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Charity Registration No. 1044681

Company Registration No. 2921143 (England and Wales)

THE EVELYN OLDFIELD UNIT
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2009



THE EVELYN OLDFIELD UNIT

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

T. Aanchawan (Chair)
G. Jusu-Sheriff (Deputy Chair)
J. Brown (Treasurer)
J. Shieh, OBE
P. Sathianesan
G. Adok
B. Bank-Anthony
Zemi Kael Habte - Mariam
A. Farah
M. Dardagan
H. Hagos
R. Jata
E. Michaels

Secretary

T. Deres

Charity number

1044681

Company number

2921143

Principal address

356 Holloway Road
London
N7 6PA

Auditors

H W Fisher & Company
Acre House
11-15 William Road
London
NW1 3ER

Bankers

CAF Bank Limited
Kings Hill
West Malling
Kent
ME19 4TA

National Westminster Bank Plc
P.O. Box 7406
490 Holloway Road
London
N7 6HN

THE EVELYN OLDFIELD UNIT

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**THE EVELYN OLDFIELD UNIT
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2009**

Introduction

The Trustees Board presents its report and accounts for the year ended 31 March 2009. The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the company's Memorandum and Articles of Association, the Companies Act 1985 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Structure, governance and management

The Company is a registered charity incorporated on 21 April 1994 and governed by the Memorandum and Articles of Association.

The trustees, who are also the directors for the purpose of company law, who served during the year were:

T. Aanchawan (Chair)	(Appointed 8 January 2009)
G. Jusu – Sheriff (Deputy Chair)	
J. Brown (Treasurer)	
J. Shieh OBE	
P. Sathianesan	
G. Adok	
B. Bank – Anthony	
Zemi Kael Habte – Mariam	
A. Farah	
M. Dardagan	(Appointed 4 December 2008)
H. Hagos	
R. Jata	(Appointed 4 December 2008)
E. Michaels	(Appointed 4 December 2008)
E Woube	(Retired 4th December 2008)
X Ademi	(Retired 4th December 2008)

None of the trustees has any beneficial interest in the company and guarantee to contribute one pound in the event of winding up.

The trustees board of the Evelyn Oldfield Unit are recruited accordingly to long established procedure.

Every year according to the constitution, one third of number of the trustees are required to resign and may if they choose, stand for election. The trustees are recruited from the Unit's pool of member organizations (including refugee community groups, second tier organizations, and individuals).

Membership of the Evelyn Oldfield Unit is a pre – requisite for eligibility to stand for election to the board of trustees and vote at the General Meeting (AGM). At least 21 days before the AGM, the list of members is published and distributed to the membership, who is then able to nominate members from the list for election to the board of trustees. The submitted names are then included in the election documents for the AGM together with a biography. At the AGM the new trustees are elected through a unanimous show of hands or voting with ballot boxes, if the number of vacancies is exceeded by the number of candidates.

A management committee or board of trustees whom the Chief Executive is accountable for governs the Unit. The organisation has a hierarchical structure where the CEO is responsible to the Chair and Management Committee and line manages the Sectorial Development Manager (SDM), and the Finance Manager (both form the senior management team). The SDM line manages 4 Development workers (the Development Team) and 2 Special Projects workers as well as the Administration Officer. The Management Committee has two subcommittees, the finance and general purpose, and personnel subcommittee. Both committees are accountable to the management committee, and make recommendations to the meetings of the Committee for further discussion and final decision.

Objects of the charity

The Charity's objects are to provide, facilitate and coordinate the provision of specialist aid and support services in order to provide improved services to RCOs and their communities through the provision of training, consultancy, issue based workshops, action oriented learning programs covering strategic and business plan, funding raising and financial management, governance and operational management, monitoring and evaluation, volunteering and mentoring, partnership working and merging, conflict resolution,

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mediation and reconciliation. The Unit continued to service a growing membership and performed a strategic role, supporting regional and national integration initiatives, promoting the contributions that refugees make to the wider society and fostering leadership development in the sector through partnership with the public and voluntary sectors.

Public Benefit

The Trustees have complied with their duty in section 4 of the Charities Act 2006 to have due regard to guidance published by the Charity Commission.

The Trustees have concluded:

1. That the aims of the organisation continue to be charitable;
2. That the aims and work done give identifiable benefits to the charitable sector and both indirectly and directly to individuals in need;
3. That the benefits are for public, are not unreasonably restricted in any way and certainly not by ability to pay; and
4. That there is no detriment or harm arising from the aims or activities.

