

Asylum Welcome

(A company limited by guarantee)

Report and Financial Statements

For the Year Ended March 31 2015

Charity no: 1092265
Company no: 4361627

FRIDAY



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COMPANIES HOUSE

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Legal and administrative information

Charity Name and Number

Asylum Welcome: Charity number: 1092265. Company number: 4361627.

Directors and trustees:

Bob Wilkes (Chair)
Marcus Thompson MBE (Deputy Chair)
Renee de Louw ACA (Treasurer)
Judy Boon
Belinda Coote
Melanie Griffiths
John Prangle
Wyon Stansfeld
Professor Roger Zetter

Tamsin Smith (Retired 10.9.14)
Professor Lucy Vickers (Retired 10.9.14)

Secretary

Olive Gearing

Chief Executive

Kate Smart

Registered Office

Unit 7 Newtec Place, Magdalen Road, Oxford, OX4 1RE

Independent Examiner

Peter Stevenson FCA, 8 Harbord Road, Oxford OX2 8LJ

Bankers

The Co-operative Bank plc, PO Box 250, Skelmersdale WN8 6WT
CafCash Ltd, Kings Hill, West Malling, Kent ME19 4TA

Solicitors

Blake Lapthorn Linnell, Seacourt Tower, West Way, Oxford OX2 0FB

Report of the Trustees

For the year ended March 31 2015

The Trustees are pleased to present their report together with the financial statements of the charity for the year ended March 31 2015.

The legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles and the Statement of Recommended Practice – Accounting and Reporting by Charities.

Structure, Management and Governance

Asylum Welcome is a company limited by guarantee and a registered charity governed by its memorandum and articles of association and established on January 28 2002.

The directors of the charitable company (“the charity”) are its trustees for the purposes of charity law, and throughout this report are collectively referred to as the “trustees”. As set out in the Articles of Association, the members of the charitable company who attend the Annual General Meeting elect the trustees.

The Board of Trustees (the Board) governs the charity, and consists of between 6 and 12 trustees, elected, each for a three year term, by the Members at the Annual General Meeting (“AGM”). In addition to the elected members, the Board may co-opt up to three members between AGMs. At the AGM each year, one third of the elected trustees retire as well as those co-opted during the year, and they may offer themselves for re-election. The Board must hold at least three meetings each year, but in practice the Board meets every two months.

A Chief Executive Officer, with the title “Director”, is appointed by the Board to manage the day-to-day operation of the charity, and to lead the staff team and the volunteers. The Director has delegated authority, within the terms of the delegation appointed by the Board, for operational matters including finance, employment and asylum and refugee related issues. This delegation of authority was reviewed last year and has continued in use this year.

New trustees undergo an orientation to brief them on their legal obligations under charity and company law. During this induction they meet staff members and other trustees. Trustees are encouraged to attend appropriate training events where these will improve their skills as trustees. An inventory of the individual trustee’s skills and experience is regularly updated.

The Board of Trustees works with two sub-committees, each with an appointed chair: Governance and Human Resources, and Finance. The committees are generally delegated to deliberate and formulate proposals to be agreed by the Board. The director normally attends in an executive/advice support capacity. The Chair of Trustees is member of both committees.

During the year, the Trustee led Advocacy, Campaigns, and Events committee was disbanded. Renewed activity in other groups in Oxford, among them the City of Sanctuary, is ensuring that much advocacy work is done locally. The Trustees need to consider how such activity carried out specifically on behalf of Asylum Welcome will be well resourced and organised.

The Trustee led Detention Working Group worked informally, making a vital contribution to submissions made to a number of inquiries.

During the year, Asylum Welcome recruited some asylum seekers and refugees as members and as volunteers, and one new staff member first came to the UK as an asylum seeker. The long-term aim is to enable them to contribute to the decision-making also at Board level, by offering themselves for election as trustees.

Objects and Activities

The charity's objects are to provide charitable assistance for the relief of poverty, sickness, and distress and for educational purposes, for the benefit of asylum seekers, refugees and those who are or have been or may be detained by the immigration authorities, principally for those living in or having a connection with Oxfordshire or detained at Campsfield House.

