



## **Suffolk Refugee Support**

Trustees' Report and Financial Statements  
for the year ended 31 March 2017



## **Suffolk Refugee Support**

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Company Registration Number 03894990



## Legal and administrative details

Suffolk Refugee Support is a company limited by guarantee

Charity number 1078794

Company number 03894990

Registered office and operational address:

38 St Matthew's Street

Ipswich

IP1 3EP

### **Trustees**

Ian Stewart – chair

Nick Feldman – vice-chair and treasurer

Kate O'Driscoll – secretary (since July 2016)

Alan Blackshaw

Marian Carter – secretary (until July 2016)

Lucy Kerry (co-opted February 2017)

Dr Pauline Lane (co-opted June 2016)

Marian Lanyon

Danielle Waller (co-opted June 2016)

Roxanne Downs (resigned June 2016)

Elma Glasgow (resigned September 2016)

Miranda Griffiths (resigned January 2017)

Jenny Morcom (resigned November 2016)

Jo Schofield (resigned February 2017)

Beteja Gravqevci – honorary trustee

### **Charity Manager**

Rebecca Crerar

### **Independent examiner**

Nicky Cordle FCA

Foreshore Accountancy LLP

Balmoral

Shotley Road

Chelmondiston

Ipswich

IP9 1EE

### **Bankers**

Lloyd's Bank



## Report of the trustees

### Our aims and achievements

Our charitable objectives require us to provide services to asylum seekers and refugees in achieving the legal status to which they are entitled and in enjoying the same life opportunities as other people living in the UK. Our activities taken as a whole deliver public benefit by integrating vulnerable new arrivals into our community in Suffolk so that they can make a positive contribution, be welcomed, and lead a life they consider worthwhile.

We estimate that there are some 2,000 asylum seekers, refugees and former refugees and their families living in Suffolk and that we helped around 1,000 of them during the year. They included almost 200 seen for the first time.

We provided advice on the asylum and immigration process to almost 300 clients. This included finding access to a legal aid solicitor, a particular problem for clients in our county since there is only one legal aid solicitor firm in the whole of East Anglia, and their waiting time from contact to first meeting is now four months. We remain fortunate that a solicitor from Luton pays a monthly visit to our office to help our clients.

Our drop-in service continued to operate on three days a week. We had almost 7,000 contacts with over 550 clients. Apart from asylum and immigration issues, the largest number of contacts were employment- and benefit-related, but there was a significant increase in health-related contacts. This included referring clients to relevant services, helping them communicate with health-care professionals, and understanding how diet and exercise improve their physical and mental well-being.

Reflecting the difficult circumstances from which our clients have fled, one third of our benefit-related contacts were for clients who are sick or disabled. But we were pleased that, of the remainder of our benefits advice clients, 40% were in work and 40% were looking for work. Our focus on helping clients into the work place increased during the year and will increase further in the coming year. Over 100 clients consulted us on employment issues, and we helped many of them create and update their CVs and make job applications. We supported a number into external training. We know of at least twenty clients who secured a job with our help, and another twenty we helped into volunteering posts as a prelude to paid employment.

A key element in accessing the workplace, and in empowerment generally, is increasing fluency in English. We provided English classes through our own tutors to 80 clients, and helped others to access third-party organisations.



We run an International Women's Group, with associated crèche, English teaching, acculturation and general conversation. This was used by 60 women during the year. We also run a sports group for young men, including an increasing number of Unaccompanied Asylum-Seeking Children, and were pleased that seven of our clients were accepted into a local football team. We also facilitate and moderate a self-help group for asylum seekers.

Our Female Genital Mutilation Awareness programme has continued. We have delivered awareness training to children's and women's professionals and are now engaging with the communities at risk also. We run awareness raising workshops, and staff in the drop-in Advice Service have been trained to identify girls potentially at risk and to refer them (with other safeguarding issues) to the relevant authorities. We have produced leaflets and flyers to warn people of the dangers and the law around the practice of FGM.

