

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

**31 MARCH 2015**

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

**Bristol Refugee Rights**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2015**

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# Bristol Refugee Rights

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

**YEAR ENDED 31 MARCH 2015**

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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	Chair	
Malcolm Jenner	Treasurer	
Abdi Osman Mohamed	Vice Chair	
Richard Henderson		
Forward Maizokwadzo		
James Jatta		
Mary Griggs		from 13th May 2014
Andrew May		from 14th October 2014
Adam Mohamed		from 14th October 2014
Chris Bertram		from 14th October 2014
Nasim Dumont		from 14th October 2014
Daahir Mohamed		until 14th October 2014
Zahra Kosar		until 14th October 2014

### 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

Cambridge and Counties Bank  
Charnwood Court  
New Walk  
Leicester  
LE16TE

# **Bristol Refugee Rights**

## **TRUSTEES REPORT**

**YEAR ENDED 31 MARCH 2015**

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The Trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2015.

### **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 2015

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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 was an incredibly difficult one for Bristol Refugee Rights (BRR), but, due to the commitment and professionalism of our staff team, the excellent leadership of our Director, Beth, and the dedication of our volunteers, we made it through, and are now in an even stronger position to support our members!

We had a major funding difficulty early in the year, where some long term substantial grants had finished, and we had not been successful in securing new ones. As a result, we appealed to our members and Friends and Supporters for help, and had a brilliant response, and now have a regular monthly income which we can use to keep us afloat. We are also really grateful to Bristol City Council who recognised the need for an interim funding solution and helped us get through. Our Director, Beth, and fundraiser, Ruth, supported by the rest of the team, have churned out funding bids and monitoring reports all year, and you will see from the Treasurer's report that we have now secured some further trust and other funding to make our financial situation secure. We are obviously really pleased that funders have recognised the quality of our work and agreed to extend funding or to grant us new monies.

Not a day passes without news of another horrific story of the atrocities that refugees and asylum seekers face, and it is now estimated that 60 million people are displaced from their home countries - some have now been in camps for a whole generation. If we believed the media, we would imagine they are all headed to England, but the vast majority are being supported by neighbouring countries nearby that can barely support their own populations. We have a new Media, Campaigns and Communications (MCC group) who are looking at what we can do locally to challenge some of the myths that are prevalent, and the constant confusion between economic migrants and refugees.

Our Human Rights Day event focussed on the Detention Inquiry and the atrocious way in which detained asylum seekers are treated, and we need to do all we can now to encourage the Government to implement the recommendations in the all-party report and to address some of the worst aspects of an inhumane system.

We have a wonderful staff team at BRR, and they provide a range of high quality services that members often tell us are genuinely life changing. Our new work on 'wellbeing' is much needed, and will hopefully develop further, and we are pleased to be able to expand our advice and information and 'VOICE' work with Lottery funding. Sadly we have lost some key members of staff during the year, Joy, Rachael and Sam Sam, and we are really grateful for all the hard work they put into BRR and hope they will stay in touch in their new roles. During the year, Mohammed started with us as a trainee in the Welcome Centre and Chrys began work in the AID team, and we are really pleased to have them on board. A particular thank you also goes to Danny, who, during the year was very flexible in helping to cover shifts at the Centre when there were gaps.

Looking to next year, it will be a time of great change as Alice and Beth will both be on maternity leave, and we will lose the much appreciated support of our long term administrator and finance guru, Ruth Nott. However, we welcome Qerim and Matt to the team and I am sure that we will continue to provide the quality services that our members need and to develop new initiatives. So.....thank you

# Bristol Refugee Rights

## TRUSTEES REPORT

YEAR ENDED 31 MARCH 2015

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so much to my fellow Trustees and to all the staff and volunteers for all their hard work and support during the year.

Ruth Pickersgill MBE  
Chair, Bristol Refugee Rights

### 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:

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

Date .....2015

# Bristol Refugee Rights

## INDEPENDENT EXAMINERS REPORT

YEAR ENDED 31 MARCH 2015

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I report on the accounts of the company for the year ended 31st March 2015 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

