

1109505

Charity number 1109505
Company number: 06218206

30/sept/09

Central Africa Refugee Link, West Midlands
(A company limited by guarantee)
Trustees' report and financial statements
for the year ended 30 September 2009

23 NOV 2009

Central Africa Refugee Link, West Midlands
(A company limited by guarantee)

Contents

	Page
Legal and administrative information	1
Trustees' report	2 - 5
Independent examiners' report	6
Statement of financial activities	7
Balance sheet	8 - 9
Notes to the financial statements	10 - 13

Central Africa Refugee Link, West Midlands
(A company limited by guarantee)

Legal and administrative information

Charity number	1109505
Company registration number	06218206
Business address	91 Hurst Road Smethwick Sandwell West Midlands B67 7AH
Registered office	91 Hurst Road Smethwick West Midlands B67 6LY
Trustees	Walingamina Shomari Ange Mwihabuntu Dallyla Uwase Bernard Ntivunwa Olga Bogdanova
Secretary	Walingamina Shomari
Management committee 1	Ms Ange Mwihabuntu Mr Walingamina Shomari Mr Bernard Ntivunwa Ms Dallyla Uwase Mrs Olga Bogdanova
Accountants	Yevs & Co Yevs House 130 Cape Hill West Midlands B66 4PH

Central Africa Refugee Link, West Midlands
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
for the year ended 30 September 2009

The trustees present their report and the financial statements for the year ended 30 September 2009. The trustees, who are also directors of Central Africa Refugee Link, West Midlands for the purposes of company law and who served during the year and up to the date of this report are set out on page 1.

Structure, governance and management

The governing document is a Constitution. The Charity is constituted by Association and the trustees are selected and elected by the board.

A number of policies are available. The main governing document is our Constitution. Among the policies available, we have:

- " Equal Opportunity Policy
- " Protection from Abuse
- " Child & Vulnerable Adult Protection
- " Health & safety
- " Drug Abuse Policy
- " Volunteer Policy
- " Recruitment & Selection Policy
- " Needs Assessment & Support Planning Policy
- " Complaints & Whistle Blowing Policy
- " Code of Conduct & Acceptable and Unacceptable Behaviour

All these policies are reviewed yearly.

Objectives and activities

To support refugees and asylum seekers from Central Africa living in West Midlands through education/training, medical/health support and the relief of poverty among the refugee community.

- Provide services such as counselling, advocacy/advice and information.

Care Link uses the expertise of trustees and volunteers in its effort to achieve its goals and activities mainly the advancement of education of refugee children, the relief of poverty, the preservation and protection of good health, the provision of facilities for recreation and other leisure time occupation of refugees and asylum seekers.

Central Africa Refugee Link, West Midlands
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
for the year ended 30 September 2009

Achievements and performance

Mental Health Awareness & Support

there was sport, drama, art, forums, day out, picnic, etc.

All in all, this project has benefited 22 people from Sandwell and Birmingham.

The project as a whole was a success because we received positive feedbacks, compliments from the people who have attended the support sessions and the service users who have recovered from their low mood have written to us telling us that the programme was very interesting and helpful. About 3rd of the people who participated fully in the programme have considerably improved their emotional imbalance.

A good example in February 2009, was the case of F (complex high level of depression), where it became obvious to Care Link West Midlands staff (through observation at support planning) that F was in serious pains and lost control of his feet as a result of excess of alcohol drinking influenced by post traumatic stress disorder. Care Link West Midlands engaged with Aquarius to help him stop or reduce drinking alcohol; contacted specialist psychiatrists at Underwood Mental Health Centre to get support for his depression and counselling at ABC Dept/Alcohol Team in Birmingham. Care Link West Midlands equally involved his GP Dr Fleming at Karris Medical Centre for further medical assistance. The service user received a number of tests ranging from blood, nerves, bladder, kidney, lung, ultra sound to prostate test. To this was added follow up one-to-one sessions for moral support from his support worker. The final benefit to the SU was that he was put on detoxification for a period with intense counselling services made available and as a result he was able to manage both his mental health and alcohol misuse better. Care Link West Midlands even managed to move him on to live independently and he is now settled well in the community with a job.

