

Company registration number: 03894990

Charity registration number: 1078794

Suffolk Refugee Support

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2025

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Suffolk Refugee Support

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Suffolk Refugee Support

Reference and Administrative Details

Trustees	Felicity Szesnat, Chair of Trustees Gerry Toplis, Vice Chair of Trustees Olena Kushakovska, Honorary Secretary Stuart Gordon, Honorary Treasurer Carolyn Crabb Lisa Hilson Paul Reeves Emma Sheppard James Wellesley Wesley
Senior Management Team	Rebecca Crerar, Charity Manager Ashraf El Hussein, Advice Service Manager Leah King, Resettlement Programme Manager Jodi Peck, Operations Manager Martin Simmonds, Fundraising and Communications Manager Samantha Vinyard-Jones, Evaluation and Programmes Manager
Charity Registration Number	1078794
Company Registration Number	03894990
Registered Office	38 St Matthews Street Ipswich Suffolk IP1 3EP
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Suffolk Refugee Support

Trustees' Report

The Trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2025.

Trustees and officers

The Trustees and officers serving during the year and since the year end were as follows:

Trustees:	Felicity Szesnat, Chair of Trustees
	Gerry Toplis, Vice Chair of Trustees
	Olena Kushakovska, Honorary Secretary
	Stuart Gordon, Honorary Treasurer
	Carolyn Crabb (appointed 20 March 2025)
	Lisa Hilson (appointed 15 May 2025)
	Paul Reeves
	Emma Sheppard (appointed 20 March 2025)
	James Wellesley Wesley (appointed 18 April 2024)
	Keith Faull (resigned 3 January 2025)

Structure, governance and management

Nature of 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 by members, with any Trustees co-opted since the previous AGM standing for election each year at the AGM alongside one third of existing Trustees.

The Trustees do not derive any financial benefits from the charity.

Dr Felicity Szesnat was re-elected as the Chair of the Board of Trustees at the first Board meeting following the 2024 Annual General meeting (November 2024), and Gerry Toplis was re-elected Vice-Chair. At the same meeting, Stuart Gordon was re-elected Honorary Treasurer, and Paul Reeves was re-elected Honorary Secretary. Paul Reeves resigned as Honorary Secretary in December 2024, and Olena Kushakovska was elected to replace him. Keith Faull resigned in January 2025, and we would like to thank him for his long service. Since October 2024, three new Trustees have been co-opted by the Board to the Board: Carolyn Crabb, Emma Sheppard, and Lisa Hilson, bringing the total number of Board members to nine.

There are regular Trustee recruitment drives, which balance the frequency of those drives with the expertise required and workload demands.

Suffolk Refugee Support

Trustees' Report

Induction and training of Trustees

Anyone interested in becoming a Trustee must complete an application form and is considered by the full Board for interview. If the Board is content to proceed, a selection panel consisting of at least three Trustees is constituted. If the candidate is successful at interview, they are invited to attend a Board meeting and, if the other Trustees are content, and the candidate remains willing to serve, they are co-opted until the next AGM. At the AGM, members vote to elect co-opted Trustees onto the Board. Trustees are given a formal induction and receive a Trustees' Handbook, which provides 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 also sign-posted to the Charity Commission's "The Essential Trustee". Newly appointed Trustees are also provided with a mentor – this is one of the more experienced Trustees, who will meet with the new Trustee on a regular basis for as long as is deemed helpful.

Many of the Trustees are already involved in, or become involved in, other voluntary work for SRS, such as meeting and helping the service users and staff.

Suffolk Refugee Support

Trustees' Report

Objectives and activities

Objects and aims

Our charitable objectives require us to provide services to asylum seekers and refugees to support them in the process of having their legal right to protection recognised, and in having access to the same life opportunities as do other people living in the UK. Our activities, taken as a whole, deliver public benefit by supporting vulnerable new arrivals to successfully integrate into the Suffolk community, and lead a life they consider worthwhile.

In April 2024 we moved to using a new client database (Charitylog), which records every client advice contact made. Reports for the year, revealed that SRS helped 1,235 clients between April 2024 and end of March 2025. This was slightly less than 2023-24 but still significantly more than in previous years. This figure does not include family members of the individuals helped. In total we recorded 9,675 contacts with clients over the year, across a vast range of advice subjects – the highest being housing, immigration, employment and education.

