



Suffolk Refugee Support

Trustees' Report and Financial Statements
For the year ended 31 March 2018



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

Maggie Barradell (co-opted February 2018)

Alan Blackshaw

Lucy Kerry

Dr Pauline Lane

Marian Lanyon

Gerry Toplis (co-opted January 2018)

Danielle Waller

Marian Carter (resigned October 2017)

Lisa Molander (co-opted July 2017, resigned October 2017)

Beteja Gravqevci – honorary trustee

Charity Manager

Rebecca Crerar

Independent examiner

Nicky Cordle FCA

Foreshore Accountancy LLP

Bethany

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 they often have an extended waiting time.

Our drop-in service continued to operate on three days a week. We had contacts with over 550 clients, 150 new this year. There was a very significant increase in the number of pieces of advice around employment and health and, although the numbers were smaller in absolute terms, around housing and family issues. This is a reflection of our perception of the increased needs in these areas, and we have allocated specialist advice workers to some of them.

Our focus on helping clients into the work place continued, with 140 clients consulting our employment service; we helped many of them create and update their CVs and make job applications. We supported a number into external training. We are pleased to note the increasing support we give to women: 11 secured jobs this year (about the same number as men), 12 did targeted external courses and 8 started work-placement or volunteering roles.

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 50 regular clients, and helped others to access third-party organisations.

There is an increasing number of young people among our clients – either unaccompanied asylum seeking children, or the children of our clients. We ran English classes over the summer 2017 with 20 young asylum seekers. We have one-to-one learning sessions with 10 students, mainly focussing on study support. 15 students took advantage of our weekly 2-hour homework club.

We run an International Women's Group, with associated crèche, English teaching, acculturation and general conversation. This was used by 50 women during the year. We also run a sports group for young men and facilitate and moderate a self-help group for asylum seekers.

We delivered advice on health, ranging from accessing GPs to improving diet and lifestyle, to 150 clients. For example, the refugee population is as susceptible to obesity as the community generally, and in some cases more so because of the novelty and unfamiliarity of the food available to them in the UK.

Our Female Genital Mutilation prevention programme has delivered sessions to 80 refugee women and men and has also trained over 200 professionals in spotting the signs of girls at risk. FGM is not a particular issue for the refugee community; it is endemic in several areas around the world from which people have come to Ipswich, whether as refugees or otherwise. But we are pleased to have been selected by the funders to deliver this programme in Suffolk generally.

We continue to be Suffolk County Council's service provider for the Refugee (formerly Syrian) Vulnerable Persons' Resettlement programme. This is a contract separately funded from, though integrated as appropriate with, our other activities. We fit out private 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. By the end of the year under review, we were looking after 19 families, comprising more than 80 individuals. Some have made sufficient progress to start their own business or to be looking for further educational opportunities.

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 funded, for example, some clients to join a gym and to go swimming.

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 frequent presence on social media and have been regularly featured in the local press and given interviews on local radio.

We were also active in internal management. We have been increasingly squeezed in our current premises as our activities expand, but there has been no prospect of finding larger accommodation at a reasonable price in our current neighbourhood, which is particularly convenient for our client base. So when the shop next door became vacant, we seized the opportunity and, in the year under review, completed the lease, with a sub-lease (on fully commercial terms) of the space we don't need to another organisation, with whom we already have a working relationship. We will report next year on the refurbishment, which will be funded from reserves.

In common with everyone else, we spent a lot of management and staff time on GDPR and can confirm that we were fully compliant by the deadline. We were particularly pleased at the high proportion of our mailing list who took the positive option of remaining in touch – a tribute, we feel, to the strength of support in the community.

We can also confirm that we are compliant with the Fundraising Regulator's voluntary regulation scheme and are considering whether to comply with the reporting duty, and participate in the scheme, even though we are not required to do so.

Financial review

The year under review was the first 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 continued our contract with Suffolk County Council; we are providing the services required within budgeted expenditure. However, with fewer than anticipated arrivals this year, our income fell short of budget. We hope this will be made up over the period of the contract. The key hurdle is finding affordable rental housing in Ipswich, a difficult responsibility of one of Suffolk County Council's other contractors.

We expect to be able to meet our commitments in the current year (other than refurbishment of the extended premises) from committed funding, though there may need to be some cushioning from reserves. The prospect for 2019/20 is rather more uncertain, and we are working actively to secure more funding for that year.

Reserves policy

As mentioned above, there were fewer arrivals under the Resettlement Programme this year, confirming the need for us to have reserves against variable cash flow. In addition, we are committing more effort than expected to helping these clients after the first year. Part of our reserves will be held 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. As mentioned above, we have received commitments which will enable us to deliver our planned projects at their planned level until February 2019 with at worst a cushioning from reserves, but we are not confident that we will be able to deliver our full planned range of services for the following year without help from the reserves. 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 currently at about that level, but expect reserves to be depleted over the next eighteen months unless we secure more funding; the unpleasant alternative is a reduction in our services.

