideas, commitment and skills. We would like to acknowledge all of the support from staff and volunteers who left us this year, but to pay a special tribute to Radha and Moniek who led the AID and Crèche teams so effectively and are both much missed.

The Welcome Centre is now well established at the Malcolm X Community Centre in St Pauls and is seen as a place of safety and solidarity for the hundreds of refugees and asylum seekers who access our services. BRR is becoming better known as a key player in the asylum field; and the event that we organised for Human Rights Day, 'Health Care for All', was a particular success with inspiring speakers talking to a packed audience, who then went to work with the useful resources we produced. Our projects (BRILL, AID, Crèche and VOICE) all continue to provide essential services and to develop in response to members' needs; and we work closely with other partners to provide destitution support, campaigning and awareness raising.

This year saw the tragic murder of Bijan Ebrahimi, a local man from a refugee background who faced discrimination, prejudice and ultimately death. We are constantly reminded of the hostility that some refugees and asylum seekers face, often fuelled by negative media portrayal and a background of discriminatory legislation and lack of services. BRR needs to survive to continue to challenge these issues and to provide the safety and solidarity and to promote action that can make the changes that are so desperately needed.

The next year will be extremely challenging, as we have a number of grants ending and a significant funding gap to address, and so we are pleased to now have the help of a fundraiser, Ruth Soandro-Jones, as part of the team.

Finally, we would also like to thank all our trustees for their unique voluntary contribution to our organisation, and particularly to Malcolm Jenner for his work as Chair last year and current Treasurer. The final word has to be a tribute to our members who are always keen to give as much as they receive, and to support us in every way and are increasingly speaking out on key issues and helping us to run BRR.

Ruth Pickersgill and Abdi Mohamed, Co-Chairs  
*Bristol Refugee Rights*

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# Bristol Refugee Rights

## TRUSTEES REPORT

YEAR ENDED 31 MARCH 2014

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### Public benefit

The Trustees have complied with their duty under Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

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

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

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

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

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

Approved by the trustees and signed on their behalf by:

..... Date .....2014  
Ruth Pickersgill  
Co-Chair of Trustees

# Bristol Refugee Rights

## INDEPENDENT EXAMINERS REPORT

YEAR ENDED 31 MARCH 2014

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I report on the accounts of the company for the year ended 31st March 2014 which are set out on pages 6 to 13.

### Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The 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.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act; to follow the procedures laid down in 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### 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 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.

Joanne Trowbridge MAAT

.....  
Bristol Community Accountancy Project  
The Park  
Daventry Road  
Knowle  
Bristol  
BS4 1DQ

.....2014

# Bristol Refugee Rights

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

YEAR ENDED 31 MARCH 2014

		Unrestricted Funds	Restricted Funds	Total Funds 2014	Total Funds 2013
	Note	£	£	£	£
<b>Incoming resources</b>					
<i>Incoming resources from generated funds</i>					
Voluntary income	2	19,323	-	19,323	20,542
Activities for generating funds		2,443	-	2,443	925
Investment income		184	-	184	182
<i>Incoming resources from charitable activities</i>	3	5,795	243,239	249,034	178,898
<b>Total incoming resources</b>		<u>27,745</u>	<u>243,239</u>	<u>270,984</u>	<u>200,547</u>
<b>Resources expended</b>					
<i>Costs of generating funds</i>					
Fundraising		1,560	-	1,560	1,655
<i>Charitable activities</i>	4	26,037	229,304	255,341	200,082
<i>Governance costs</i>	5	1,577	6,933	8,510	10,183
<b>Total resources expended</b>		<u>29,174</u>	<u>236,237</u>	<u>265,411</u>	<u>211,920</u>
<b>Net incoming resources</b>		(1,429)	7,002	5,573	(11,373)
<b>Transfer between Funds</b>		-	-	-	-
<b>Total funds at 1 April 2013</b>		28,554	13,007	41,561	52,934
<b>Total funds at 31 March 2014</b>	12	<u>27,125</u>	<u>20,009</u>	<u>47,134</u>	<u>41,561</u>

All of the activities of the charity are classed as continuing

The notes on pages 8 to 13 form part of these financial statements

# Bristol Refugee Rights

## BALANCE SHEET

YEAR ENDED 31 MARCH 2014

	Note	£	2014 £	2013 £
<b>Current assets</b>				
Debtors	9	5,417		6,131
Undeposited funds		-		2,141
Cash at bank		94,922		102,276
Cash in hand		917		726
		<u>101,256</u>		<u>111,274</u>
<b>Creditors : Amounts falling due within one year</b>				
	10	(54,122)		(69,713)
Net current assets		<u></u>	47,134	<u>41,561</u>
<b>Creditors : Amounts falling due after one year</b>				
		-		-
<b>Net assets</b>		<u></u>	<u>47,134</u>	<u>41,561</u>
<b>Funds</b>				
Restricted funds	11	20,009		13,007
Unrestricted funds	11	27,125		28,554
		<u></u>	<u>47,134</u>	<u>41,561</u>