Saturday Homework Club

children who visited the club during the year. With this project, we are satisfied that the African community in West Midlands is now aware of the homework support package, and they know where to go for support.

In trying to support the children with their homework assignments, our organization has focused on the needs of learners based on 3 high level outcomes which were the areas of priority for supporting them to be ready to study as their fellow UK born peers. The project aimed at looking in depth three core skills programme. These three core skills have self contained modules which could be taken in any order. Each covered a specified aspect of learning in depth. They are:

1. Numeracy with 7 modules: understanding and use of mathematical information; use of whole numbers; use of fractions, use of percentages; use of measures; use of data and statistical information and interpret results and communicate mathematical information.
2. Literacy with 3 modules: speaking & listening; reading and writing (every day English skills).
3. Science with 7 modules: life processes, the human body, green plants, variation and classification and living things in their environment.

General Support Programme

- ☐ Physical health and hygiene
- ☐ Emotional well being and mental health
- ☐ Substance misuse
- ☐ Family & social contacts
- ☐ Social and leisure interests
- ☐ Training and employment
- ☐ Etc.

All in all, 22 persons have benefited from the result of this project during the year.

Central Africa Refugee Link, West Midlands
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
for the year ended 30 September 2009

Youth Programme

During the year under review, Care Link under this programme focused its interest on helping 25 young people from Black Minority Ethnic (BME) group living in the area of Sandwell and Birmingham towards employment. Main focus was on those young people who could not find job in spite of the level of education they have reached after leaving colleges due to a lack of reference or work experience in British working industry. The project aimed to support them so that tangible outcome is the poverty reduction, maximise income for a better enjoyment and achievement in life. The project was a set of activities focusing on work related training (soft skills), informal learning on how to go about looking for a work. The project encouraged these young people to take work-like activities (unpaid work/work experience/voluntary work) so that they acquire necessary job related skills and experience before going for a proper paid job interview. We have supported them to establish contacts with local services/groups/family/friends and businesses who were able to help meet their needs by offering them work placement opportunities with their businesses. These businesses range from professional bodies, trade associations, educations to training information. The participants were sign posted in a number of business industries including beauty/hair salon, catering/hotel/restaurant, garage/motoring/, store/shop/supermarket, accounting, advertising, advocacy, bakery, bar, car rental, care assistance, career advisory, caretaking, carpet fitting, damp-proofing, database administration, dancing, distribution/logistic, door attendance, driving, dry cleaning/laundry, etc. These young people (in majority refugees) being unaware of what is around them and what the local groups/businesses can offer them, they sit home without doing anything to boost their economic well being. Some of them end up in illegal businesses (drug dealing, theft) which further rend their life a misery.

Generally, the programme covered activities related to developing their employability skills (punctuality, group work, raising self confidence, raising self esteem, job search skills, completing an application, compiling/updating CV, letter writing, interview skills, presentation skills, etc).

Financial review

Statement of trustees' responsibilities

The trustees (who are also directors of Central Africa Refugee Link, West Midlands for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

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 that period. 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 presume that the charitable company will continue in operation.

Central Africa Refugee Link, West Midlands
(A company limited by guarantee)

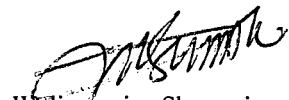
Report of the trustees (incorporating the directors' report)
for the year ended 30 September 2009

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which 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.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

On behalf of the board



Walingamina Shomari
Secretary

Central Africa Refugee Link, West Midlands
(A company limited by guarantee)

Independent examiner's report to the trustees on the unaudited financial statements of Central Africa Refugee Link, West Midlands.

I report on the accounts of Central Africa Refugee Link, West Midlands for the year ended 30 September 2009 set out on pages 2 to 13.