The Charity activities / achievements and performances

1. Governance

The EOU now have an approved business plan which outlines our aims over the next 5 years. The completion of this document is through the collaborative effort of key stakeholders as well as all staff of the EOU. The business plan is an ambitious and challenging plan because, in an increasingly competitive funding environment compounded by economic down turn, the needs of our service users has become varied and complex. It seeks to provide more of the services they need. In addition, we realise and take into account the role of other service providers who are willing to develop closer working relationship and partnerships with the Unit, with the aim of maximising resources to the Refugee and Migrant communities sector.

In addition, The Board and Chief Executive have appointed a new Chair of the Unit, Tahera Aanchawan. Tahera has a background in Community development with a focus on equality and diversity. She has experience of Grant Assessment and has spent the past 11 years as a management consultant working with a diverse range of organisations and has served on a number of boards including the Health Development agency (now part of NICE), Transform Africa (Chair) and the Princess Diana Memorial Fund (Chair of Impact Committee).

2. EOU Restructure

The unit has undergone a restructure, establishing a new core Development Team, led by the appointment of a Sectoral Development Manager in June 2008. The aim of the restructure is to maximise strategic step-change for the refugee and migrant sector, increasing internal learning and sustainability for the organisation and its users, increase specialist knowledge within this sector, which will foster and increase internal and external opportunities for mutual learning and cross-referral between the Unit, other specialist organisations and policy-makers.

The Senior Management team is also part of the restructure and comprises the CEO, the SDM and the Finance Manager. Its purpose is to develop the infrastructure of the Unit and support the Unit's objectives in accordance with the business plan.

3. Achievements

Leaders Together Project: The Unit in partnership with the Time Bank has developed Leaders Together Project. The aim of the project is to match Leaders of the refugee communities in London, with senior staff/ Chief Executives of the Voluntary Sector. The relationship has mutual benefit to both parties. The Director of the refugee community organisation, who is the mentee, has the opportunity to be assisted by the Chief executive of the Mainstream organisation in areas covering fundraising, finance, personnel, communication and leadership skills. The mentor will increase his/her understanding of the refugee issues and challenges.

In the course of this year, Leaders Together matched 27 refugee community leaders with senior mentors from the mainstream voluntary sector, bringing the total number of pairs matched to 54 as of end of April 09.

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Pairs are being monitored and supported throughout their relationship through regular contact with the project manager. A longitudinal study is being carried out by an independent evaluator, based on in-depth follow-up of a small number of pairs as well as all feedback collected from pairs. An interim report was produced in May 08, a further report submitted in March 09 and the final report is due in June 09. 2 very successful networking events were held, where mentors and mentees had a chance to come together and share experiences.

Refugee Stories Project: The project started in May 2008 and will be completed in March 2010. This project is the second phase of the Refugee Community History Project. The aim of this project was to counter negative images of recent arrivals through public education work and to empower other Refugee and Migrant organisations to carry out their own oral history and heritage projects.

This project has made a difference in terms of raising awareness about refugees and the reasons they flee their country of origin. It has also encouraged other Refugee organisations to do their oral history project and to record their community history.

The success of this project has seen more educational institutions asking for workshops as well as 2 international requests for the use of the Stories resources from Canada and France. We have acquired 6 longer term volunteers. We have also presented 9 exhibitions on refugee week 2008, which were exhibited in different venues at different events across London, as well as promoted the project through the use of various forms such as film, DVD and CD.

Fundraising: The five year fundraising strategy of the Unit is now at the final stage of development and the fundraising activities will start by the end of May 2009.

Investor's in People: The Unit is pursuing and look set to achieve the Investors in People Award for 2009.

4. London Leader

Ken Livingstone, Mayor of London, launched a London Leaders Program on 15th October 2007 at the City Hall which focused on the promotion of the sustainability of London. 15 London Leaders, selected from different sectors had publicly signed their individual commitment to this initiative. In its endeavours to this, the CEO pledged to establish a network of refugee leaders with the aim of raising awareness on environmental issues including social, political, cultural, economical and natural environment and encourage their active participation. In realising this commitment, the CEO spoke at the Environmental Conference on 19th June 2008. The event was organised by Capacity Global and London 21 at the London Metropolitan University. The theme was "Environmental Justice" and the subject was "Refugee Environment Action London (REAL)."

Subsequently the CEO was interviewed by Myriam Hassen, Islington Gazette in August 2008. The focus was on his contribution to the Sustainability of London, Mayor's initiative and particular his contribution on Refugees and Environment.

