

**KALAYAAN** (limited by guarantee)

### **FINANCIAL STATEMENTS**

For the Year Ended 31 MARCH 2018

Registered Charity in England and Wales – 1146596 Registered company in England and Wales 07968872

### THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

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### FINANCIAL STATEMENTS FOR THE FOR THE YEAR ENDED 31 MARCH 2018

### **ORGANISATION INFORMATION**

### **Legal Status**

Charity and private company limited by guarantee.

### MANAGEMENT COMMITTEE MEMBERS

Nuldia Abdurahim (May 2018, former migrant

domestic worker) Myriam Cherti Rob Fink (Co-Chair) Alison Harvey (Co-Chair)

Silvia Hill (joined July 2017, treasurer)

Virginia Mantouvalou

Khadija Najlaoui (resigned June 2017)

David Ould (Treasurer, resigned in April 2018)

**STAFF** 

Rita Gava (Company Secretary)

Marta Bratek

Dominic Clarke (Freelance)

Josie Collins Andrea Kyselakova Alexandra Millbrook

Avril Sharp

REGISTERED OFFICE

St. Francis Centre 13 Hippodrome Place London W11 4SF

INDEPENDENT EXAMINER

Anne Harraghy PK Audit LLP

Chartered Accountants

1 Parkshot Richmond Surrey TW9 2RD

**BANKER** 

CAF

25 Kings Hill Avenue

Kings Hill West Malling

Kent ME19 4JQ

### REPORT OF THE MANAGEMENT COMMITTEE MEMBERS

The Management Committee present its directors' report and independently examined accounts for the year ended 31 March 2018.

The accounts have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the company's Memorandum and Articles of Association, the Companies Act 2006 and 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.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

Kalayaan is a registered charity and company limited by guarantee. Its main business is carried out from its offices in London. Day to day management is the duty of the Director appointed by the charity trustees and the trustees of the charity exercise overall control.

The organisation's structure, governance and management are set out in the Constitution. The objects are:

- To advance education and relieve poverty, particularly by:
  - a. The provision of legal and other advice.
  - b. The relief of unemployment for the public benefit amongst people who are unemployed.
- To advance education for the public benefit.
- To promote health for the benefit of the public.
- To improve the conditions of life by the provision of recreational facilities in the interests of social welfare to those current and former migrant domestic workers who have the need of such facilities by reason of their social and economic circumstances.

Members of the Management Committee act as trustees for the purpose of charity law and directors for the purpose of company law and are appointed by the AGM. Membership is open to all those interested in supporting the work of the organisation and up to 25% of the Committee is reserved for current or former migrant domestic workers.

### **Principal Activities**

During the last financial year Kalayaan provided the following services for migrant domestic workers:

- Six day a week Drop in Centre.
- Immigration advice from qualified staff.
- Employment advice, with particular reference to rights at work.
- · Access to job opportunities.
- Emergency support for those running away from abusive employers.
- ESOL and literacy classes for some 130 students.
- Advice and assistance on health issues.
- Research on issues currently facing migrant domestic workers in the UK and the policies in place to protect them.
- Raising public awareness about the issues facing migrant domestic workers in the UK.

## KALAYAAN - JUSTICE FOR MIGRANT DOMESTIC WORKERS REPORT OF THE MANAGEMENT COMMITTEE (continued)

• Informing the Home Office and related agencies about the real problems facing migrant domestic workers and the likely impact of new and existing policies, particularly immigration rules affecting migrant domestic workers.

Registered with the government as a first responder to begin the process of formally

identifying people as victims of trafficking.

During the reporting period Kalayaan provided at least 20 advice sessions per week. Over 280 service users benefitted from these sessions: beneficiaries were a combination of previous and newly registered service users, all of whom presented a diverse range of needs. Nearly 105 were new service users, 63 were assisted with their application for visa renewal, 54 with settlement applications and around 58 needed advice on other immigration issues. Following the decision to widen the scope of advice available to migrant domestic workers, Kalayaan appointed an OISC level 3 adviser last year and continued to upgrade other staff skills from OISC 1 to 2 or above. Support continued to be given to the Sisters of the Franciscan Servants of Mary order, to enable them to provide emergency accommodation and support for migrant domestic workers who had escaped from abusive employers. Long hours, wages below the national minimum wage, illegal retention of passports and verbal and physical abuse continue to be regularly reported by those accessing Kalayaan's services.