We had a specific target this year to increase awareness of legal issues for our clients, though very few of them find themselves in trouble with the police. We seek to create opportunities to talk to them about the law and their responsibilities, tackling domestic and sexual abuse, and the laws around driving, among others. We seek to improve their trust in the quality of the criminal justice system of the UK, a concept often alien to their experience in the countries from which they fled. We help them to address hate crime and are alert to religious extremism, working also with Suffolk Constabulary to recognise and address radicalisation. We advise them on the dangers of alcohol and drugs misuse.

We were selected by Suffolk County Council to be the service provider for the Syrian Vulnerable Persons' Resettlement programme from the beginning of 2016. This is a contract separately funded from, though integrated as appropriate with, our other activities. We fit out rented accommodation, provide induction to the newly-arriving families, ensure that their (often complex) physical and mental health needs are dealt with, organise schooling for their children and English-language classes for them, and prepare them for employment as soon as they are ready for it. The initial contract (under which 53 individuals in 13 families arrived) has been renewed for a further three years of arrivals.

Through the generosity of our supporters, we have been able to provide cash and benefits in kind to the most vulnerable of our clients, and to help others with essential travel costs – particularly to meetings with officialdom – and occasionally with lifestyle expenditure which will improve their physical or mental well-being.

We are lucky that the community in Suffolk is generally tolerant and welcoming, but we have continued our ambassadorial role, giving talks to schools and other groups aimed at giving facts and dispelling myths about refugees and asylum seekers. We have upgraded our presence on social media and have been regularly featured in the local press and given interviews on local radio.



## **Financial review**

The year under review was the final one of the latest three-year period for which the Big Lottery has provided some two-thirds of our planned grant income. We were able to secure the remaining third from other grant providers, thus enabling us to deliver the entire range of services we had planned, and within budget. As mentioned above, we secured a contract from Suffolk County Council; we are providing the services required within budget.

During the course of the year, we secured a further three years funding from the Big Lottery, which will again provide two-thirds of our planned expenditure until February 2020. We also secured the balance for 2017-18 and a substantial part of the balance for the following two years from other grant providers. We also renewed the contract with Suffolk County Council for three years of Syrian arrivals.

## **Reserves policy**

The Syrian programme is a new venture for the UK and we are of course delighted that the British government has made this gesture towards the relief of suffering. But for us it introduces an element of uncertainty, relating particularly to ongoing commitment to support after the first year, and to the number of future arrivals. We are holding a reserve against unexpected additional unfunded liabilities in this area.

We also carry reserves as an insurance against our failure to secure renewal of our major sources of funding. We have received commitments which will enable us to deliver our planned projects at their planned level until February 2018, and are reasonably confident that we will be able to deliver our plans now until February 2020. At that point (as in every third year for the past decade), our Big Lottery funding expires and we are vulnerable to a delay in renewing or replacing it. Our aim is to have reserves that will enable us to continue to deliver our services at their current level for a further six months, the minimum time we expect to need to replace the expiring funds, leaving a balance for the orderly and full winding down of some or all commitments if necessary. We are now at about that level, so we will not be seeking to increase our reserves.

In the mean time, the reserves also give us the opportunity to respond flexibly to enhance or add to our services, or to deal with unexpected events or opportunities.

## **Plans for future periods**

We plan to deliver similar services in future years to those we describe above. However, we shall respond to needs and opportunities as we identify them, to the extent that we can fund them either from grant providers, or from donors, or (without prejudicing our longer-term future) from reserves.



In the coming year, there will be a particular focus on our Syrian refugees, and on employment, health and English language classes.

### **Structure, governance and management Governing document**

The organisation is a charitable company limited by guarantee, incorporated in 1999 and registered as a charity in 2000. The company was established under a Memorandum of Association and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute up to £1.