Strategic plan and values

SRS is working to its Strategic Plan with the following agreed aims:

- Basic Needs - To address our Clients' fundamental needs including immigration status, housing, education, physical and mental health, employment and personal safety
- Social Well-being - To facilitate and support recreational and leisure-time activities aimed at enhancing our Clients' social well-being and quality of life
- Independence - To support our Clients in transitioning towards independence from SRS' services
- Awareness and Rights - To promote awareness and understanding of our Clients' experience in the community, including advocating, advising, and lobbying to encourage statutory and other bodies to meet their obligations to our Clients
- Client Partnership - To develop our partnership with our Clients to achieve a co-production model of service design, evaluation, and delivery
- Governance - To uphold the effective governance and management of SRS in order to maximise its impact and ensure that its work is informed by 'voices of lived experience'
- Staff - To maintain a workplace that values and supports Staff, enabling them to effectively carry out their roles in a healthy working environment
- Volunteers - To increase and develop Volunteers' contribution to the work of SRS

Alongside these aims are the following organisational values:

- Individuals Matter - each Client is unique and has an intrinsic value and constructive role to play in UK society
- Respect - We are open, welcoming, respectful, and transparent in our dealings with one another and with others
- Self Determination - We direct our efforts towards self-determination and ultimate independence for our Clients
- Client-Centred - We are led by the needs and interests of our Clients and design our services to work holistically to meet these
- Safe Environment - The all-round safety and security of our Clients and everyone who works for and with SRS is of paramount importance
- Keeping Informed - We keep ourselves fully informed and knowledgeable about every sphere of our work.

These aims and operating principles, which the Board reviews and develops on a regular basis, are foundational to shaping SRS' overall action plan for the coming and future years.

Suffolk Refugee Support

Trustees' Report

Objectives, strategies and activities

Demand for SRS's services dropped off slightly with the closure of the asylum hotels at the end of 2023 but increased over 2024 as asylum seekers were housed in additional areas of Suffolk (known as dispersal). Resettlement numbers stayed steady with arrivals mainly from Afghanistan; Ukrainian refugee numbers stayed steady for the year as did the numbers of Unaccompanied Asylum-Seeking Children (UASC) in the county.

Changes to refugee demographic and numbers in Suffolk

Ukrainian refugee numbers in Suffolk stabilised at around 1,100, with around 2/3rds moving from living with a host to living independently. The resettlement programme welcomed and supported eight newly arrived Afghan refugee families, one family from Syria, as well as continuing to support 35 families who had arrived in the previous three years. Alongside these new arrivals, SRS also supported around 160 asylum seeking children who have arrived in the UK without their families. SRS supported 100 asylum seekers housed in 30 home office provided properties in Ipswich and other towns in Suffolk, whilst their asylum case is heard. We also continued to support many clients from the settled population. The top 4 countries of origin of those we supported are, Ukraine, Afghanistan, Iraq and Sudan.

Our activities and services

During 2024-25, we continued to provide the following much-needed services for asylum seekers and refugees in Suffolk:

- An appointment-based advice service, from our town centre office and on location across Suffolk, which provides a huge range of advice areas.
- The advice service also liaises with and advises key statutory and voluntary bodies.
- A stand-alone employment advice service under the same roof as the advice service and on location across Suffolk.
- Resettlement support for integrating refugees who have arrived under the UK Resettlement Schemes including outreach across Suffolk.
- Weekly ESOL (English for Speakers of Other Languages) classes at all levels (leading to a qualification) as well as facilitating attendance at other classes.
- Weekly international Women's Group (with ESOL element) from town centre location and via Zoom.
- Weekly Homework Club and Youth Group for 14 -18-year-old asylum seekers and refugees, who are mainly in the UK without families.
- Weekly football and other sports and fitness sessions for refugees and asylum seekers.
- One to one volunteer support (face to face and via Zoom) for a range of help, particularly ESOL / academic support.
- Weekly sewing group for refugee women.
- Clothing for newly arrived asylum seekers; both new (underwear, socks and basic t-shirt/trousers) and donated (everything else).
- Help with buying essential items such as school uniforms and baby items.
- Help with sourcing donated laptops and baby equipment.
- Help with transport costs to essential appointments.
- School holiday activities for children in refugee families.