Kalayaan runs volunteer led English classes at three levels for migrant domestic workers, offering language support ranging from basic literacy and English to training for those taking the knowledge of language and life in the UK test. More than 130 students attended the classes in 2017/2018.

Kalayaan is thankful for the work and support of many volunteers without whom it could not operate so widely. In particular volunteer work has been invaluable in supporting staff by teaching English classes, interpreting for clients, administrative work in the office, supporting clients with CV writing, reading letters, etc., and providing accommodation for homeless migrant domestic workers.

Kalayaan's priorities in the current year are:

• To demonstrate to the government, parliamentarians and the public the extent to which the changes made to the immigration rules for migrant domestic workers have failed to mitigate the negative impact of the 2012 revision to those rules for migrant domestic workers. To work for repeal of the 2012 rules and, pending that, for the government to implement the full recommendations of the Ewins' review of the immigration rules for migrant domestic workers, including full implementation of the safeguards promised in the government response to the review; to provide more protection for MDWs employed by embassy staff in the UK.

### REPORT OF THE MANAGEMENT COMMITTEE (continued)

- To continue to provide high quality advice and representation to migrant domestic workers and to increase the range of matters on which Kalayaan is able to provide such advice and representation by gradually improving staff qualifications from OISC Level 1 to OISC Level 2.
- To extend Kalayaan's ability to reach and to support those who enter the UK under the new visa and those from countries currently underrepresented among clients, including through outreach and campaigning/research.
- Despite the limitations to legal aid, to continue to support clients to take their cases for compensation to employment tribunals in the UK and to ensure that the results of such tribunals are widely publicised.
- To monitor the impact of modern slavery laws and to ensure that of the protections in the Council of Europe Convention on Action Against Trafficking in Human Beings are made fully available to those Kalayaan clients who meet the criteria.
- To continue to run ESOL classes for migrant domestic workers.
- To improve monitoring and evaluation of progress against strategy and objectives.

The Management Committee recognises the hard work of the staff over the last year and would like to thank them for their support.

### **Risk Management**

The Management Committee has considered the main risks to the future of the organisation and identifies these as follows:

- Reputational risks from campaigning and giving advice in sensitive and complex areas
  of immigration, including of undocumented workers.
- Effect of short-term visa on opportunities for, and willingness of, migrant domestic workers to engage with organisations such as Kalayaan, with resultant risks for research and campaigning work with them;
- Capacity of small charity to develop and grow in a demanding and fast changing environment.
- Funding: although Kalayaan has been well funded during its history, the management committee understands that funding for charities has become more difficult overall. Kalayaan has built up adequate reserves to fund the organisation during any time of shortfall.

For the last fifteen years, Kalayaan has been a fully accredited advice centre and advice work and staff providing advice are audited, and staff supervised. Adding an OISC level 3 adviser to the staff team and preparing staff for accreditation at higher levels have added further professionalism and support this complex work being undertaken safely. Priority is placed on staff training. Having a an OISC level 3 adviser on the team means that a more diverse range of work can be undertaken for clients, including those on the restrictive short visa who have very limited options. Kalayaan is also working to develop its outreach services and to offer migrant domestic workers diverse opportunities to be involved in research and campaigning. The organisation has conducted a strategic review and has created a detailed business plan against which to review, monitor and allocate work. We have added one administrative team member to increase support for the Director.

### REPORT OF THE MANAGEMENT COMMITTEE (continued)

Kalayaan strives to maintain its diverse funding base.

#### Reserves

Throughout its life Kalayaan has operated with minimum financial resources. Some years ago the Management Committee decided that it would be prudent to build up sufficient general reserves to cover at least three to four months of core operating expenditure. This is thought to be necessary to cover any short term reduction in restricted fund income, which makes up the bulk of Kalayaan's funds. The Committee is pleased to report that the general reserve had reached a level of four and a half months normal expenditure at the end of March 2018.

### **Asset cover for funds**

Note 10 sets out an analysis of the assets attributable to the various funds. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

### Statement of the Management Committee's Responsibilities:

Company and charity 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 charity and of its results for that period. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether the policies adopted are in accordance with the Charities SORP and with applicable accounting standards, 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 charity will continue in operation.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

### **Public Benefit Statement**

The sections of this report above entitled "Principal Activities" set out Kalayaan's objectives and reports on the activity and successes in the year to  $31^{\rm st}$  March 2018 as well as explaining the plans for the current financial year. The Trustees consider that Kalayaan's work continues to benefit a wide range of individuals in the local community and throughout the UK.