### **Recruitment and appointment of trustees**

The directors of the company are also charity trustees for the purposes of charity law. The trustees are elected to serve for three years after which they must be re-elected at the next Annual General Meeting.

The trustees received no benefits from the charity and claimed no expenses in their capacity as such.

During the course of the year, the trustees conducted for the first time a formal skills audit, to ensure that there was sufficient expertise in all the areas where governance was required. We will try to fill the limited gaps by recruitment but are now formally aware of where we need to seek external guidance.

Our honorary trustee is a former refugee and user of our services. We review our service users to identify any who could join the trustee body, but their life priorities and experience do not qualify them. We do, of course, have procedures to ensure that we collect and respond to feedback from service users.

### **Trustee induction and training**

Potential trustees are interviewed by the chair and the charity manager, to ensure that they have a clear understanding of the ethos and activities of the charity and their responsibilities as trustees, and that the charity is comfortable with their likely contribution. They attend a board meeting and, if the other trustees feel it appropriate, and they themselves remain willing, they are co-opted until the next AGM, at which their first three-year election takes place. They are given a formal induction and receive a Trustees Handbook, which gives a history of the charity, its funding arrangements, its activities, and the responsibilities of trustees, as well as a copy of the Memorandum and Articles. They are sign-posted to the Charity Commission's "The essential trustee".

Most of the trustees are already, or become, volunteers with the charity, meeting and helping the service users and staff.



### Responsibilities of the trustees

The trustees (who are also directors of Suffolk Refugee Support Ltd for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and UK GAAP.

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements 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 assume that the charitable company will continue in operation.

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

The Trustees have adopted the provisions of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)

Approved by the board on 14 September 2017 and signed on its behalf by:

Ian Stewart  
Chair

A handwritten signature in black ink, appearing to read "Ian Stewart".



## Independent Examiner's Report to the Trustees of Suffolk Refugee Support

I report on the financial statements of the charity for the year ended 31 March 2017 which are set out on pages 8 to 17.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

examine the financial statements under section 145 of the Charities Act;

follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and

state whether particular matters have come to my attention.

### Basis of independent examiner's statement

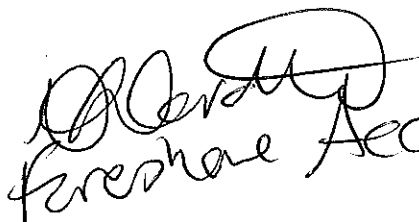
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from the 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 financial statements 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 130 of the Charities Act;  
to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Nicky Cordle FCA  
Foreshore Accountancy LLP  
~~Balmoral~~ Fairfield  
Shotley Road  
Chelmondiston  
Ipswich  
IP9 1EE



Foreshore Accountancy LLP



## Statement of Financial Activities

Including Income and Expenditure Account

For the year ended 31 March 2017

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2017 £	Total 2016 Note 6 £
<b>Income and endowments from</b>						
Donations and legacies		103,046	3,927	-	106,973	67,956
Charitable activities		139,589	-	263,703	403,292	244,545
Investments		-	-	-	-	-
Other		-	-	-	-	-
<b>Total Income</b>	2	<u>242,635</u>	<u>3,927</u>	<u>263,703</u>	<u>510,265</u>	<u>312,501</u>
<b>Expenditure on</b>						
Charitable activities: Refugee Support		156,002	-	224,168	380,170	282,425
Other		-	-	-	-	-
<b>Total Expenditure</b>	3	<u>156,002</u>	<u>-</u>	<u>224,168</u>	<u>380,170</u>	<u>282,425</u>
<b>Net income / (expenditure)</b>		86,633	3,927	39,535	130,095	30,076
<b>Transfer between funds</b>		6,728	( 6,728)	-	-	-
<b>Total Funds brought forward at 1 April 2016</b>		96,685	2,801	31,738	131,224	101,148
<b>Total Funds carried forward at 31 March 2017</b>		<u>190,046</u>	<u>-</u>	<u>71,273</u>	<u>261,319</u>	<u>131,224</u>

During the year there were no recognised gains or losses other than those included above.