Public benefit

The Trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Suffolk Refugee Support

Trustees' Report

Financial review

During 2024/25, costs have been in line with budget, as SRS continues to provide a broad range of services utilising both grants and donations received and contract funding from Suffolk County Council for work with resettled refugees.

The generosity of our funders and the private supporters, who regularly donate towards our work, is really appreciated and makes a world of difference. We thank them for their help and support.

At the end of March 2025, Reserves remain within our policy of retaining around 25% of contract costs and 50% of other running costs (see the reserves policy section below) to allow for confident planning for the subsequent year.

The main risk to SRS is a financial risk around a significant reduction in income, caused by drastically lower funding, grants or donations. Maintaining our Reserves level to stay within our policy would allow a controlled revision to the services offered or an orderly closure of the charity if this occurred.

Our budget grew from £868,000 in 2023-24 to £922,000 in April 2024-25 (revised to £835,000 in November 2024). Much of this was due to a salary review, which sought to bring managers' salaries closer to the sector levels as well as a cost-of-living increase of 5% to all staff, but then staff vacancies and a decision not to replace one post led to the subsequent reduction in planned spend.

The Finance Sub-Committee meets regularly to review our financial position, comparing the costs against internal budgets and forecasts. These reviews provide the Board of Trustees with a strong understanding of our finances, allowing controlled planning on how to proceed in delivering our objectives within our budgetary constraints.

The Board continues to have confidence in the internal controls, which ensure that SRS meets its obligations and ensures the longer-term stability of the charity.

Policy on reserves

Our reserves policy recommends an ideal level of reserves for our contracted work of three months running costs whilst the reserves levels for the rest of our work is six months to ensure that we can financially cover the need to partially or wholly wind down the services should the need arise. Our unrestricted reserves at the end March 2025 stand at £322,483, which is in line with the above policy.

Expected future demand

We expect our future services to be very much in demand. To date, we have a strong fundraising plan to ensure we stay within income levels to deliver our services but need to be vigilant of the risks and plan future cuts if we fall below planned income levels for 2025-26.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Suffolk Refugee Support

Trustees' Report

Statement of Responsibilities

The Trustees (who are also the directors of Suffolk Refugee Support for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.


Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they 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 its income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records that can 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 are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the Trustees of the charity on 11/09/2025 and signed on its behalf by:


.....
Felicity Szesnat
Chair of Trustees

Suffolk Refugee Support

Independent Examiner's Report to the Trustees of Suffolk Refugee Support ('the Company')

Independent examiner's report to the Trustees of Suffolk Refugee Support ('the Company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's Trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

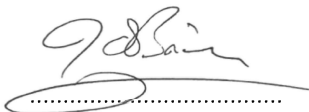
Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member and Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



John O'Brien MSc, FAIA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 11/09/2025

Suffolk Refugee Support

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2025 £	Total 2024 £
Income and Endowments from:					
Donations and legacies	2	86,008	-	86,008	127,728
Charitable activities	3	8,735	667,038	675,773	624,239
Investment income	5	7,684	-	7,684	1,125
Total income		<u>102,427</u>	<u>667,038</u>	<u>769,465</u>	<u>753,092</u>
Expenditure on:					
Charitable activities	6	<u>(214,143)</u>	<u>(592,046)</u>	<u>(806,189)</u>	<u>(870,007)</u>
Total expenditure		<u>(214,143)</u>	<u>(592,046)</u>	<u>(806,189)</u>	<u>(870,007)</u>
Net (expenditure)/income		<u>(111,716)</u>	<u>74,992</u>	<u>(36,724)</u>	<u>(116,915)</u>
Net movement in funds		(111,716)	74,992	(36,724)	(116,915)
Reconciliation of funds					
Total funds brought forward		<u>434,199</u>	<u>21,311</u>	<u>455,510</u>	<u>572,425</u>
Total funds carried forward	12	<u>322,483</u>	<u>96,303</u>	<u>418,786</u>	<u>455,510</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 12.

The notes on pages 13 to 22 form an integral part of these financial statements.