Respective responsibilities of trustees and independent examiner

The charity's trustees (who are also the directors of the company for purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the Act), as amended by section 28 of the Charities Act 2006 and that an independent examination is needed. It is my responsibility to examine the accounts under section 43(3)(a) of the Act, as amended; to follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the Act, as amended; and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether 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

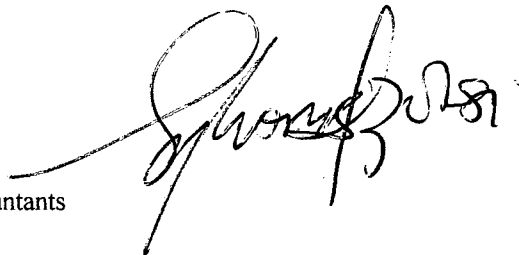
In connection with my examination, no matter has come to my attention:

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep proper accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities
- have not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
Sylvanus Dzotsi-- Yevs & Co
Association of Chartered Certified Accountants

Independent examiner

Yevs House,
130 Cape Hill
Smethwick
West Midlands
B66 4PH



Central Africa Refugee Link, West Midlands
(A company limited by guarantee)

Statement of financial activities (incorporating the income and expenditure account)

For the year ended 30 September 2009

	Notes	Unrestricted funds £	Restricted funds £	2009 Total £	2008 Total £
Incoming resources					
Incoming resources from generating funds:					
Voluntary income	2	9,447	26,465	35,912	21,751
Total incoming resources		<u>9,447</u>	<u>26,465</u>	<u>35,912</u>	<u>21,751</u>
Resources expended					
Volunteer cost	4	-	8,396	8,396	4,600
Training cost		34	1,600	1,634	-
Establishment costs		-	2,457	2,457	4,309
Motor and travelling expenses		-	1,459	1,459	5,516
Accountancy fees		1,651	-	1,651	1,051
Legal and professional fees		515	-	515	15
Communications and IT		-	1,454	1,454	1,316
Printing ,Postage & Stationery		1,445	-	1,445	509
Empowerment & Training cost		-	732	732	950
Depreciation and impairment		3,090	-	3,090	2,414
Outing expense		-	9,386	9,386	1,152
Miscellaneous Expenses		264	-	264	61
Books		164	-	164	-
Project cost		-	-	-	1,160
Homework Club Catering & Refreshments		-	696	696	1,032
Total resources expended		<u>7,163</u>	<u>26,180</u>	<u>33,343</u>	<u>24,085</u>
Net incoming/(outgoing) resources for the year /					
Net income/(expense) for the year		2,284	285	2,569	(2,334)
Total funds brought forward		(8,099)	15,179	7,080	9,414
Total funds carried forward		<u>(5,815)</u>	<u>15,464</u>	<u>9,649</u>	<u>7,080</u>

The statement of financial activities includes all gains and losses in the year and therefore a separate statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 10 to 13 form an integral part of these financial statements.

Central Africa Refugee Link, West Midlands
(A company limited by guarantee)

Balance sheet
as at 30 September 2009

	Notes	2009	2008
		£	£
Fixed assets			
Tangible assets	5	3,014	3,399
Current assets			
Debtors	6	468	1,770
Cash at bank and in hand		7,961	3,900
		<u>8,429</u>	<u>5,670</u>
Creditors: amounts falling due within one year	7	<u>(1,794)</u>	<u>(1,989)</u>
Net current assets		6,635	3,681
Net assets		<u>9,649</u>	<u>7,080</u>
Funds			
Restricted income funds		15,464	15,179
Unrestricted income funds		(5,815)	(8,099)
Total funds		<u>9,649</u>	<u>7,080</u>

The Balance Sheet continues on the following page.

The notes on pages 10 to 13 form an integral part of these financial statements.

Central Africa Refugee Link, West Midlands
(A company limited by guarantee)

Balance sheet (continued)

Trustees statements required by the Companies Act 2006
for the year ended 30 September 2009

In approving these financial statements as trustees of the company we hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by section 477 of the Companies Act 2006 ;

(b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 30 September 2009.

(c) that we acknowledge our responsibilities for:

(1) ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act 2006, and

(2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies .

The financial statements were approved by the board on and signed on its behalf by



Walingamina Shomari
Director

The notes on pages 10 to 13 form an integral part of these financial statements.

Central Africa Refugee Link, West Midlands
(A company limited by guarantee)

Notes to financial statements
for the year ended 30 September 2009

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005) and the Companies Act 2006.

1.2. Cashflow

The charity has taken advantage of the exemption in FRS1 from the requirement to produce a cashflow statement because it is a small charity.