### REPORT OF THE MANAGEMENT COMMITTEE (continued)

### **Financial Review**

Income for the year of £234,112 was 8.5% lower than the previous year. This was mainly due to the timing of longer term restricted fund grants. Unrestricted fund grants of £32,320 were 30% above 2017/2018 Total expenditure of £223,540 for the year was 0.7 % lower on the previous year.

Kalayaan's accounts for the financial year 2017/18 showed a surplus of £10,573, made up of a deficit of £ (5,556) on restricted funds and a surplus of £ 16,129 on unrestricted funds. At the year end the organisation's free (unrestricted) reserves were £106,358 in line with the Board's target. Overall the financial situation remains healthy.

Details of income and expenditure may be found in the figures and notes to the accounts set out below, along with the balance sheet. The fluctuations in debtors and creditors year on year are purely the result of the timing of receipts and payments around the year-end.

In accordance with Section 485 of the Companies Act 2006, a resolution proposing the reappointment of the independent examiner will be put to the first Management Committee following the Annual General Meeting.

Approved by the Management Committee on and signed on its behalf by

Alison Harvey

Management Committee Member

Date 5/11/2019

Silvia Hill

Management Committee Member

Date 5/11/2018

Filsia Hill

### INDEPENDENT EXAMINER'S REPORT

## TO THE MANAGEMENT COMMITTEE MEMBERS OF KALAYAAN - JUSTICE FOR MIGRANT DOMESTIC WORKERS

I report on the financial statements of the company for the year ended 31 March 2018, which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006. The charity's trustees consider that an audit is not required for this year under Part 16 of the 2006 Act and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ICAEW.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking 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 accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records
- the accounts do not comply with the relevant accounting requirements under section 396 of the Companies Act 2006, 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS 102).

### **INDEPENDENT EXAMINER'S REPORT**

### TO THE MANAGEMENT COMMITTEE MEMBERS OF **KALAYAAN - JUSTICE FOR MIGRANT DOMESTIC WORKERS**

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.

Anne Harraghy (BA, FCA) PK Audit LLP

A. E. Harraghy

**Chartered Accountants** 

1 Parkshot

Richmond

Surrey

TW9 2RD

Date 7.11.2018

## STATEMENT OF FINANCIAL ACTIVITIES (& Income and Expenditure Account) FOR THE FOR THE YEAR ENDED ON 31 MARCH 2018

|  | Unrestricted Restricted 2018 |           |         |             | 2017             |
|--|------------------------------|-----------|---------|-------------|------------------|
|  | 2018<br>Notes                | Funds     | Funds   | Total Funds | Total            |
| Funds  |                              |           |         |             |                  |
|  |                              | £         | £       | £           | £                |
| Incoming Resources:                          |                              |           |         |             |                  |
| Charitable activities Trust for London       |                              | -         | -       | -           |                  |
| Oak Foundation                               |                              | -         | 50,000  | 50,000      | 47,916           |
| Royal Borough of Kensington 8                | k Chelsea                    | -         | 9,792   |             | 9,792            |
| 10,800<br>Barrow Cadbury Trust               |                              | -         | 37,000  | 37,000      | 31,000           |
| Church Fund for the Sisters                  |                              | -<br>71 F | _       | -<br>715    | -<br>1,500       |
| ATMG The Henry Smith Charity                 |                              | 715<br>-  | -<br>-  | 713         | 25,000           |
| Lloyds Bank Foundation                       |                              | _         | 20,000  | 20,000      | 20,000           |
| Samworth Foundation                          |                              | -         | 35,000  | 35,000      | 35,000           |
| Esmee Fairbairn Foundation                   |                              | -         | 50,000  | 50,000      | 50,000           |
| AB Charitable Trust<br>Bromley Trust         |                              | 22,500    | -       | 22,500      | 10,000<br>12,500 |
| Voluntary Income                             |                              | 8,967     | _       | 8,967       | 11,969           |
| Fundraising / Donations etc<br>Clients Money |                              | 0,907     | _       | -           | =                |
| Membership                                   |                              | -         | -       | -           | -                |
| Investment Income Bank Interest              | 2                            | 138       | -       | 138         | 253              |
| Total Incoming Resources                     |                              | 32,320    | 201,792 | 234,112     | 255,938          |