Suffolk Refugee Support

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period 2023/24 and are included for comparative purposes

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	2	127,728	-	127,728
Charitable activities	3	-	624,239	624,239
Investment income	5	1,125	-	1,125
Total income		<u>128,853</u>	<u>624,239</u>	<u>753,092</u>
Expenditure on:				
Charitable activities	6	<u>(231,971)</u>	<u>(638,036)</u>	<u>(870,007)</u>
Total expenditure		<u>(231,971)</u>	<u>(638,036)</u>	<u>(870,007)</u>
Net expenditure		<u>(103,118)</u>	<u>(13,797)</u>	<u>(116,915)</u>
Net movement in funds		(103,118)	(13,797)	(116,915)
Reconciliation of funds				
Total funds brought forward		<u>537,317</u>	<u>35,108</u>	<u>572,425</u>
Total funds carried forward	12	<u><u>434,199</u></u>	<u><u>21,311</u></u>	<u><u>455,510</u></u>

The notes on pages 13 to 22 form an integral part of these financial statements.

Suffolk Refugee Support
(Registration number: 03894990)
Balance Sheet as at 31 March 2025

	Note	2025 £	2024 £
Current assets			
Debtors	8	3,900	80,000
Cash at bank and in hand	9	<u>422,232</u>	<u>382,415</u>
		426,132	462,415
Creditors: Amounts falling due within one year	10	<u>(7,346)</u>	<u>(6,905)</u>
Net assets		<u>418,786</u>	<u>455,510</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	12	96,303	21,311
Unrestricted income funds			
Unrestricted funds		<u>322,483</u>	<u>434,199</u>
Total funds	12	<u>418,786</u>	<u>455,510</u>

For the financial year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 9 to 22 were approved by the Trustees, and authorised for issue on 11/09/2025, and signed on their behalf by:



Stuart Gordon
Honorary Treasurer

The notes on pages 13 to 22 form an integral part of these financial statements.

Suffolk Refugee Support

Statement of Cash Flows for the Year Ended 31 March 2025

	Note	2025 £	2024 £
Cash flows from operating activities			
Net cash expenditure		(36,724)	(116,915)
Adjustments to cash flows from non-cash items			
Investment income	5	<u>(7,684)</u>	<u>(1,125)</u>
		(44,408)	(118,040)
Working capital adjustments			
Decrease in debtors	8	76,100	11,766
Increase in creditors	10	<u>441</u>	<u>465</u>
Net cash flows from operating activities		32,133	(105,809)
Cash flows from investing activities			
Interest receivable and similar income	5	<u>7,684</u>	<u>1,125</u>
Net increase/(decrease) in cash and cash equivalents		39,817	(104,684)
Cash and cash equivalents at 1 April		<u>382,415</u>	<u>487,099</u>
Cash and cash equivalents at 31 March		<u><u>422,232</u></u>	<u><u>382,415</u></u>
Reconciliation of net cash flow to movement in net funds			
Increase/(decrease) in cash		39,817	(104,684)
Net funds at 1 April 2024		<u>382,415</u>	<u>487,099</u>
Net funds at 31 March 2025		<u><u>422,232</u></u>	<u><u>382,415</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 13 to 22 form an integral part of these financial statements.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: 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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Suffolk Refugee Support meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis.

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The Trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets costing over £500 so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

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

Restricted income funds are those grants for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

2 Income from donations and legacies

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Donations and legacies;			
Donations from individuals	61,912	61,912	62,862
Legacies	-	-	32,248
Gift aid reclaimed	4,096	4,096	3,433
Grants, including capital grants;			
Grants from other charities	20,000	20,000	25,000
Grants from companies	-	-	4,185
	<u>86,008</u>	<u>86,008</u>	<u>127,728</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Grants & donations	-	667,038	667,038	624,239
Sundry income	8,735	-	8,735	-
	<u>8,735</u>	<u>667,038</u>	<u>675,773</u>	<u>624,239</u>