The charity expresses its Vision and Values as follows:

Our vision:

Asylum seekers, refugees and detainees feel welcome, respected and understood as members of a caring community. They live in dignity with hope for the future: they can exercise their rights and have their cases fairly considered, they can access services to meet their needs, and they have opportunities to develop and share their talents.

Our values:

Common humanity: We are all one people, part of a local and a global community

Social justice: A fair and compassionate society provides rights and opportunities for all people

Voluntary action: Through enabling volunteers to give their time generously to help others, much can be achieved

Asylum Welcome provides the following services:

The Information & Signposting Service gives advice and assistance on a range of issues and makes referrals to other local services. Asylum seekers and refugees (our clients) can either arrange an appointment with a volunteer or drop into our office, which is a Welcome Centre open three days per week, where computers are provided.

Refugee Rights support: as a specialist part of the support, the service works with lawyers and supports asylum seekers to attend meetings with their lawyers and to present their asylum claims.

The Service for Detainees provides visitors, advice and support for detainees in Campsfield Immigration Removal Centre, and their families. Our volunteers work with detainees to explore their options and, with relevant organisations, to meet their needs.

The Youth Service provides a social club (“Venda”) and additional individual casework support for young people who have arrived in the UK without parents or guardians. We work together with local social services to support these clients.

The Education Service gives advice on college courses, arranges access to other educational courses and provides one-to-one English lessons.

The Food Bank, providing free fresh and packaged food, and the weekly Lunch Club, offering a hot meal to asylum seekers and refugees, are efforts to alleviate hardship and to provide the chance to socialize.

Through advocacy and holding events Asylum Welcome aims to promote understanding and increase awareness of the experiences of asylum seekers, refugees and detainees among local people, politicians and the media.

Public Benefit

The Trustees of the Charity have had due regard to the objectives of the Charity as set out above, and also to the guidance on public benefit published by the Charity Commission, in exercising their powers and duties.

Our main activities to support asylum seekers, refugees and detainees are described above. They benefit from the charity’s activities in the following ways:

- Users of our information and signposting service received advice and support because they often do not understand their rights and responsibilities in this country. Our clients require help communicating with their lawyers, registering with a GP, finding a school for their children, looking for accommodation and making applications for asylum support payments and welfare benefits.
- Detainees at Campsfield rely on our volunteers to visit them and make sure they are getting treatment for health problems, that family and friends know where they are, and that they are in effective communication with their lawyers.
- Our Food Bank clients are people who have insufficient income properly to feed themselves and their families. Some have no recourse to public funds and are destitute. They need donations of food simply to survive.
- Understanding the language and cultural expectations is critical for the integration of asylum seekers and refugees. Our Education and Youth Services provide a safe space to socialize and explore British cultural norms. Our service users benefit from English language tuition, and they can obtain bus passes for college, and help with their homework and job applications.

Achievements and Performance

In the year ended March 31, 2015 the charity has worked to the annual plan and the budget in sustaining its activities, as follows:

The Services:

The Welcome Centre: the improvements of last year have been added to, particularly with facilities for young families. A second interview room was built by clients and Skype was installed on the computers. 847 people (plus dependents) were helped across all our services.

Information and Signposting Service: an experienced staff member, formerly of the Refugee Council, was recruited this year to lead and coordinate this service, contributing his expertise. Asylum Welcome was able to register to give immigration advice at OISC (Office of the Immigration Service Commissioner) Level 1. 167 people (plus dependents) were helped by this service. Our staff and volunteers deal with a wide range of needs but one particular, and significant, challenge in Oxford is the price of housing.

Refugee Rights Support: benefitting from funds from an anonymous donor, support has been given to an increasing number of asylum seekers with legal processes, in the context of a harsher regulatory framework.

Employment and IT advice: having developed the computer area in the previous year, a new volunteer with strong IT experience has helped the 144 visitors to the computers with their IT skills and with CV writing and job applications. A laptop is also provided at the Venda youth club.

Service for detainees: the staff member who leads the I & S service also leads the Detainee service. Early in the year, a new arrangement was achieved with the welfare Office at Campsfield House. Our service, through a team of volunteer visitors, covered the range of needs dealt with during last year but to a larger number of people: 417. Small amounts of funds have helped with, for instance, the purchase of phone cards.