.....2015

# Bristol Refugee Rights

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

YEAR ENDED 31 March 2015

		Unrestricted Funds	Restricted Funds	Total Funds 2015	Total Funds 2014
	Note	£	£	£	£
<b>Incoming resources</b>					
<i>Incoming resources from generated funds</i>					
Voluntary income	2	40,476	-	40,476	19,323
Activities for generating funds		7,614	-	7,614	2,443
Investment income		151	-	151	184
<i>Incoming resources from charitable activities</i>	3	-	220,315	220,315	249,034
<b>Total incoming resources</b>		<u>48,241</u>	<u>220,315</u>	<u>268,556</u>	<u>270,984</u>
<b>Resources expended</b>					
<i>Costs of generating funds</i>					
Fundraising		894	-	894	1,560
<i>Charitable activities</i>	4	18,837	222,781	241,618	255,341
<i>Governance costs</i>	5	430	8,056	8,486	8,510
<b>Total resources expended</b>		<u>20,161</u>	<u>230,837</u>	<u>250,998</u>	<u>265,411</u>
<b>Net incoming resources</b>		28,080	(10,522)	17,558	5,573
<b>Transfer between Funds</b>		-	-	-	-
<b>Total funds at 1 April 2014</b>		27,125	20,009	47,134	41,561
<b>Total funds at 31 March 2015</b>	12	<u>55,205</u>	<u>9,487</u>	<u>64,692</u>	<u>47,134</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 2015

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	Note	£	2015 £	2014 £
<b>Current assets</b>				
Debtors	9	4,145		5,417
Cash at bank		150,695		94,922
Cash in hand		718		917
		<u>155,558</u>		<u>101,256</u>
<b>Creditors : Amounts falling due within one year</b>				
	10	(90,866)		(54,122)
<b>Net assets</b>			<u>64,692</u>	<u>47,134</u>
<b>Funds</b>				
Restricted funds	11	9,487		20,009
Unrestricted funds	11	55,205		27,125
			<u>64,692</u>	<u>47,134</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 2015

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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 2015

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### 2 Voluntary Income

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2015</b>	<b>Total Funds 2014</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Subscriptions and Donations	26,019		26,019	9,480
Hardship Fund Donations	703		703	2,903
Detention Fund Donations	-		-	43
Membership Fees	2,494		2,494	45
Gift Aid	3,739		3,739	1,000
LARA Fund Donations	974		974	1,832
Dignity for Asylum Seekers Fund	4,510		4,510	1,790
Miscellaneous Income	2,037		2,037	2,230
	<u>40,476</u>	<u>-</u>	<u>40,476</u>	<u>19,323</u>

### 3 Incoming resources from charitable activities

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2015</b>	<b>Total Funds 2014</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Grants	-	220,315	220,315	244,364
Recharges	-	-	-	4,670
	<u>-</u>	<u>220,315</u>	<u>220,315</u>	<u>249,034</u>

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# Bristol Refugee Rights

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 March 2015

### 4 Charitable activities

	Unrestricted Funds	Restricted Funds	Total Funds 2015	Total Funds 2014
	£	£	£	£
Salaries and social security costs	9,281	159,491	168,772	155,233
Supplies	578	8,595	9,173	8,422
Interpreting	-	1,410	1,410	1,073
Creche	-	10,502	10,502	6,676
Campaigns	526	-	526	1,819
Dignity for Asylum Seekers	2,502	-	2,502	1,049
Hardship Fund Payments	375	-	375	4,717
Trips	938	384	1,322	1,151
LARA Expenses	2,137	-	2,137	1,972
<i>Support costs</i>				
Room Hire	289	22,339	22,628	24,485
Catering	340	4,759	5,099	5,171
Publicity	134	-	134	505
Training	216	4,432	4,648	4,451
Staff recruitment	-	347	347	1,198
Photocopying/Postage/Stationery	529	2,480	3,009	6,281
Computer & Internet Expenses	99	653	752	2,395
Memberships	58	727	785	774
Miscellaneous (ACTA)	-	-	-	20,653
Telephone	19	2,281	2,300	1,699
Travel & Meetings	816	4,381	5,197	5,406
Equipment & Furniture	-	-	-	211
	<u>18,837</u>	<u>222,781</u>	<u>241,618</u>	<u>255,341</u>

### 5 Governance costs

	Unrestricted Funds	Restricted Funds	Total Funds 2015	Total Funds 2014
	£	£	£	£
Governance & Annual Report	79	1,410	1,489	1,277
Accountancy fees	-	800	800	800
Insurance	108	616	724	813
Safeguarding	74	480	554	740
Evaluation	-	2,170	2,170	2,000
Payroll Fees	169	1,124	1,293	1,027
User Engagement	-	1,456	1,456	1,853
	<u>430</u>	<u>8,056</u>	<u>8,486</u>	<u>8,510</u>

### 6 Net incoming resources for the year

This is stated after charging:

	2015	2014
	£	£
Independent Examiners' fees	<u>800</u>	<u>800</u>

**Bristol Refugee Rights**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 March 2015**

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**7 Staff costs and numbers**

The aggregate payroll costs were:

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Wages and salaries	174,156	161,323
Social security costs	8,874	10,483
	<u>183,030</u>	<u>171,806</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>2015</b>	<b>2014</b>
	<b>No.</b>	<b>No.</b>
	<u>7</u>	<u>7</u>