5. Government of London

The Chief Executive of the Unit, as a member of BMER advisory committee of the Government of London has represented the voice of the members of the Evelyn Oldfield Unit in addressing issues affecting refugee communities, advised GOL on how to engage with RCOs locally and regionally.

6. Support For Refugee Community Organisations

6.1 Training Management

The Development Team has delivered 11 training sessions in the year 2008. Training was delivered to 116 representatives of RMCOs during these training sessions. A brief summary of topics adding the of its focus include **British Democracy: Past and Present**, developing integration and citizenship initiatives. **Greening Your Computers**, showcased free software to organisations that will assist them to save time, money and reduce their carbon footprint. **Surviving or Thriving – at Responding to the Recession event**, encouraged participants to challenge their thought process and be creative in developing new and sustainable ways of working. **Sustainable Fundraising**, looked at diversification of funding. **How is the recession affecting refugee and migrant community organisations and their communities?** Focused on current and

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potential future issues affecting RMCOs. **One-day conference - Beyond Survival: Responding to Recession** was held by the Evelyn Oldfield Unit. **Computer Skills for Financial Management** – Delivered in partnership with CASH. **Introduction to Social Enterprise** – Delivered in partnership with Social Enterprise London. **Improving Your Funding Communication**, a 3-session learning circle event. **Monitoring and Evaluating Outcomes Training**, this was an intensive 2-day course aimed at RMCOs and related second tier organisations. **Understanding and working with conflict**, delivered in partnership with conflict resolution organisation Conflict and Change and brought together a mixture of RMCO's, BME and mainstream organisations.

6.2 Partnership Development

During June to August 2008 various meetings and discussion were held by the CEO and SDM. They met with the Regional Director of CEMVO and networked with Minet, Employability Forum, Refugee Council, London 21, Global Capital, IPPR, London Leaders (GLA), LDA, Time Bank, Museum of London.

On the 21st August, the staff of the Evelyn Oldfield had an interview with Investors in People assessor and is progressing to achieve the Investors in People quality standard.

Other activities: Both the CEO and the SDM were involved in the recruitment of the Development workers. Chaired by Gladys Jusu- Sheriff, Deputy Chair of the Unit, other members include Grace Adok (MC member). Interviews were held on the 28 August 2008.

Conferences and Exhibitions attended: In June 2008, the CEO and SDM attended the Capacity Builders Conference in Birmingham and a two day ACF conference, (the CEO was present in his capacity as Trustee of the City Parochial Foundation). In July 2008, the CEO was also invited to the London Health Commission Award, organised by the Mayor Boris Johnson. On the back of the EOU's Partnership with City University's 'The Young Undocumented Migrants', the CEO attended a seminar to share the unit's experience on refugees and Migrants.

Volunteering Development Manager: Volunteering Development Project

A volunteer development manager completed his work with us in June 2008, after a 3 year commitment.

Other work: We have organised a very successful Conference titled "Beyond Survival – Responding to recession" on 30 March 2009 and the conference report will be produced by the end May 2009

The Development Team (DT) has worked extensively with groups to gain the knowledge and skills required to develop collaborative working practices. The DT has counted 39 incidences of training and support on collaboration. The team has initiated discussions on partnership and collaboration with the Somali collaboration – 4 groups and the Kosovan Albanian collaboration – 2 groups. In addition, training on collaboration is offered to several groups. Subsequently, the Cabindese group is currently forming a partnership with 2 other mainstream organisations to seek funding from the LDA and we are in the early stages of partnership development with Sangam Asian Women.

We have submitted the Project Business Plan to BIG (Big Lottery Fund), which is accepted. The Community Impact Project (CIP) started on 1st April 2009 as planned. The project will be officially launched in June during the refugee week.

6 Financial review

The charity is reporting a surplus for the year of £16,789 (2008: loss £51,231). Reserves carried forward total £137,684 at 31 March 2009 (2008: £120,895), of which £38,840 (2008: £22,466) represents restricted funds and £98,844 (2008: £98,429) unrestricted funds.

Grants receivable total £416,059 (2008: £451,225). Generous grants were received from the Capacity Builders Charitable Trust and continuous funding to March 2009 from the London Council (ALG) to employ a Sectorial Development Manager and equivalent to 3 Development Officers, including associated running and other direct costs such as consultancy, conferences and seminars, quality mark and training for RMCO's.

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In addition we would like to thank Henry Smith, City Bridge Trust, City Parochial Foundation and the Heritage Lottery Fund for their contribution.