Youth Service: the staff member leading this service is the longest serving staff member and is an experienced social worker, supported by volunteers. Attendance at Venda has grown to an average of 30 people weekly, and summer outings were arranged. Nearly 82 people were helped by the service. Those who reach the age of 18, having spent most of their lives in this country, are finding that it is much harder now to achieve leave to remain.

The Education Service: over 40 people contacted the service, and were given advice. Of these 41 were referred onto a course elsewhere and 21 were given one-to-one English lessons at Asylum Welcome.

The Food Bank and Lunch Club: a new volunteer, with experience of food banks, is strengthening the organisation of this service, which is facing increasing needs among asylum seekers. About 30 people per month come for food. The Lunch Club caters for about 12 people each week, and plans are in hand to provide a service suitable for families with young children.

New initiatives: new connections are developing with bike recycling projects (which led to a donation of 25 children's bikes), with Oxgrow. A "speakers group" and a "reading group" are being explored.

The Members, Volunteers, Staff, Partners, Patrons and Trustees.

Membership increased to about 220, and free membership was offered to clients, some of whom joined.

Over 100 volunteers are active in Asylum Welcome at any one time, with a measure of turn-over happening through the year. Some volunteers have served for many years and their dedication was acknowledged, with Certificates, at the AGM in September 2014. A new Volunteer Coordinator joined the staff during last year, after a period of vacancy for this post, and this year she has made a positive difference in managing the volunteer work and in the training of volunteers. More people from refugee backgrounds have become volunteers.

For most of this year there has been a full complement of staff, after the recruitment of the Finance Officer and the Coordinator of Adult Services (I & S and Detention). There has been some staff restructuring. There are 7 staff members, working the full-time equivalent of slightly more than 4, one of whom is Asylum Welcome's first staff member who arrived in the UK as an asylum seeker. The staff give strong support to the services and provide an effective "back office" support. An HR consultant helped in the review of staff policies, staff salaries and the salary structure.

As reported in the Trustees Report last year, charges of fraud were brought against a previous staff member. The person pleaded guilty at the trial in October 2014 and was sentenced. The coverage in the local media was supportive to the charity.

Asylum Welcome participates strongly in a number of partnerships, both with statutory agencies, such as social services and Campsfield House, and with voluntary groups with a shared commitment to asylum seekers, refugees and detainees. OAAST (Oxford Advice Agencies Stronger Together) is a strong forum. Particular conversation have begun with Refugee Resource, exploring greater collaboration.

Uwe Kitzinger, our Patron, continued to give invaluable support to Asylum Welcome from his considerable experience and knowledge. The year was saddened by the death of Terry Ranger, one of the founders of Asylum Welcome and later a Patron.

The Trustee body has changed over the past three years, with a number of new people elected at the AGM in September 2013. During this year two new people were co-opted and then elected at the AGM in September 2014: Bob Wilkes (chair) and Renee de Louw (treasurer).

The AGM in September 2014 was well attended and was enhanced by strong presentations, by stalls of other organisations and by the serving of food.

Public awareness

Asylum Welcome participated fully in the 2014 Refugee Week events – the planning group for which was led by one of the trustees. Asylum Welcome took part in the Elder Stubbs festival and the Cowley Road Carnival, and sustained a strong connection with the newly reviving City of Sanctuary group. A number of positive contributions were made to the local media.

Maurice Wren the CEO of Refugee Council, spoke at the AGM, and Sarah Teather MP spoke at the launch of our Seasonal Appeal. Asylum Welcome hosted a workshop as part of the “Syria Speaks” writers’ tour.

Asylum Welcome responded promptly and helpfully in the debate raised by a film from Campsfield emerging from Campsfield with claims of mistreatment.

Important submissions were made during the year, such as:

- The Inspection of Campsfield by the Chief Inspector of Prisons
- The All Party Parliamentary Group Inquiry into Immigration Detention
- The planning application for the expansion of Campsfield
- The consultation on Assisted Voluntary Returns
- The City Council’s consultation on Public Spaces Protection Orders

Financial Review

The Statement of Financial Affairs on page 12 shows that there was a surplus of income over expenditure for the year of £2,206 (2014 –surplus £6,274).