All activities included within this statement are continuing.



## Balance Sheet

As at 31 March 2017

	Notes	2017		2016	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	7		-		-
<b>Current assets</b>					
Debtors	8	50,292		-	
Cash at bank and in hand		<u>248,459</u>		<u>197,066</u>	
		298,751		197,066	
<b>Creditors: amounts falling due within one year</b>	9	<u>( 37,432)</u>		<u>( 65,842)</u>	
<b>Net current assets</b>			261,319		131,224
<b>Total net assets</b>			<u>261,319</u>		<u>131,224</u>
<b>The funds of the charity</b>					
Restricted funds	10		71,273		31,738
Unrestricted funds:					
Designated funds	11		-		2,801
Other charitable funds			190,046		96,685
			<u>261,319</u>		<u>131,224</u>

For the year ending 31 March 2017 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime

Approved by the Board at its meeting on 14 September 2017 and signed on its behalf by:-

Ian Stewart Chair



**Cash flow statement**

**For the year ended 31 March 2017**

	Notes	2017 £	2016 £
Cash flows from operating activities			
<b>Net cash provided by operating activities</b>	(see below)	<u>51,393</u>	<u>84,958</u>
<b>Change in cash and cash equivalents in the year</b>		<u>51,393</u>	<u>84,958</u>
<b>Cash and cash equivalents at 1 April 2016</b>		197,066	112,108
<b>Cash and cash equivalents at 31 March 2017</b>	13	<u>248,459</u>	<u>197,066</u>
Reconciliation of cash flows from operating activities			
<b>Net income for the year (as per statement of financial activities)</b>		130,095	30,076
(Increase)/decrease in debtors		( 50,292)	-
Increase/(decrease) in creditors		<u>( 28,410)</u>	<u>54,882</u>
<b>Net cash provided by operating activities</b>	(see above)	<u>51,393</u>	<u>84,958</u>



## Notes to the financial statements

For the year ended 31 March 2017

### 1 Accounting policies

#### (i) Basis of preparation

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice, effective 1 January 2015, in accordance with Financial Reporting Standard 102, applicable UK Accounting Standards and the Companies Act 2006. The financial statements have been prepared on the going concern basis. The principal accounting policies adopted in the preparation of the financial statements are set out below.

The charity meets the definition of a public benefit entity under FRS 102.

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required. No restatements were required.

#### Key judgements and assumptions

The nature of the company's affairs is such that the directors believe that there are no areas of significant judgement and no significant assumptions that are required in the preparation of the financial statements other than those relating to going concern. Going concern rests on the availability of future funding and any uncertainty over such income is mitigated by the three year agreement with the principal funder and the assessment of reserves that should be held by the company, see below.

#### (ii) Income

Grants are recognised when these are certain as being receivable.

Grant income is deferred, even where the income is receivable, when this income is given for expenditure in the following year.

Membership subscriptions and donations are recognised in the period to which they relate.

Income from the provision of services is recognised in accordance with the contractual agreement under which the services are provided.

#### (iii) Expenditure

Expenditure is recognised in the period to which it relates.  
Irrecoverable VAT is included with the relevant expenditure.

Costs are allocated directly to the activities wherever possible. Support costs are then attributed based on estimated staff time.

Grants payable are recognised when committed.



(iv) **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:

Fixtures, fittings and equipment 20% on a straight line basis

(v) **Debtors**

Trade debtors, relating to amounts due under contracts for the provision of services, are measured at the amounts receivable under the contracts. Prepayments, relating to expenditure incurred which has economic benefit in future accounting periods, and accrued income, relating to income due and receivable but outstanding at the balance sheet date, are measured at their recoverable amount being the sum that will be received after the balance sheet date.