**8 Taxation**

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

**9 Debtors**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Gift Aid	2,500	1,000
Miscellaneous Debtors	-	3,092
Prepayments	1,645	1,325
	<u>4,145</u>	<u>5,417</u>

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

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Trade creditors	7,629	5,681
Grant held on behalf of Bristol Hospitality Network	9,234	9,219
Deferred Income	72,083	33,187
Accruals:		
Accountancy	800	800
Miscellaneous	1,120	5,235
	<u>90,866</u>	<u>54,122</u>

**Bristol Refugee Rights**  
**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 March 2015**

**11 Movement in funds**

	At 01-Apr 2014 £	Incoming resources £	Outgoing resources £	Transfers £	At 31-Mar 2015 £
<b>Restricted funds</b>					
AB Charitable Trust	8,596	-	(8,596)	-	-
BBC Children In Need	-	25,258	(25,210)	-	48
BCC Moving On Group	413	-	(413)	-	-
Big Lottery Fund 2011-14	5,871	27,554	(33,425)	-	-
Big Lottery Fund 2015-16	-	750	(225)	-	525
Bristol City Council	-	75,550	(73,834)	-	1,716
Church Urban Fund	1,543	-	(1,388)	-	155
Henry Smith	1,667	35,300	(34,138)	-	2,829
Hilden Trust	1,080	-	(1,080)	-	-
Lloyds Foundation	-	12,500	(10,520)	-	1,980
Mayor's Fund	-	1,920	(1,920)	-	-
Merchant Venturers	-	2,500	(2,500)	-	-
Quartet Express	-	1,400	(1,400)	-	-
Refugee Action - Safety Day	509	-	-	-	509
Smoke Free Bristol	-	5,000	(3,803)	-	1,197
Tudor Trust 2011-14	330	22,168	(22,498)	-	-
Tudor Trust 2014-16	-	10,415	(9,887)	-	528
	<u>20,009</u>	<u>220,315</u>	<u>(230,837)</u>	<u>-</u>	<u>9,487</u>
<b>Unrestricted funds</b>					
General funds	17,797	42,054	(14,605)	-	45,246
Designated funds (see note 14)	9,328	6,187	(5,556)	-	9,959
<b>Total funds</b>	<u>47,134</u>	<u>268,556</u>	<u>(250,998)</u>	<u>-</u>	<u>64,692</u>

Purpose of restricted funds:

AB Charitable Trust	Core Costs - Communications and Fundraising
BBC Children In Need	Creche
Big Lottery Fund	AID and VOICE: Developing Community Engagement
Bristol City Council	Core Costs - Welcome Centre
Church Urban Fund	Kitchen Development and Cookery Project
Henry Smith	BRILL - English Classes
Hilden Trust	Core Costs - Volunteer Management
Lloyds Foundation	Core Costs - Volunteer Management
Mayor's Fund	Core Costs - Member Volunteer Expenses
Merchant Venturers	AID - Bridge Funding
Quartet Express	Bike Locks and Lights
Smoke Free Bristol	Contract with BCC
Tudor Trust	Core Costs - Main Office

# Bristol Refugee Rights

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 March 2015

### 12 Analysis of net assets between funds

	Tangible Fixed assets £	Other Net assets £	Total £
<b>Restricted funds</b>			
BBC Children In Need	-	48	48
Big Lottery Fund 2015-16	-	525	525
Bristol City Council	-	1,716	1,716
Church Urban Fund	-	155	155
Henry Smith	-	2,829	2,829
Lloyds Foundation	-	1,980	1,980
Refugee Action - Safety Day	-	509	509
Smoke Free Bristol	-	1,197	1,197
Tudor Trust 2014-16	-	528	528
	-	<u>9,487</u>	<u>9,487</u>
<b>Unrestricted funds</b>			
General funds	-	45,246	45,246
Designated funds	-	9,959	9,959
	-	<u>64,692</u>	<u>64,692</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	9,219
Income received	4,675
Expenses	<u>(4,660)</u>
Held on behalf of BHN	<u>9,234</u>

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

	2015 £	2014 £
BRR Sue Njie Hardship Fund	3,351	3,024
BRR LARA Fund	1,146	2,309
BRR Dignity for Asylum Seekers Fund	3,538	1,529
BRR Stress Counselling Fund	1,523	1,548
BRR Ethicall Campaigning Fund	164	681
BRR Detention Expenses Fund	237	237
Total Designated Funds	<u>9,959</u>	9,328
BRR General Reserves	<u>45,246</u>	17,797
Total Unrestricted Funds	<u>55,205</u>	<u>27,125</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.