Total reserves shown on the Balance Sheet on page 13 amount to £58,297 (2014 £56,091). None of these reserves are classified as restricted (2014 -nil).

The charity aims to hold its unrestricted reserves at a level of at least 25%, or just over 3 months’ worth of its expenditure budget. Unrestricted reserves as at 31st March 2015 amounted to £ 58,297 which represented 26.4% of expenditure for the year to 31st March 2015. It should be noted, however, that grants totalling £38,250 had been received in advance, for future expenditure, which are not included in reserves held at the Balance Sheet date, as they are specifically nominated by the donors for expenditure in 2015-6 and beyond. In addition further donations, which totalled in excess of £73,750 were secured for the coming financial year. The trustees therefore feel that the Charity is now in a stronger and more secure financial position.

Under the Memorandum and Articles of Association, the charity has power to make any investment that they choose. The executive committee have chosen to keep any cash reserves not immediately needed for its operations in an instant access deposit account. With greater reserves and more long term funding in place, the executive may review this policy.

During the year a new financial officer was hired who is a chartered accountant and preparations were taken to introduce an updated financial administration which was introduced after year end. The plan for the new financial year includes extra time from a bookkeeper in order to strengthen the day to day financial management.

Plans for Future Periods

A process has been started, staff-led at this stage, to develop a strategic plan beyond the next two years. The hopes to conduct some evidenced-based research into the current numbers of asylum seekers and refugees in the area, and into their current needs, has been frustrated by people offering to help but then needing to move on. It is recognised that the data is not easy to research. The planning process has already identified important issues in our environment – political (with a new Government), economic, financial, and global.

Meanwhile, robust planning for the year 2015/16 was undertaken, allied to a carefully worked budget, which provides for an increase in staff hours, to make more time for fund-raising activities. It is recognised that the staff work hard, and care will be taken to ensure sound monitoring of the work-load.

The budget, increasing from approximately £220,000 to £250,000, sets a fund-raising challenge, based on the confidence gained by successful fund-raising in the year 2014/15. £112,000 of the budgeted income has already been secured. After some success in achieving grants which cover three years, the aim is to achieve more sustainable funding.

The services will be sustained at the current level, with strong input by volunteers and staff.

The Trustees have identified their aims for the coming year, which include strengthening the induction and briefing of trustees, and positive engagement in the strategic planning process.

Trustees' responsibilities in relation to the financial statements

Company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial period and of its surplus or deficit for the financial period. In doing so the trustees are required to:


- 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 or explained in the financial statements; and
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its operations.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees 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.

Independent examiner

We have been delighted to have the services of Mr. Peter Stevenson as Independent Examiner and would wish him to continue in this capacity in the future.

By order of the Trustees
Bob Wilkes, Chair



9th September 2015

Independent Examiner's Report to the Trustees of Asylum Welcome

I report on the accounts of the Charity for the year ended 31st March 2015, which are set out on pages 12 to 18.

Respective Responsibilities of Trustees and Examiner

The Trustees (who are the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. They consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply, 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 Commissioners under Section 154 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 Commissioners. 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 explanation 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 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 and to 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.

Peter J. Stevenson, FCA
Chartered Accountant

Peter J. Stevenson

8 Harbord Road
Oxford OX2 8LJ

Date: 9 September 2015

ASYLUM WELCOME

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED MARCH 31 2015

	Note	Unrestricted Funds	2015 Restricted Funds	Total	2014
		£	£	£	£
INCOMING RESOURCES					
Incoming Resources from Generated Funds					
Voluntary Income	3	99,400	117,720	217,120	195,760
Activities for Generating Funds		5,918	-	5,918	3,878
Investment Income		209	-	209	215
Other Incoming Resources		-	-	-	-
Total Incoming Resources		<u>105,527</u>	<u>117,720</u>	<u>223,247</u>	<u>199,853</u>
RESOURCES EXPENDED					
Costs of Generating Funds					
Costs of Generating Voluntary Income		22,965	-	22,965	16,937
Charitable Activities		72,507	117,720	190,227	170,220
Governance Costs		7,849	-	7,849	6,422
Total Resources Expended	12	<u>103,321</u>	<u>117,720</u>	<u>221,041</u>	<u>193,579</u>
Net Incoming/ (Outgoing) Resources		2,206	-	2,206	6,274
Transfer between Funds		-	-	-	-
Funds Brought Forward April 1 2014		56,091	-	56,091	49,817
Total Funds Carried Forward 31 March 2015		<u>£58,297</u>	<u>£0</u>	<u>£58,297</u>	<u>£56,091</u>

The notes on pages 14 to 18 form part of these accounts.