(vi) **Creditors: Amounts falling due within one year**

Trade creditors and accruals, relating to expenditure not paid until after the balance sheet date which confers economic benefit on the current accounting period, is recognised at the amount of that economic benefit. Deferred income, relating to income received in the current accounting period but which relates to future periods, is recognised as the whole of the income in question. Restricted fund income received in the current accounting period which relates to the current and future periods is recognised within restricted funds, see below.

(vii) **Pensions**

The charity makes contributions to the Personal Pension Plans of employees where these are in existence or to a workplace pension scheme in accordance with the regulations governing the scheme.

(viii) **Accumulated funds**

Funds fall into two categories, restricted, where their use is governed by the wishes of the entity providing the funds or the contractual terms under which the funds are earned and, unrestricted, where there are no pre-conditions to the use of the funds other than the charitable objectives of the organisation.

Funds are transferred from restricted to unrestricted funds as they become free from the relevant restrictions.

Within unrestricted funds designated funds are maintained to meet identified planned future costs which are not capable of being met out of annual budgets.

It is the aim of the charity to maintain the balance of unrestricted reserves at a level equivalent to six months expenditure, in order that the charity can reasonably withstand unforeseen reductions in funding, plus an amount to cover adverse variations occurring in contracts for the provision of services.



## 2 Total income

	2017	2016
<b>Donations and legacies</b>		
Donations	33,568	20,540
Grants	73,405	47,416
	<u>106,973</u>	<u>67,956</u>
<b>Charitable activities (see note 11)</b>		
Grants	257,888	244,545
Delivery of Syria project	145,404	-
	<u>403,292</u>	<u>244,545</u>
<b>Total income</b>	<u>510,265</u>	<u>312,501</u>

## 3 Total expenditure

	Staff costs £	Depreciation £	Other costs £	Total 2017 £	Total 2016 £
Refugee support	279,122	-	99,049	378,171	280,425
Governance costs	<u>-</u>	<u>-</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
	<u>279,122</u>	<u>-</u>	<u>101,049</u>	<u>380,171</u>	<u>282,425</u>

## 4 Trustees

None of the trustees (or any persons connected with them) received any remuneration or expenses during the year.



## 5 Employees

### Number of employees

The average, full time equivalent, number of employees during the year was:

	2017 Number	2016 Number
Project staff	7	5.5
Management and administration	2.5	2.5
	<u>9.5</u>	<u>8.0</u>
<b>Employment costs</b>	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Wages and salaries	248,064	201,932
Social security costs	17,365	14,135
Other pension costs	9,550	9,550
Other costs	4,143	4,855
	<u>279,122</u>	<u>230,472</u>

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

## 6 Comparative Statement of Financial Activities

The detailed Statement of Financial Affairs for the year ended 31 March 2016 is set out below

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2016 £
<b>Income and endowments from</b>				
Donations and legacies	61,237	6,719	-	67,956
Charitable activities	-	-	244,545	244,545
Investments	-	-	-	-
Other	-	-	-	-
	<u>61,237</u>	<u>6,719</u>	<u>244,545</u>	<u>312,501</u>
<b>Total income</b>				
<b>Expenditure on</b>				
Charitable activities: Refugee Support	7,205	10,700	264,520	282,425
Governance costs	-	-	-	-
	<u>7,205</u>	<u>10,700</u>	<u>264,520</u>	<u>282,425</u>
<b>Total expenditure</b>				
<b>Net income / (expenditure)</b>	54,032	( 3,981)	( 19,975)	30,076
<b>Total Funds brought forward at 1 April 2015</b>	42,653	6,782	51,713	101,148
<b>Total Funds carried forward at 31 March 2016</b>	<u>96,685</u>	<u>2,801</u>	<u>31,738</u>	<u>131,224</u>