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for:

(i) ensuring that the company keeps proper accounting records which comply with section 386 of the Act, and

(ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 396, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

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

.....  
Malcolm Jenner - Director

.....  
Richard Henderson - Director

**The notes on pages 8 to 13 form part of these financial statements**

# Bristol Refugee Rights

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

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### 1 Accounting policies

- a) The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006, applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities issued in March 2005.
- b) Income from donations is included incoming resources when these are receivable, except as follows:
  - i) When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods.
  - ii) When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-condition have been met.
- c) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.
- d) Most expenditure is directly attributable to specific activities, and have been included in those cost categories. Support cost have been allocated 100% towards the charitable activities of the charity.
- e) Rentals applicable to operating lease agreements where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight-line basis over the period of the lease.
- f) Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees.
- g) 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.

# Bristol Refugee Rights

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

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### 2 Voluntary Income

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2014</b>	<b>Total Funds 2013</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Subscriptions and Donations	9,480	-	9,480	5,876
Hardship Fund Donations	2,903	-	2,903	8,701
Detention Fund Donations	43	-	43	193
Membership Fees	45	-	45	40
Gift Aid	1,000	-	1,000	482
LARA Fund Donations	1,832	-	1,832	2,449
Dignity for Asylum Seekers Fund	1,790	-	1,790	1,520
Campaigning	-	-	-	110
Miscellaneous Income	2,230	-	2,230	1,171
	<u>19,323</u>	<u>-</u>	<u>19,323</u>	<u>20,542</u>

### 3 Incoming resources from charitable activities

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2014</b>	<b>Total Funds 2013</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Grants	1,125	243,239	244,364	172,654
Recharges	4,670	-	4,670	3,972
Move to Malcolm X Centre	-	-	-	2,272
	<u>5,795</u>	<u>243,239</u>	<u>249,034</u>	<u>178,898</u>

# Bristol Refugee Rights

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

### 4 Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Salaries and social security costs	5,577	149,656	155,233	125,485
Supplies	1,357	7,065	8,422	6,411
Interpreting	-	1,073	1,073	583
Creche	21	6,655	6,676	4,604
Campaigns	1,819	-	1,819	1,402
Dignity for Asylum Seekers	1,049	-	1,049	732
Hardship Fund Payments	4,717	-	4,717	7,512
Trips	234	917	1,151	836
LARA Expenses	1,972	-	1,972	-
<i>Support costs</i>				
Room Hire	5,180	19,305	24,485	19,083
Catering	35	5,136	5,171	6,408
Publicity	505	-	505	-
Training	421	4,030	4,451	5,771
Staff recruitment	472	726	1,198	358
Photocopying/Postage/Stationery	1,498	4,783	6,281	2,985
Computer & Internet Expenses	491	1,904	2,395	1,813
Memberships	101	673	774	944
Miscellaneous	485	20,168	20,653	-
Telephone	99	1,600	1,699	2,193
Travel & Meetings	4	5,402	5,406	2,432
Equipment & Furniture	-	211	211	6,279
Move to Malcolm X Centre	-	-	-	4,251
	<u>26,037</u>	<u>229,304</u>	<u>255,341</u>	<u>200,082</u>

### 5 Governance costs

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Governance & Annual Report	807	470	1,277	1,307
Accountancy fees	-	800	800	800
Insurance	191	622	813	738
Safeguarding	317	423	740	-
Evaluation	-	2,000	2,000	3,956
Payroll Fees	262	765	1,027	932
User Engagement	-	1,853	1,853	2,450
	<u>1,577</u>	<u>6,933</u>	<u>8,510</u>	<u>10,183</u>

### 6 Net incoming resources for the year

This is stated after charging:

	2014 £	2013 £
Independent Examiners' fees	<u>800</u>	<u>800</u>

**Bristol Refugee Rights**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2014**

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**7 Staff costs and numbers**

The aggregate payroll costs were:

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Wages and salaries	161,323	131,827
Social security costs	10,483	7,696
	<u>171,806</u>	<u>139,523</u>

No employee received emoluments of more than £60,000.

The average weekly number of employees during the year, calculated on the basis of full time equivalents, was as follows:

	<b>2014</b>	<b>2013</b>
	<b>No.</b>	<b>No.</b>
	<u>7</u>	<u>5</u>

**8 Taxation**

The charity is exempt from corporation tax on its charitable activities.