1.3. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

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 receivable.

1.4. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shop.

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.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

Central Africa Refugee Link, West Midlands
(A company limited by guarantee)

Notes to financial statements
for the year ended 30 September 2009

1.5. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

- Fixtures, fittings and equipment - 25% straight line
- Computer Equipments - 25% straight line

2. Voluntary income

	Unrestricted funds £	Restricted funds £	2009 Total £	2008 Total £
Black Country Consortuim	-	3,740	3,740	-
Sandwell Council of Voluntary Organisation-SCVO	3,400	-	3,400	2,960
Lloyds TSB Foundation	-	14,000	14,000	-
Harborne Parish Land Charity	-	-	-	3,000
Henry Smith Charity	-	6,725	6,725	-
Bryant Trust	500	-	500	-
The Harry Payne Trust	300	-	300	-
Community Chest Fund	500	-	500	-
HBOS Foundation	2,247	-	2,247	-
Sandwell Primary Care Trust	2,000	-	2,000	-
BBC Children in need	-	-	-	6,284
Smethwick Town Team	-	-	-	2,247
The Wakeham Trust	500	-	500	900
The YAPP Charitable Trust	-	2,000	2,000	2,000
Lord Austin Trust	-	-	-	500
The Joanies Trust	-	-	-	1,000
HACT	-	-	-	1,500
The Co- operative Membership	-	-	-	360
Toy Trust	-	-	-	1,000
	<u>9,447</u>	<u>26,465</u>	<u>35,912</u>	<u>21,751</u>

3. Net incoming/(outgoing) resources for the year

	2009 £	2008 £
Net incoming/(outgoing) resources is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	3,091	2,415
Professional Cost		
- expenditure in current year	732	950
Outing Cost	<u>9,386</u>	<u>1,152</u>

Central Africa Refugee Link, West Midlands
(A company limited by guarantee)

Notes to financial statements
for the year ended 30 September 2009

4. Employees

Employment costs	2009	2008
	£	£
Volunteer cost	8,213	4,600
Social security costs	183	-
	<u>8,396</u>	<u>4,600</u>

5. Tangible fixed assets

	Fixtures, fittings and equipment	Computer Equipments	Total
	£	£	£
Cost			
At 1 October 2008	7,098	2,558	9,656
Additions	2,705	-	2,705
At 30 September 2009	<u>9,803</u>	<u>2,558</u>	<u>12,361</u>
Depreciation			
At 1 October 2008	5,616	640	6,256
Charge for the year	2,451	640	3,091
At 30 September 2009	<u>8,067</u>	<u>1,280</u>	<u>9,347</u>
Net book values			
At 30 September 2009	<u>1,736</u>	<u>1,278</u>	<u>3,014</u>
At 30 September 2008	<u>1,482</u>	<u>1,918</u>	<u>3,400</u>

6. Debtors

	2009	2008
	£	£
Trade debtors	<u>468</u>	<u>1,770</u>

Central Africa Refugee Link, West Midlands
(A company limited by guarantee)

Notes to financial statements
for the year ended 30 September 2009

7. Creditors: amounts falling due within one year

	2009	2008
	£	£
Trade creditors	-	939
Other taxes and social security	144	-
Accruals and deferred income	1,650	1,050
	<u>1,794</u>	<u>1,989</u>

8. Unrestricted funds

	At 1 October 2008 £	Incoming resources £	Outgoing resources £	At 30 September 2009 £
Description for Unrestricted Fund	<u>(8,099)</u>	<u>9,447</u>	<u>(7,163)</u>	<u>(5,815)</u>

Purposes of unrestricted funds

Unrestricted funds comprises those funds which the trustees are free to use in accordance with the charitable objects.

9. Restricted funds

	At 1 October 2008 £	Incoming resources £	Outgoing resources £	At 30 September 2009 £
Description for Restricted Fund	<u>15,179</u>	<u>26,465</u>	<u>(26,180)</u>	<u>15,464</u>

Purposes of restricted funds

Restricted funds are funds which have been given for purposes and projects.

10. Company limited by guarantee

Central Africa Refugee Link, West Midlands is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.