The charity's running costs were £413,749 (2008: £514,958), £266,592 (2008: £282,321) of which related to salary costs.

Reserves Policy: It is the policy of the charity that unrestricted funds, which have not been designated for a specific purpose, should be maintained at a level equivalent from three to six month's expenses. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities whilst consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Details of funding sources, how expenditure in the year met objectives is outlined in the notes to the accounts on restricted funding.

7 Risk management

To reduce the risk of high staff turnover, due to lack of funding, and improve staff retention, the Unit is developing an effective fundraising strategy to secure funding. Moreover partial funding has now been secured for the next 5 years and a fundraising strategy for the remaining funding needed is in place and will start in June 2009. Additional resource will be commissioned to deliver the planned target for year 1 of the Unit's business strategy.

8 Disclosure of information to auditors

The Members have confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

Auditors

In accordance with Section 385 of the Companies Act 1985, a resolution proposing that H W Fisher and Company be reappointed as auditors of the company will be put to the annual general meeting.

On behalf of the Board of Trustees

Name: T Aanchawan (Chair)



Dated: 30 JULY 2009

THE EVELYN OLDFIELD UNIT

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing accounts giving a true and fair view, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the accounts comply with the Charities Act 1993 and the provisions of the trust deed. 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.

THE EVELYN OLDFIELD UNIT

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF THE EVELYN OLDFIELD UNIT

We have audited the accounts of The Evelyn Oldfield Unit for the year ended 31 March 2008 set out on pages 8 to 16. These accounts have been prepared under the accounting policies set out on page 10.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As described on page 6, the trustees who are also the directors of the Evelyn Oldfield Unit for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether in our opinion the information given in the Trustees' Report is consistent with the accounts, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charity is not disclosed.

We read other information contained in the Trustees' Report, and consider whether it is consistent with the audited accounts. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the accounts. Our responsibilities do not extend to any other information.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the accounts, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the accounts.

Opinion

In our opinion the accounts:

- the accounts give a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice of the state of the charity's affairs as at 31 March 2008 and of its incoming resources and application of resources in the year then ended;
- the accounts have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Trustees' report is consistent with the accounts.



H W Fisher & Company

Chartered Accountants and Registered Auditor

Acre House

11 - 15 William Road

London

NW1 3ER

United Kingdom

Dated: 18 August 2009

THE EVELYN OLDFIELD UNIT

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2009

	Note	Unrestricted £	Restricted £	2009 Total £	2008 Total £
<u>Incoming resources from generated funds</u>					
Voluntary income	2	10,999	-	10,999	7,231
Investment income	3	3,480	-	3,480	5,272
		<u>14,479</u>	<u>-</u>	<u>14,479</u>	<u>12,503</u>
Incoming resources from charitable activities	4	-	416,059	416,059	451,224
		<u>-</u>	<u>416,059</u>	<u>416,059</u>	<u>451,224</u>
Total incoming resources		<u>14,479</u>	<u>416,059</u>	<u>430,538</u>	<u>463,727</u>
<u>Resources expended</u>					
	5				
<u>Charitable activities</u>					
Refugee support and aid		6,697	399,685	406,382	506,132
		<u>6,697</u>	<u>399,685</u>	<u>406,382</u>	<u>506,132</u>
Governance Costs		7,367	-	7,367	8,826
		<u>7,367</u>	<u>-</u>	<u>7,367</u>	<u>8,826</u>
Total resources expended		<u>14,064</u>	<u>399,685</u>	<u>413,749</u>	<u>514,958</u>
Net income for the year/ Net movement in funds	4	415	16,374	16,789	(51,231)
		<u>415</u>	<u>16,374</u>	<u>16,789</u>	<u>(51,231)</u>
Fund balances at 1 April 2008		<u>98,429</u>	<u>22,466</u>	<u>120,895</u>	<u>172,126</u>
Fund balance at 31 March 2009		<u><u>98,844</u></u>	<u><u>38,840</u></u>	<u><u>137,684</u></u>	<u><u>120,895</u></u>

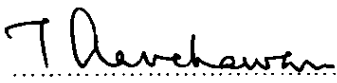
The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 1985.