**9 Debtors**

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Grant	-	2,677
Gift Aid	1,000	1,280
Miscellaneous Debtors	3,092	668
Prepayments	1,325	1,506
	<u>5,417</u>	<u>6,131</u>

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

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Trade creditors	5,681	920
Grant held on behalf of Bristol Hospitality Network	9,219	8,866
Deferred Income	33,187	57,557
Accruals:		
Accountancy	800	800
Miscellaneous	5,235	1,570
	<u>54,122</u>	<u>69,713</u>

**Bristol Refugee Rights**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**11 Movement in funds**

	At 01-Apr 2013 £	Incoming resources £	Outgoing resources £	Transfers £	At 31-Mar 2014 £
<b>Restricted funds</b>					
Bristol City Council	-	25,550	(25,550)	-	-
Tudor Trust	411	38,000	(38,082)	-	329
Big Lottery Fund	6,878	64,578	(65,585)	-	5,871
BCC Moving On Group	1,173	-	(760)	-	413
Allen Lane	414	-	(414)	-	-
Henry Smith	-	34,000	(32,333)	-	1,667
JP Getty	813	-	(813)	-	-
BBC Children In Need	-	24,520	(24,520)	-	-
Refugee Action - Safety Day	510	-	-	-	510
Lloyds TSB	1,308	18,600	(19,908)	-	-
Church Urban Fund	-	2,323	(780)	-	1,543
Bristol Commonwealth	1,500	-	(1,500)	-	-
Arts Council	-	20,668	(20,668)	-	-
AB Charitable Trust	-	10,000	(1,404)	-	8,596
Hilden Trust	-	5,000	(3,920)	-	1,080
	13,007	243,239	(236,237)	-	20,009
<b>Unrestricted funds</b>					
General funds	16,432	20,983	(19,618)	-	17,797
Designated funds (see note 14)	12,122	6,762	(9,556)	-	9,328
<b>Total funds</b>	41,561	270,984	(265,411)	-	47,134

Purpose of restricted funds:

Bristol City Council	Core Costs
Church Urban Fund	Kitchen Development and Cookery Project
Allen Lane	Member Volunteer Development
Refugee Action	Support Costs
BBC Children In Need	Creche
Henry Smith	BRILL 1
JP Getty	BRILL 2
Tudor Trust	Core Costs
Big Lottery Fund	AID and VOICE: Developing Community Engagement
Art Council	acta Listen to our Story Project
LloydsTSB	Volunteer Management
Bristol Commonwealth	College Fees
AB Charitable Trust	Core Costs - Communications and Fundraising
Hilden Trust	Volunteer Management

**Bristol Refugee Rights**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2014**

**12 Analysis of net assets between funds**

	<b>Tangible Fixed assets</b>	<b>Other Net assets</b>	<b>Total</b>
	£	£	£
<b>Restricted funds</b>			
Tudor Trust	-	329	329
Henry Smith	-	1,667	1,667
Big Lottery Fund	-	5,871	5,871
BCC Moving On Group	-	413	413
Refugee Action - Safety Day	-	510	510
Church Urban Fund	-	1,543	1,543
AB Charitable Trust	-	8,596	8,596
Hilden Trust	-	1,080	1,080
	-	<u>20,009</u>	<u>20,009</u>
<b>Unrestricted funds</b>			
General funds	-	17,797	17,797
Designated funds	-	9,328	9,328
	-	<u>47,134</u>	<u>47,134</u>

- 13** The income and expenditure for Bristol Hospitality Network is being managed by Bristol Refugee Rights  
A summary of the transactions are as follows:

	£
Balance b/wd	8,866
Income received	5,627
Expenses	<u>(5,274)</u>
Held on behalf of BHN	<u>9,219</u>

- 14** The Unrestricted funds is made up of a number of designated funds and general reserves, as follows:

	<b>2014</b>	<b>2013</b>
	£	£
BRR Sue Njie Hardship Fund	<b>3,024</b>	4,837
BRR LARA Fund	<b>2,309</b>	2,449
BRR Dignity for Asylum Seekers Fund	<b>1,529</b>	788
BRR Stress Counselling Fund	<b>1,548</b>	1,548
BRR Ethical Campaigning Fund	<b>681</b>	2,500
BRR Detention Expenses Fund	<b>237</b>	-
Total Designated Funds	<u><b>9,328</b></u>	12,122
BRR General Reserves	<u><b>17,797</b></u>	16,432
Total Unrestricted Funds	<u><u><b>27,125</b></u></u>	<u><u>28,554</u></u>

**15 Trustee expenses**

No trustees received reimbursement for expenses during the year

**16 Company limited by guarantee**

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