## 7 Tangible fixed assets

	Fixtures fittings & equipments £	Total £
<b>Cost</b>		
At 1 April 2016	16,788	16,788
Additions	-	-
At 31 March 2017	<u>16,788</u>	<u>16,788</u>
<b>Depreciation</b>		
At 1 April 2016	16,788	16,788
Charge for the year	-	-
At 31 March 2017	<u>16,788</u>	<u>16,788</u>
<b>Net book value</b>		
At 31 March 2017	<u>-</u>	<u>-</u>
At 31 March 2016	<u>-</u>	<u>-</u>

## 8 Debtors

	2017 £	2016 £
Trade debtors	<u>50,292</u>	<u>-</u>

## 9 Creditors: amounts falling due within one year

	2017 £	2016 £
Bank overdraft	-	-
Trade creditors	26,472	27,882
Taxes and social security costs	-	-
Accruals and other creditors	960	960
Deferred income	10,000	37,000
	<u>37,432</u>	<u>65,842</u>

Deferred income represents amounts received by the company the benefit of which is intended for future periods. All deferred income at 31 March 2016 was recognised in the income and expenditure account in the year ended 31 March 2017.



## 10 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:

	Balance at 1 April 2016 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2017 £
Syria Project	( 5,815)	5,815	-	-	-
Big Lottery	24,222	168,012	( 161,962)	-	30,272
Henry Smith	-	30,000	( 32,532)	-	( 2,532)
Other	13,331	59,876	( 29,674)	-	43,533
	<u>31,738</u>	<u>263,703</u>	<u>( 224,168)</u>	<u>-</u>	<u>71,273</u>

Syria Project - As part of the Government's pledge to accept 20,000 Syrians from refugee camps bordering that country Suffolk have agreed to take a proportion of the refugees and Suffolk Refugee Support has been chosen to provide designated services for the first year's intake. Funds are provided by the UK Government via Suffolk County Council.

A more detailed review of the agreement between the charity and Suffolk County Council undertaken in 2016-17 has led the project to be accounted for as a contract for services and, hence, is included under Charitable Activities in Unrestricted Funds in the current year's Statement of Financial Activities.

The remainder of the above funds support the project operated by Suffolk Refugee Support to provide services to asylum seekers and refugees in achieving the legal status to which they are entitled and in enjoying the same life opportunities as other people living in the UK.

## 11 Unrestricted funds

The income funds of the charity included the following designated funds which had been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2016 £	Net Income £	Transfer to General Fund £	Balance at 31 March 2017 £
Designated fund Direct Support	2,801	3,927	( 6,728)	-
General charitable funds	96,685	86,633	6,728	190,046
	<u>99,486</u>	<u>90,560</u>	<u>-</u>	<u>190,046</u>

The Direct Support fund was set up to cover costs of clients with no alternative source of funds. The Trustees are now of the view that this is expenditure met out of the normal funds of the charity and, therefore, the need for a separate fund no longer exists.



The Trustees consider that it is necessary to carry reserves equivalent to the cost of delivering a normal level of service for six months. These funds would enable the charity to withstand major funding shortfalls for a period sufficient to put in place alternative funding and implement any necessary restructuring. There is also the need to hold reserves to cater for any performance issues that may occur in connection with the service agreement with Suffolk County Council in respect of the Syrian resettlement programme. It is the trustees' view that the current level of reserves is broadly sufficient for these purposes.

## 12 Analysis of net assets between funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fund balances at 31 March 2017 are represented by:				
Tangible fixed assets	-	-	-	-
Current assets	227,478	-	71,273	298,751
Creditors: amounts falling due within one year	( 37,432)	-	-	( 37,432)
	<u>190,046</u>	<u>-</u>	<u>71,273</u>	<u>261,319</u>

## 13 Analysis of cash and cash equivalents

	2017 £	2016
Bank current accounts	248,317	195,023
Petty cash	142	2,043
Total	<u>248,459</u>	<u>197,066</u>

## 14 Related parties

There have been no transactions with related parties.