THE EVELYN OLDFIELD UNIT

BALANCE SHEET AS AT 31 MARCH 2009

		2009		2008	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	8		-		536
Current assets					
Debtors	9	43,737		28,468	
Cash at bank and in hand		168,095		157,369	
		<u>211,832</u>		<u>185,837</u>	
Creditors amounts falling due within one year	10	(74,148)		(65,478)	
Net current assets			137,684		120,359
Total assets less current liabilities			<u>137,684</u>		<u>120,895</u>
Income funds					
Restricted funds	11		38,840		22,466
Unrestricted funds			98,844		98,429
			<u>137,684</u>		<u>120,895</u>

The accounts approved by the board on 30 July 2009


T. Aanchawan
Chair


J. Brown (Treasurer)
Trustee

THE EVELYN OLDFIELD UNIT

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2009

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The charity has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement on the ground that it is a small charity.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 1985.

1.2 Incoming resources

Income has been recognised gross on the basis of entitlement, certainty and measurement.

Donations and legacies income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement.

Grants are recognised in full in the Statement of Financial activities in the year in which they are receivable or any requirement imposed on the grant is fulfilled.

Investment income is recognised on a receivable basis.

1.3 Resources Expended

Expenditure is recognised on an accruals basis, inclusive of value added tax.

Expenditure relating to Refugee Support and Aid are those elements of expenditure directly incurred in performing these activities.

Governance costs include those costs incurred in the governance of the charity's assets and are primarily associated with constitutional and statutory requirements.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Refugee community history project equipment	50% Straight line
Computer equipment	33.33% Straight line
Fixtures, fittings & equipment	33.33% Straight line

1.5 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

1.6 Pensions

This charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.7 Accumulated funds

Unrestricted funds are general funds that are available for the use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

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NOTES TO THE ACCOUNTS CONTINUED FOR THE YEAR ENDED 31 MARCH 2009

2	Voluntary income	2009 £	2008 £
	Membership subscription	490	590
	Grants receivable for core activities	10,509	6,641
		<u>10,999</u>	<u>7,231</u>

3	Investment income	2009 £	2008 £
	Interest receivable	<u>3,480</u>	<u>5,271</u>

4	Incoming resources from charitable activities	2009 £	2008 £
	Restricted Grants	<u>416,059</u>	<u>451,225</u>

Included within income relating to restricted grants are the following grants:

London Councils (ALG)	(12,094)	120,000
London Councils (ALG) (extended project)	77,613	-
Big Lottery Fund	7,187	59,455
Bloomberg LP	-	42,860
Bridge House Trust	-	36,667
Capacity Builders	125,000	29,448
City Parochial Foundation	85,959	31,835
Employability Forum	-	4,359
Goldsmith	1,000	-
Heritage Lottery Fund	25,000	-
Home Office Strategic	-	61,500
Henry Smith Trust	38,607	-
City Bridge Trust	16,500	-
Timebank	51,287	65,101
	<u>416,059</u>	<u>451,225</u>

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NOTES TO THE ACCOUNTS CONTINUED FOR THE YEAR ENDED 31 MARCH 2009

5	Total resources expended	Staff costs	Depreciation	Other costs	Total	Total
		£	£	£	2009	2008
					£	£
	Charitable activities					
	<u>Refugee support and aid</u>					
	Activities undertaken directly	266,592	536	139,254	406,382	506,132
	Governance costs	-	-	7,367	7,367	8,826
		<u>266,592</u>	<u>536</u>	<u>146,621</u>	<u>413,749</u>	<u>514,958</u>

Governance costs includes payments to the auditors of £6,000 (2008: £4,500) for audit fees.

Other governance costs comprise:	2009	2008
	£	£
Audit fees	6,000	4,500
AGM costs	1,367	2,089
	<u>7,367</u>	<u>6,589</u>

- 6 **Trustees**
None of the trustees (or any persons connected with them) received any remuneration during the year, but were reimbursed a total of £153.50 for travelling expenses £ (2008: were reimbursed £189 for travelling expenses).

7 Employees		
The average monthly number of employees during the year was:	2009	2008
	Number	Number
Average number of employees	<u>8</u>	<u>8</u>
Employment costs	2009	2008
	£	£
Wages and salaries	233,400	237,218
Social security costs	23,313	25,302
Other pension costs	9,879	19,801
	<u>266,592</u>	<u>282,321</u>

There were no employees whose annual emoluments were £60,000 or more.