BALANCE SHEET

AS AT MARCH 31 2015

		2015		2014	
	Note	£	£	£	£
Fixed Assets					
Office Equipment, Furniture & Fittings	4		3,001		4,504
Current Assets					
Debtors	5	7,350		9,245	
Cash on Deposit		82,696		87,557	
Cash at bank and in Hand		<u>13,200</u>		<u>8,309</u>	
			103,246		105,111
Current Liabilities					
Creditors: Falling due within one year	6	<u>47,950</u>		<u>47,274</u>	
			(47,950)		(47,274)
Net Current Assets			55,296		57,837
Creditors: Amounts falling due after more than one year	7		-		(6,250)
Total Assets			<u>£58,297</u>		<u>£56,091</u>
Represented by:					
Unrestricted Income Funds			58,297		56,091
Restricted Income Funds	8		-		-
			<u>£58,297</u>		<u>£56,091</u>

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are responsible for preparing the annual report and the accounts in accordance with applicable law and regulations. Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (UK Accounting Standards and applicable law). The accounts are required by law to give a true and fair view of the state of affairs of the company and of the Statement of Financial Activities of the company for that period. In preparing these accounts the directors are required to:

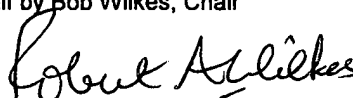
- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company 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 company and hence for taking reasonable steps for the prevention of fraud and other irregularities.

For the financial year ended 31 March 2015 the company was entitled to exemption from audit under section 477 Companies Act 2006 and no notice has been deposited under section 476(B)

The accounts have been prepared in accordance with the provisions of the Companies Act 2006 applicable to companies subject to the small companies regime, and in accordance with the *Financial Reporting Standard for Smaller Entities* (effective April 2008).

Approved by the Trustees on 9/9/15 and signed on their behalf by Bob Wilkes, Chair



ASYLUM WELCOME

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31 2015

1 ACCOUNTING POLICIES

General

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005), applicable accounting standards and the Companies Act 2006.

Income

- (1) Donations and grants are recognised on a receivable basis in accordance with the restrictions or conditions placed on their use.
- (2) Interest income is included in the accounts when it is earned.
- (3) Tax recoverable in respect of Gift Aid donations is included in the accounts in the year of receipt of the donation.

Expenditure

All expenditure is included in the accounts in the year it falls due or is incurred.

Depreciation

Depreciation is provided on Office Equipment and Office Furniture at the rate of 25% (straight line basis), from the date of acquisition of the asset.

Unrestricted Funds

Unrestricted funds represent donations, grants and other incoming resources received for the objects of the charity without a specified purpose and are available as general funds.

From time to time the Trustees may establish Designated Funds out of the Unrestricted Funds to meet contingencies.

Restricted Funds

Restricted funds used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

2 LEGAL STATUS OF THE COMPANY

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of a winding up is limited to £1.

ASYLUM WELCOME

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31 2015 (Continued)