# KALAYAAN JUSTICE FOR MIGRANT DOMESTIC WORKERS STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED ON 31 MARCH 2018 (CONTINUED)

| 201  |         | ed Restrict                 | ed 2018        | 2017           |
|--|---------|-----------------------------|----------------|----------------|
|  | esFunds | Fund                        | Total Funds To | otal Funds     |
| Doggerster Francisch                                       | £       | £                           | £              | £              |
| Resources Expended Charitable Activities                   |         |                             |                |                |
| Salaries / ENIC / Pension                                  | 0.670   | 440 454                     |                |                |
|  | 8,678   | 143,156                     | 151,834        | •              |
| Child Care Vouchers (salary sacrifice) Admin Support       |         | 2.047                       | -              | 551            |
| Payroll Costs  | 1,075   | 3,047                       | ,              |                |
| Staff Travel   | 213     | 440                         | 653            | 653            |
| Staff Development/Training/Recruit                         | 36      | 158                         | 194            | 173            |
| English Classes  |         | 1,172                       | 1,172          | 4,899          |
| Other Client Support                                       | - 40    | 7,950                       | 7,950          | 7,531          |
|  | 48      | 3,961                       | 4,009          | 3,196          |
| Emergency Fund / Accommodation<br>Sisters Support Services | -       | 694                         | 694            | 648            |
| Volunteers' Expenses                                       | -       | 4.40                        |                | 5,500          |
| Premises Costs   | 91      | 449                         | 540            | 490            |
|  | 2,995   | 24,724                      | 27,719         | 27,759         |
| Equipment Repairs & Build Maintenar                        |         | 4,300                       | 4,993          | 5 <b>,</b> 774 |
| Stationery / Postage / Photocopying                        | 573     | 5,166                       | 5,739          | 4,068          |
| Subscriptions / Memberships etc                            | 268     | 397                         | 665            | 818            |
| Telephone / Fax / Internet/ Website                        | 514     | 5,000                       | 5,514          | 3,830          |
| Sundry Expenses  |         | -                           |                | 55             |
| Campaigning/Advocacy                                       | 704     | 1,103                       | 1,807          | 37             |
| Insurance  |         |                             |                | 5,648          |
| Cost of Generating Funds                                   | 108     | 108                         | 216            | 203            |
| Depreciation   |         | 2,305                       | 2,305          | 2,098          |
| Governance Costs   |         |                             |                |                |
| Management Committee Expenses                              | 45      | 104                         | 149            | 271            |
| Bank Charges   |         | 60                          | 60             | 25             |
| Accountancy/Legal fees                                     | -       | -                           | -              | 264            |
| Independent Examination                                    | 150     | 3,054                       | 3,204          | 2,500          |
| Total Resources Expended                                   | 16,191  | 207,349                     | 223,539        | 222.640        |
|  |         | 207/343                     |                | 222,640        |
| Net incoming (outgoing) resource                           | es      |                             |                |                |
| For the year   | 16,129  | (5,556)                     | 10,573         | 33,298         |
| Othor income   |         |                             | ·              | •              |
| Other income   | -       | -                           | -              | -              |
| Transfers between Funds                                    | prop.   | -                           | -              | -              |
| Balance Brought Forward at                                 |         | _                           |                |                |
| 1 April 2017   | 90,230  | 67,860                      | 158,090        | 124,792        |
| Balance carried forward at                                 |         |                             |                |                |
| 31 March 2018  | 106,359 | 62,304                      | 160 660        | 150 000        |
|  | =====   | 02,30 <del>4</del><br>===== | 168,663        | •              |
|  |         |                             | =====          | _=====         |

### **BALANCE SHEET** AS AT 31 MARCH 2018

| AS AT 31 MARCH 2018                                       | Notes | 2018<br>£         | 2017<br>£            |
|---|-------|-------------------|----------------------|
| Net Fixed Assets  | 4     | 4,163             | 6,148                |
| Current Assets: Debtors Cash at bank and in hand          | 5     | 37,000<br>154,583 | 2,000<br>159,055     |
|   |       | 191,583           | 161,055              |
| <b>Liabilities:</b> (Amounts falling due within one year) | 6     | (27,083)          | (9,113)<br>          |
| Net Current Assets  |       | 164,500<br>=====  | 151,942<br>=====     |
| NET ASSETS:   |       | 168,663<br>=====  | 158,090<br>=====     |
| Funds: Unrestricted funds: General Restricted funds:      | 7     | 106,359<br>62,304 | 90,230<br>67,860<br> |
|   | 10    | 168,663           | 158,090              |
|   |       | =====             | =====                |

For the year ended 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 have an audit in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

and signed on its behalf by: by the management committee on

Alison Harvey

Management Committee Member

Date ...