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.

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.

We co-opted some new trustees during the course of the year who, subject to election at the AGM, will strengthen the governing body. We are still seeking to fill some gaps identified by our skills audit.

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".

Many 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:

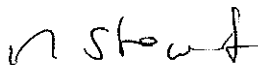
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures 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 13 September 2018 and signed on its behalf by:

Ian Stewart
Chair



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 2018 which are set out on pages 7 to 15.

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
Bethany
Shotley Road
Chelmondiston
Ipswich
IP9 1EE



Statement of Financial Activities

Including Income and Expenditure Account

For the year ended 31 March 2018

| | Notes | Unrestricted funds £ | Restricted funds £ | Total 2018 £ | Total 2017 Note 6 £ |
|---|-------|-------------------------|-----------------------|-----------------|---------------------------|
| Income and endowments from | | | | | |
| Donations | | 91,649 | - | 91,649 | 106,973 |
| Charitable activities | | 148,560 | 288,019 | 436,579 | 403,292 |
| Investments | | - | - | - | - |
| Other | | - | - | - | - |
| Total Income | 2 | 240,209 | 288,019 | 528,228 | 510,265 |
| Expenditure on | | | | | |
| Charitable activities: Refugee Support | | 213,342 | 295,961 | 509,303 | 380,170 |
| Other | | - | - | - | - |
| Total Expenditure | 3 | 213,342 | 295,961 | 509,303 | 380,170 |
| Net income / (expenditure) | | 26,867 | (7,942) | 18,925 | 130,095 |
| Total Funds brought forward at 1 April 2017 | | 190,046 | 71,273 | 261,319 | 131,224 |
| Total Funds carried forward at 31 March 2018 | | 216,913 | 63,331 | 280,244 | 261,319 |

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 2018

| | Notes | 2018 £ | £ | 2017 £ | £ |
|---|-------|-----------------------|---|-----------------------|---|
| Fixed assets | | | | | |
| Tangible assets | 7 | | - | | - |
| Current assets | | | | | |
| Debtors | 8 | 81,087 | | 50,292 | |
| Cash at bank and in hand | | <u>257,307</u> | | <u>248,459</u> | |
| | | 338,394 | | 298,751 | |
| Creditors: amounts falling due within one year | 9 | <u>(58,150)</u> | | <u>(37,432)</u> | |
| Net current assets | | 280,244 | | 261,319 | |
| Total net assets | | <u>280,244</u> | | <u>261,319</u> | |
| The funds of the charity | | | | | |
| Restricted funds | 10 | 63,331 | | 71,273 | |
| Other charitable funds | 11 | 216,913 | | 190,046 | |
| | | <u>280,244</u> | | <u>261,319</u> | |

For the year ending 31 March 2018 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 13 September 2018 and signed on its behalf by:-

Ian Stewart
Chair



Cash flow statement

For the year ended 31 March 2018

| | Notes | 2018 £ | 2017 £ |
|---|-------------|------------------|------------------|
| Cash flows from operating activities | | | |
| Net cash provided by operating activities | (see below) | <u>8,848</u> | <u>51,393</u> |
| Change in cash and cash equivalents in the year | | <u>8,848</u> | <u>51,393</u> |
| Cash and cash equivalents at 1 April 2016 | | <u>248,459</u> | 197,066 |
| Cash and cash equivalents at 31 March 2017 | 13 | <u>257,307</u> | <u>248,459</u> |
| Reconciliation of cash flows from operating activities | | | |
| Net income for the year (as per statement of financial activities) | | 18,925 | 130,095 |
| (Increase)/decrease in debtors | | (30,795) | (50,292) |
| Increase/(decrease) in creditors | | <u>20,718</u> | <u>(28,410)</u> |
| Net cash provided by operating activities | (see above) | <u>8,848</u> | <u>51,393</u> |



Notes to the financial statements

For the year ended 31 March 2018

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.

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

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.

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

| | 2018 | 2017 |
|--|----------------|----------------|
| Donations | | |
| Donations | 27,894 | 33,568 |
| Grants | 63,755 | 73,405 |
| | <u>91,649</u> | <u>106,973</u> |
| Charitable activities (see note 10) | | |
| Grants | 288,019 | 257,888 |
| Delivery of Refugee Resettlement Programme project | 148,560 | 145,404 |
| | <u>436,579</u> | <u>403,292</u> |

3 Total resources expended

| | Staff costs £ | Depreciation £ | Other costs £ | Total 2018 £ | Total 2017 £ |
|-----------------------|------------------|-------------------|------------------|--------------------|--------------------|
| Charitable activities | 376,607 | - | 130,196 | 506,803 | 378,171 |
| Governance costs | - | - | 2,500 | 2,500 | 2,000 |
| | <u>376,607</u> | <u>-</u> | <u>132,696</u> | <u>509,303</u> | <u>380,171</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 number of employees during the year was:

| | 2018 Number | 2017 Number |
|-------------------------------|----------------|----------------|
| Project staff | 19 | 13.5 |
| Management and administration | 4 | 4 |
| | <u>23</u> | <u>17.5</u> |