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Suffolk County Council	-	273,854	273,854
National Lottery Community Fund	-	120,000	120,000
Garfield Weston	-	45,000	45,000
Tudor Trust	-	36,667	36,667
EON (via Local Government East)	-	35,634	35,634
LD Rope Trust	20,000	8,000	28,000
Suffolk Police and Crime Commissioner (via SCF)	-	20,000	20,000
Ipswich Borough Council	-	18,739	18,739
Cancer Community Partnership Fund (via SCF)	-	17,780	17,780
Mulberry Trust	-	12,500	12,500
Sport England	-	10,668	10,668
Household Support Fund (via SCF)	-	10,000	10,000
People Health Trust	-	9,046	9,046
French Huguenot Church	-	6,000	6,000
Lovel Foundation	-	6,000	6,000
Community Voices in Health Research (via SCF)	-	5,000	5,000
Frank Jackson Fund (via SCF)	-	5,000	5,000
Anonymous	5,000	-	5,000
Ipswich Health and Wellbeing Fund	-	4,950	4,950
Energy Saving Trust	-	4,347	4,347
Gift Aid	4,096	-	4,096
Annie Tranmer Charitable Trust	-	3,000	3,000
Suffolk Giving Fund (via SCF)	-	3,000	3,000
Wider Horizons Grant Making Programme (via SCF)	-	2,800	2,800
Co-op Community Cares (via SCF)	-	2,500	2,500
Maurken Fund (via SCF)	-	2,491	2,491
Pear family (via SCF)	-	2,062	2,062
RJB Grantmaking Fund (via SCF)	-	2,000	2,000
Donations from individuals	56,912	-	56,912
	<u>86,008</u>	<u>667,038</u>	<u>753,046</u>

Note

SCF stands for Suffolk Community Foundation.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

5 Investment income

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Interest receivable and similar income;			
Interest receivable on bank deposits	7,684	7,684	1,125

6 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Anniversary events	1,384	-	1,384	-
Bank charges	509	-	509	-
Client destitution & travel	3,923	2,500	6,423	6,368
Client (other support)	9,084	-	9,084	43,899
Communications	3,948	2,250	6,198	4,644
English tuition	2,909	500	3,409	2,778
General trips	-	513	513	-
Health activities	-	-	-	1,072
Insurance	804	-	804	2,401
IT equipment & database	1,670	-	1,670	16,697
IT support	6,832	-	6,832	3,550
Legal & professional fees	6,491	-	6,491	5,833
Office supplies	7,341	500	7,841	2,030
Premises costs	10,412	14,411	24,823	32,410
Printing & copying	1,564	-	1,564	2,609
Publicity	1,655	250	1,905	1,072
Recruitment	279	1,000	1,279	1,075
Resettlement support	1,966	3,850	5,816	13,548
Salaries, NI & pensions	135,124	556,314	691,438	698,165
Skills exchange	1,093	500	1,593	3,515
Sports & Health workshops	2,149	1,000	3,149	2,989
Staff & volunteer travel	1,536	2,100	3,636	2,164
Subscriptions	-	-	-	49
Training & supervision	5,174	-	5,174	4,598
Translations	107	500	607	3,463
Volunteer costs	2,592	1,000	3,592	4,420
Women's group	4,509	1,000	5,509	5,174
Young People group and trips	1,088	3,858	4,946	5,484
	214,143	592,046	806,189	870,007

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

7 Staff costs

The aggregate payroll costs were as follows:

	2025 £	2024 £
Staff costs during the year were:		
Wages and salaries	625,487	644,056
Social security costs	44,359	34,161
Pension costs	21,592	19,948
	<u>691,438</u>	<u>698,165</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2025 No	2024 No
Average number of employees	<u>31</u>	<u>32</u>

21 (2024 - 19) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £21,592 (2024 - £19,948).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £43,926 (2024 - £36,404).