Silvia Hill

Management Committee Member

Date 5/11/2018

### **Statement of Cash Flows at 31st March 2018**

|   | Total Funds  | Prior Year<br>Funds | Note     |
|---|--------------|---------------------|----------|
|   | 2018<br>£    | 2017<br>£           |          |
| Cash Flows from Operating<br>Activities       | (4,289)      | 36,119              | Table 11 |
| Purchase of Fixed Assets<br>Interest Received | (321)<br>138 | (4,200)<br>253      |          |
| Change in cash in 2017/18                     |              |                     |          |
| Cash at 1 April 2017                          | 159,055      | 126,883             |          |
| Cash at 31 March 2018                         | 154,583      | 159,055             |          |

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED ON 31 MARCH 2018

### 1. Accounting Policies:

a) Accounting policies

- Basis of preparation. The accounts have been prepared under the historical cost convention.
- The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, applicable to charities in the UK and Republic of Ireland (FRS 102) effective 1 January 2015, and with the financial accounting standard for smaller entities and the Companies Act 2006.
- In preparing the accounts the trustees considered that in applying the accounting policies required by FRS 102 and the charities SORP FRS 102 no restatement of comparative items was required.
- **b)** At the time of approving the accounts, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in future.
- c) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when received. Gifts in kind are valued at their estimated value to the charity and included under the appropriate headings.
- **d)** Intangible income is valued and included in income to the extent that it represented goods or services. Volunteer time is not valued in the accounts but the support is noted in the Trustees' annual report.
- **e)** Grants including grants for the purchase of fixed assets are recognised in full in the Statement of Financial Activities in the year in which they are received.
- **f)** Fund-raising expenditure comprises all cost incurred, including people or organisations, to contribute financially to the charity's work.
- **g)** Restricted funds are to be used for specified purposes as laid down by the donor. Expenditure, which meets these criteria, is identified to the fund.
- **h)** Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purpose and is available as general funds.
- i) Fixed assets are included in the accounts at their historical cost and are written off through the statement of financial activities:
  - Computers 25% straight line
  - Fixtures and fittings 25% straight line

## NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED ON 31 MARCH 2018

- **j)** Administration expenditure comprises costs incurred in running the charity. Where applicable, some of these costs have been treated as direct charitable expenditure.
- **k)** The company is limited by guarantee. Members must contribute £1 on the winding up of the company. Members who have ceased to be members within the last year must also contribute.

## NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED ON 31 MARCH 2018

### 2. Interest receivable and similar income

|  | 2018<br>£     | 2017<br>£     |
|--|---------------|---------------|
| Bank interest                          | 138<br>===    | 253<br>===    |
|  | 2018<br>£     | 2017<br>£     |
| 3. Independent Examiner's Remuneration | 3,204<br>==== | 2,500<br>==== |

### 4. Tangible Fixed Assets

|  | Computer<br>Equipment   | Fixtures,<br>fittings &<br>equipment | Total                    |
|--|-------------------------|--------------------------------------|--------------------------|
| Cost   |                         | E 720                                | 14.026                   |
| at 1 April 2017  | 8,298                   | 5,738                                | 14,036                   |
| Additions  | 321                     | -                                    | 321                      |
| Disposals  | -                       |                                      | -                        |
| At 31 March 2018   | 8,619                   | 5,738                                | 14,357                   |
| Depreciation<br>at 1 April 2017<br>Charge for the year<br>At 31 March 2018 | 6,096<br>1,249<br>7,345 | 1,792<br>1,057<br>2,849              | 7,888<br>2,306<br>10,193 |
| Net book value<br>at 31 March 2017   | 2,202                   | 3,946                                | 6,148                    |
| at 31 March 2018   | 1,274                   | 2,889                                | 4,163                    |

## NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED ON 31 MARCH 2018

### **5.** Debtors / Prepayments

|                     | 2018   | 2017  |
|---------------------|--------|-------|
|                     | £      | £     |
| Barrow Cadbury CT   | 2,000  | 2,000 |
| Samworth Foundation | 35,000 | ,     |
|                     | ====   | ====  |

### 6. Liabilities: amounts falling due within one year

| Acc | cruals  | 2018<br>£                                | 2017<br>£               |
|-----|---|--|-------------------------|
|     | Independent Examination Pensions Payroll Liabilities Restricted income received in advance Other accruals | 2,500<br>2,619<br>4,286<br>17,500<br>178 | 2,500<br>2,619<br>3,994 |
|     |   | ====<br>27,083                           | ====<br>9,113           |

### 7. Restricted funds - breakdown:

| Funders/ Projects             | Balance<br>B/fwd | Incoming resources | Resources<br>Expended | Transfers | Balance<br>C/fwd |
|-------------------------------|------------------|--------------------|-----------------------|-----------|------------------|
| Clients' Fund                 | 1,338            | _                  | (444)                 | _         | 894              |
| Oak Foundation                | 1,224            | 50,000             | (50,000)              | -         | 1,224            |
| ATMG                          | 5                | -                  | -                     | -         | 5                |
| RB Kensington & Chelsea       | 967              | 9,792              | (10,745)              | -         | 14               |
| Barrow Cadbury Trust          |                  | 37,000             | (37,000)              | -         |                  |
| Lloyds Bank Foundation        | 8,416            | 20,000             | (21,080)              | <u>.</u>  | 7,336            |
| Henry Smith Charity           | 12,213           | 344                | (12,213)              | _         | _                |
| Samworth Foundation           | 5,166            | 35,000             | (22,990)              | -         | 17,176           |
| Esmee Fairbairn<br>Foundation | 35,867           | 50,000             | (50,213)              | -         | 35,654           |
| AB Charitable Trust           | 2,664            | -                  | (2,664)               |           | -                |
|                               | -                |                    | -                     |           |                  |
|                               | 67,860           | 201,792            | (207,349)             | -         | 62,304           |

### NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED ON 31 MARCH 2018

### Grant Purpose:

Oak Foundation - for advice and campaigns work, including management. Royal Borough of Kensington & Chelsea - for advice and support work. Barrow Cadbury Trust - for advice and campaigns work. Lloyds Bank Foundation - for English classes and advice work. Henry Smith Charity - for English classes and advice work. Samworth Foundation - for the ongoing work of the charity. Esmee Fairbairn Foundation - for the ongoing work of the charity. AB Charitable Trust - for the ongoing work of the charity.

### 8. Trustees

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

### 9. Employees

| The average number of employees during the year was:             | 2018<br>5                          | 2017<br>4                  |
|--|------------------------------------|----------------------------|
| Employment costs:  | 2018                               | 2017                       |
| Gross wages and salaries<br>Employer's NI<br>Other pension costs | 128, 487<br>14,004<br><u>9,343</u> | 125,066<br>13,094<br>7,489 |
|  | <b>151,834</b>                     | 145,649<br>=====           |

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

### 10. Analysis of net assets between funds

|  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>£ |
|--|----------------------------|--------------------------|------------|
| Fund balances at 31 March 2018 are represented by: |                            |                          |            |
| Tangible fixed assets                              | 4,163                      |                          | 4,163      |
| Current assets Creditors: amounts falling          | 129,279                    | 60,304                   | 189,583    |
| Due within one year                                | (27,083)                   | -                        | (27,083)   |
| ,  | 106,359                    | 60,304                   | 166,663    |

## NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED ON 31 MARCH 2018

## 11. Reconciliation of Net Income/(Expenditure) to Operating Activity Net Cash Flow

|  | 2017/18<br>(£) | 2016/17 (£) |
|--|----------------|-------------|
| Net Income/(Expenditure) as per the SOFA | 10,573         | 33,298      |
| Adjustments for:                         |                |             |
| Interest Received                        | (138)          | (253)       |
| Depreciation                             | 2,305          | 2,098       |
| (Increase)/Decrease in Debtors           | (35,000)       | (2,000)     |
| Increase/(Decrease) in Creditors         | 17,971         | 2,976       |
| Net Cash Used in Operating Activities    | (4,289)        | 36,119      |