THE EVELYN OLDFIELD UNIT

NOTES TO THE ACCOUNTS CONTINUED FOR THE YEAR ENDED 31 MARCH 2009

8	Tangible fixed assets	Refugee community history project equipment £	Computer equipment £	Fixtures, fittings & equipment £	Total £
	Cost				
	At 1 April 2008	12,217	4,672	37,012	53,901
	Additions in year	-	-	-	-
	Disposals in year	-	-	-	-
	At 31 March 2009	12,217	4,672	37,012	53,901
	Depreciation				
	At 1 April 2008	12,217	4,136	37,012	53,365
	On Disposals	-	-	-	-
	Charge for the year	-	536	-	536
	At 31 March 2009	12,217	4,672	37,012	53,901
	Net book value				
	At 31 March 2009	-	-	-	-
	At 31 March 2008	-	536	-	536
9	Debtors			2009 £	2008 £
	Prepayments and accrued income			43,737	28,468
				43,737	28,468
10	Creditors amounts falling due within one year			2009 £	2008 £
	Other creditors			47,249	35,978
	Accruals			11,899	4,500
	Deferred income			15,000	25,000
				74,148	65,478

THE EVELYN OLDFIELD UNIT

NOTES TO THE ACCOUNTS CONTINUED FOR THE YEAR ENDED 31 MARCH 2009

11 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes.

	Movement in funds			
	Balance at 1 April 2008	Incoming resources	Resources expended	Balance at 31 March 2009
	£	£	£	£
London Councils (ALG)	12,096	(12,096)	-	-
Big Lottery Fund	2,182	7,187	9,369	-
Heritage Lottery Fund	303	-	-	303
Lloyds TSB	1,006	-	-	1,006
Trust for London	6,500	-	-	6,500
Misc Fund	379	-	-	379
Timebank LDA Time Together	-	23,679	23,679	-
Timebank LDA Leaders Together	-	27,608	27,608	-
Refugee Community History Project	-	56,569	47,657	8,912
Development Team	-	243,279	225,137	18,142
Director	-	68,833	65,235	3,598
Goldsmith	-	1,000	1,000	-
	<u>22,466</u>	<u>416,059</u>	<u>399,685</u>	<u>38,840</u>

THE EVELYN OLDFIELD UNIT

NOTES TO THE ACCOUNTS CONTINUED FOR THE YEAR ENDED 31 MARCH 2009

The Grants allocated to the Restricted Fund are for specific purposes. Support from the Unrestricted Fund is provided to cover any shortfall in a particular year. Details of the grants received in 2008-2009 are given below.

London Councils (Formerly Association of London Government)

Funds of £12,096 was bought forward from last year and returned to London Council.

Big Lottery Fund

The net funds of £7,187 were received during the year for the purpose of employing a Volunteering Development Manager and the relevant running expenses. It also covered the fees for freelance and consultancy work in this area. The project ended in May 2008.

Refugee Community History Project

Funds of £25,000 was received from the Heritage Lottery fund and £31,569 from City Parochial Foundation. These funds were used to employ a Coordinator and associated running cost to empower refugee and migrant organisations to carry out their own oral history and heritage projects.

Development Team

Funds of £24,166 was received from Henry Smith, £77,613 was received from (ALG), £125,000 was received from Capacity Builders and £31,500 was received from City Bridge Trust of which £15,000 was deferred to 09.10. These funds were used to employ Developments workers and there associated costs. To provide one to one support, training and consultancy and create new models of different community engagements and intervention to RMCO's.

Director

Funds of £54,390 were received from City Parochial Foundation and £14,443 from Henry Smith during the year. These funds were utilised in employing the Director to manage the Unit's strategic services delivery and the associated running costs.

Time bank Time Together

The total of £23,679 was awarded for the year. These funds were used to employ a Coordinator and associated running costs to match mentor for mentees to help asylum seekers to reclimate. This project came to an end in September 2008.

Time bank Leaders Together

The total of £27,608 was awarded for the year. These funds were used to employ a Coordinator and associate running costs to bring together leaders of the mainstream voluntary sector to help leaders of refugee community organisations to increase their skills and knowledge.

THE EVELYN OLDFIELD UNIT

NOTES TO THE ACCOUNTS CONTINUED FOR THE YEAR ENDED 31 MARCH 2009

12	Analysis of net assets between funds	Unrestricted funds	Restricted funds	Total
		£	£	£
	Fund balances at 31 March 2009 are represented by:			
	Tangible fixed assets		-	-
	Current assets	98,844	112,989	211,833
	Creditors amount falling due within one year	-	(74,149)	(74,149)
		<u>98,844</u>	<u>38,840</u>	<u>137,684</u>

13 Commitments under operating leases

At 31 March 2009 the company had annual commitments under non-cancellable operating leases as follows:

	Land and buildings	
	2009	2008
	£	£
Expiry date:		
Between two and five years	<u>10,667</u>	<u>10,667</u>