3 VOLUNTARY INCOME

	Unrestricted	2015 Restricted	£	2014 £
Trusts and Foundations				
A B Charitable Trust	10,000		10,000	-
Advice Services Transition Fund			-	1,093
AW.60 Charitable Trust			-	500
The Beatrice Laing Trust			-	2,500
HLJ Brunner Settlement			-	2,000
D G Montefiore Charitable Trust		2,000	2,000	-
The Henry Smith Charity		30,000	30,000	-
Hilden Charitable Fund	5,000		5,000	-
Hilliard Charitable Trust	500		500	-
J Paul Getty Jnr Charitable Trust	25,000		25,000	25,000
Jill Franklin Trust		500	500	-
LankellyChase Foundation			-	5,000
Leigh Trust			-	2,000
Lloyds TSB Foundation for England and Wales			-	15,000
Mactaggart Third Fund	2,500		2,500	2,000
Odin Charitable Trust			-	3,000
Oxfordshire Community Foundation			-	1,630
Pye Charitable Settlement			-	500
St Michaels & All Saints Charity		7,500	7,500	-
Swan Mountain Trust		2,300	2,300	-
The Tolkien Trust		27,000	27,000	-
Westhill Endowment		2,000	2,000	-
Small grants (amounts less than £1,000)	776		776	-
	43,776	71,300	115,076	60,223
Statutory Grants				
Lord Mayor's Charity			-	1,609
Oxford City Council - Open Bidding		7,500	7,500	8,000
Oxford City Council -Youth Ambition		7,500	7,500	-
Oxford City Council	500		500	-
Oxfordshire County Council (Big Society Fund)			-	2,000
Oxfordshire County Council (Chill Out Fund)			-	1,300
	500	15,000	15,500	12,909
Faith organisations				
Holy Trinity Church Headington Quarry PCC	1,000		1,000	1,000
Oxford Council of Faiths			-	311
Oxford Friends Action on Poverty			-	-
Oxford Quakers			-	4,000
Oxfordshire Diocesan Board of Finance			-	2,000
Other Faith Organisation Donations	2,425		2,425	3,760
(amounts less than £1000)	3,425	-	3,425	11,071
Colleges				
Lady Margaret Hall			-	-
Lincoln College	850	250	1,100	-
All Souls College			-	1,000
Other College Donations (amounts less than £1000)	2,487		2,487	1,200
	3,337	250	3,587	2,200
Other community organisations				
Red Cross	-	820	820	1,031
Individual donations & legacy				
Central Office Supporters			-	1,800
Mark Haddon			-	6,000
Dr Iain McLean			-	2,000
Oxford Hazard Management			-	1,000
Major Anonymous donations	20,000	20,254	40,254	45,419
Other Individual Donations (amounts less than £1000)	27,942		27,942	36,826
Gift Aid recovered	-		-	11,847
	47,942	20,254	68,196	104,892
Partnerships				
Oxford Advice Agencies Stronger Together		5,296	5,296	-
Key 2 Futures		4,800	4,800	2,400
	-	10,096	10,096	2,400
Membership Subscriptions	420		420	1,034
	99,400	117,720	217,120	195,760

ASYLUM WELCOME

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31 2015 (Continued)

4 FIXED ASSETS

Office Equipment,
Fixtures & Fittings
£

Cost

Opening Balance April 1 2014	19,746
less : fully depreciated assets	(10,433)
Additions in the year	1,097
Closing Balance March 31 2015	<u>£10,410</u>

Accumulated Depreciation

Opening Balance April 1 2014	15,242
Less: depreciation on fully depreciated assets	(10,433)
Charge for year	2,600
Closing Balance March 31 2015	<u>£7,409</u>

Net Book Value

At March 31 2015	<u>£3,001</u>
At March 31 2014	<u>£4,504</u>

5 DEBTORS

	2015 £	2014 £
HMRC - Tax Recoverable on Gift Aid	-	1,268
Prepaid Rent	7,350	7,350
Other Debtors & Prepayments	-	627
	<u>£7,350</u>	<u>£9,245</u>

All amounts claimed from HMRC re Gift Aid have been received.

6 CREDITORS : AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015 £	2014 £
Grants Received in Advance	38,250	40,500
PAYE & National Insurance	2,696	2,171
Miscellaneous Accrued Expenses	7,004	4,603
	<u>£47,950</u>	<u>£47,274</u>

Grants received in advance represent an amounts received from the J Paul Getty Jnr CharitableTrust, ARM Trust and The Tolkien Trust during the financial year to cover expenditure in the year to 31st March 2016

7 CREDITORS : AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2015 £	2014 £
Grants Received in Advance	<u>£0</u>	<u>£6,250</u>

ASYLUM WELCOME

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31 2015 (Continued)

8 RESTRICTED FUNDS

Services	Movement in Resources				Balance at 31.3.2015 £
	Balance at 1.4.2014 £	Additions	Outgoings £	Transfers £	
Information & Signposting	-	15,000	- 15,000	-	-
Youth	-	12,300	- 12,300	-	-
Detainee support	-	7,500	- 7,500	-	-
Refugee rights	-	5,587	- 5,587	-	-
Food	-	1,570	- 1,570	-	-
Central support	-	68,013	- 68,013	-	-
Projects	-	7,750	- 7,750	-	-
	£0	£117,720	-£117,720	£0	£0

The Information and Signposting funds covers part of the cost of a full time advisor who coordinates the services and volunteers.