8 Debtors

	2025 £	2024 £
Prepayments	3,900	-
Other debtors	<u>-</u>	<u>80,000</u>
	<u>3,900</u>	<u>80,000</u>

9 Cash and cash equivalents

	2025 £	2024 £
Cash on hand	554	1,291
Cash at bank	<u>421,678</u>	<u>381,124</u>
	<u>422,232</u>	<u>382,415</u>

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

10 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	2,263	6,905
Other creditors	3,481	-
Accruals	1,602	-
	<u>7,346</u>	<u>6,905</u>

11 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the Trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

12 Funds

	Balance at 1 April 2024 £	Incoming resources £	Resources expended £	Balance at 31 March 2025 £
Unrestricted funds				
<i>General</i>				
General fund	434,199	102,427	(214,143)	322,483
Restricted funds				
Advice Work	-	321,619	(257,623)	63,996
Digital Inclusion	-	15,263	(6,360)	8,903
EON	-	35,634	(35,634)	-
Health & Sport Activities	-	49,935	(26,531)	23,404
Housing, Energy & Household Support	-	17,347	(17,347)	-
Resettlement Work	-	155,588	(155,588)	-
Ukraine Fund	-	60,000	(60,000)	-
Youth Activities	21,311	11,653	(32,964)	-
Total restricted funds	<u>21,311</u>	<u>667,039</u>	<u>(592,047)</u>	<u>96,303</u>
Total funds	<u>455,510</u>	<u>769,466</u>	<u>(806,190)</u>	<u>418,786</u>

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
<i>General</i>				
General fund	537,317	128,853	(231,971)	434,199
Restricted				
Advice Work	3,750	266,457	(270,207)	-
BBO	-	2,601	(2,601)	-
Health & Sport Activities	-	2,500	(2,500)	-
Housing Advice	9,258	11,153	(20,411)	-
Hotels work	15,000	50,616	(65,616)	-
Resettlement Work	-	161,267	(161,267)	-
Ukraine Fund	-	73,500	(73,500)	-
Youth Activities	7,100	56,145	(41,934)	21,311
Total restricted funds	<u>35,108</u>	<u>624,239</u>	<u>(638,036)</u>	<u>21,311</u>
Total funds	<u><u>572,425</u></u>	<u><u>753,092</u></u>	<u><u>(870,007)</u></u>	<u><u>455,510</u></u>

The specific purposes for which the funds are to be applied are as follows:

Advice work - a wide range of advice and guidance for refugees and asylum seekers, from financial wellbeing to accessing immigration legal advice.

Digital inclusion - improve ability to access online services.

EON - employment opportunities for overseas nationals.

Health & sport - health and wellbeing advice and sports activities.

Housing, energy & household support - a range of advice and guidance on housing options and issues, including move on advice for newly recognised refugees.

Resettlement - specialist casework for refugee families resettled to Suffolk under UK government schemes.

Ukraine - advice and guidance for Ukrainian refugees in Suffolk under UK government schemes.

Youth work - advice, activities and educational support for young refugees and asylum seekers.

Last year there were the following restricted funds:

BBO - promoting employability and social inclusion through the Building Better Opportunities Fund.

Hotels work - advice and guidance for asylum seekers placed in asylum contingency hotels.

Housing work - a range of advice and guidance on housing options and issues, including move on advice for newly recognised refugees.

Unrestricted Funds

This year, we have provided a breakdown of Unrestricted Funds to distinguish unrestricted funds, which are designated to be spent beyond March 31st 2025, but with a time restriction, from those with no time restriction.

Our funders require time restricted funds to be spent within an agreed time frame and these are, therefore, not truly unrestricted.

Any remaining unrestricted funds are shown as “General charitable funds” which are to be used to meet the Charity’s aims. These are not time limited and are therefore considered to be unrestricted reserves.

Suffolk Refugee Support

Notes to the Financial Statements for the Year Ended 31 March 2025

13 Analysis of net assets between funds

	Unrestricted		2025
	General £	Restricted £	Total funds £
Current assets	329,829	96,303	426,132
Current liabilities	(7,346)	-	(7,346)
Total net assets	<u>322,483</u>	<u>96,303</u>	<u>418,786</u>

	Unrestricted		2024
	General £	Restricted £	Total funds £
Current assets	441,104	21,311	462,415
Current liabilities	(6,905)	-	(6,905)
Total net assets	<u>434,199</u>	<u>21,311</u>	<u>455,510</u>

14 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2025 £	2024 £
Independent examination	1,335	1,280
	<u>1,335</u>	<u>1,280</u>

15 Taxation

The charity is a registered charity and is therefore exempt from taxation.

16 Trustees remuneration and expenses

No Trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No Trustees have received any reimbursed expenses or any other benefits from the charity during the year.

17 Related party transactions

There were no related party transactions in the year.