Employment costs

| | 2018 £ | 2017 £ |
|-----------------------|----------------|----------------|
| Wages and salaries | 333,385 | 248,064 |
| Social security costs | 24,170 | 17,365 |
| Other pension costs | 12,520 | 9,550 |
| Other costs | 6,532 | 4,143 |
| | <u>376,607</u> | <u>279,122</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 2017 is set out below

| | Unrestricted funds £ | Designated funds £ | Restricted funds £ | Total 2017 £ |
|---|----------------------------|--------------------------|--------------------------|--------------------|
| Income and endowments from | | | | |
| Donations and legacies | 103,046 | 3,927 | - | 106,974 |
| Charitable activities | 139,589 | - | 263,703 | 403,292 |
| Investments | - | - | - | - |
| Other | - | - | - | - |
| Total income | <u>242,635</u> | <u>3,927</u> | <u>263,703</u> | <u>510,265</u> |
| Expenditure on | | | | |
| Charitable activities: Refugee Support | 156,002 | - | 224,168 | 380,170 |
| Governance costs | - | - | - | - |
| Total expenditure | <u>156,002</u> | <u>-</u> | <u>224,168</u> | <u>380,170</u> |
| Net income / (expenditure) | 86,633 | 3,927 | 39,535 | 130,095 |
| Transfer between funds | 6,728 | (6,728) | - | - |
| Total Funds brought forward at 1 April 2016 | 96,685 | 2,801 | 31,738 | 131,224 |
| Total Funds carried forward at 31 March 2017 | <u>183,318</u> | <u>6,728</u> | <u>71,273</u> | <u>261,319</u> |

7 Tangible fixed assets

| | Fixtures fittings & equipments £ | Total £ |
|-----------------------|---|---------------|
| Cost | | |
| At 1 April 2017 | 16,788 | 16,788 |
| Additions | - | - |
| At 31 March 2018 | <u>16,788</u> | <u>16,788</u> |
| Depreciation | | |
| At 1 April 2017 | 16,788 | 16,788 |
| Charge for the year | - | - |
| At 31 March 2018 | <u>16,788</u> | <u>16,788</u> |
| Net book value | | |
| At 31 March 2018 | <u>-</u> | <u>-</u> |
| At 31 March 2017 | <u>-</u> | <u>-</u> |

8 Debtors

| | 2018 £ | 2017 £ |
|---------------|---------------|---------------|
| Trade debtors | <u>81,087</u> | <u>50,292</u> |

9 Creditors: amounts falling due within one year

| | 2018 £ | 2017 £ |
|---------------------------------|---------------|---------------|
| Bank overdraft | - | - |
| Trade creditors | 44,554 | 26,472 |
| Taxes and social security costs | 636 | - |
| Accruals and other creditors | 960 | 960 |
| Deferred income | 12,000 | 10,000 |
| | <u>58,150</u> | <u>37,432</u> |

Deferred income represents amounts received by the company the benefit of which is intended for future periods. All deferred income at 31 March 2017 was recognised in the income and expenditure account in the year ended 31 March 2018.

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 2017 £ | Incoming resources £ | Resources expended £ | Transfers £ | Balance at 31 March 2018 £ |
|-------------|---------------------------------|----------------------------|----------------------------|----------------|----------------------------------|
| Big Lottery | 30,272 | 151,839 | 149,866 | - | 32,245 |
| Henry Smith | (2,532) | 37,600 | 35,068 | - | - |
| Other | 43,533 | 98,581 | 111,028 | - | 31,086 |
| | <u>71,273</u> | <u>288,019</u> | <u>295,961</u> | <u>-</u> | <u>63,331</u> |

All 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

| | Balance at 1 April 2017 £ | Net Income £ | Transfers £ | Balance at 31 March 2018 |
|--------------------------|---------------------------------|--------------------|----------------|-----------------------------|
| General charitable funds | 190,046 | 26,867 | - | 216,913 |
| | <u>190,046</u> | <u>26,867</u> | <u>-</u> | <u>216,913</u> |

12 Analysis of net assets between funds

| | Unrestricted funds £ | Restricted funds £ | Total £ |
|---|----------------------------|--------------------------|----------------|
| Fund balances at 31 March 2018 are represented by: | | | |
| Tangible fixed assets | - | - | - |
| Current assets | 275,063 | 63,331 | 338,394 |
| Creditors: amounts falling due within one year | (58,150) | - | (58,150) |
| | <u>216,913</u> | <u>63,331</u> | <u>280,244</u> |

13 Analysis of cash and cash equivalents

| | 2018 £ | 2017 |
|-----------------------|----------------|----------------|
| Bank current accounts | 256,127 | 248,317 |
| Petty cash | 1,180 | 142 |
| Total | <u>257,307</u> | <u>248,459</u> |

14 Related parties

There have been no transactions with related parties.