The Youth Work Fund is available to cover the cost of providing part time youth workers and running clubs, outings and holidays for young refugees and asylum seekers.

The Detainee support funds meet some of the cost of supporting and visiting detainees, as well as attending bail hearings and other support.

Included in the cost of refugee rights are some costs for external legal advice for asylum seekers

Some restricted funds and donations cover salary costs of the volunteer coordinator, the fundraiser and the director

Project costs relate to a music project and a speakers training run during the financial year.

9 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Fixed Assets £	2015 Other Assets £	Total £	2014 Total £
Restricted Funds	-	-	-	-
Unrestricted funds	3,001	55,296	58,297	56,091
	£3,001	£55,296	£58,297	£56,091

10 STAFF COSTS

	2015 £	2014 £
Salaries	119,880	98,205
Social Security Costs	7,627	8,181
Total Pay, National Insurance and Pension Contributions	£127,507	£106,386
Temporary Staff & Consultancy	£256	5,457
	£127,763	£111,843

No employee earned more than £60,000 (2013-2014: Nil) and the average number of full time employees in the year was equivalent to 2 fte (2013-2014: 3 fte) and part-time employees equivalent to 2 fte (2013-2014: 2 fte)

11 TRUSTEES' REMUNERATION AND EXPENSES

No remuneration, directly or indirectly, out of the funds of the charity was paid or was payable for the year to any trustee or to any person known to be connected to any trustee.

No amounts were reimbursed to any Trustees (2014 - NIL) during the year.

ASYLUM WELCOME

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31 2015 (Continued)

12 EXPENDITURE ANALYSIS

	Total 2014-2015	Costs of Generating Voluntary Income	Governance Costs	Information & Signposting	Youth	Detainee Support	Refugee rights	Food services	Educational Services	Volunteer recruitment & training	Other incl advocacy
COSTS DIRECTLY ATTRIBUTED to activities											
Staff & Recruitment	61,287	0	300	13,613	22,110	13,613				11,651	
Asylum Seeker and Refugee Activities	17,596			2,660	4,359	785	1,396	5,091	3,265		40
Advocacy related costs	535										535
Rent - youth club and lunch club premises	3,691				1,929			1,762			
Training	733			100	554					65	14
Annual Report	1,614		1,614								
TOTAL DIRECT COSTS	85,456	0	1,914	16,373	28,952	14,398	1,396	6,853	3,265	11,716	588
SUPPORT COSTS allocated to activities											
General office and finance staff	66,786	20,042	3,339	10,016	6,678	6,678	3,339	5,008	3,339	5,008	3,339
Training and travel general office staff	1,481	444	74	222	148	148	74	111	74	111	74
Office premises and related costs	44,024	0	2,201	13,207	6,604	6,604	0	4,402	8,805	2,201	0
Computer and internet costs	9,238	924	0	2,771	1,848	1,848	924	0	0	924	0
Communication costs incl postage	6,591	659	0	1,318	659	659	659	659	0	659	1,318
Miscellaneous	2,984	895	149	448	298	298	149	224	149	224	149
Insurance	1,870	0	42	358	633	315	31	150	71	256	13
Bank Chgs	11	0	0	2	4	2	0	1	0	2	0
Depreciation	2,600	0	130	1,300	260	260	0	0	520	130	0
TOTAL SUPPORT COSTS	135,585	22,965	5,935	29,643	17,192	16,811	5,176	10,555	12,959	9,515	4,893
TOTAL EXPENDITURE	221,041	22,965	7,849	46,017	46,084	31,209	6,572	17,408	16,224	21,231	5,481

Total expenditure has been allocated to the organisation's activities either directly or on an allocated basis as indicated above. In this financial year a central staff costs have also been allocated for the first time to governance and fundraising activities.
Some small rounding differences may occur in the totals shown above.