

# **Leeds Asylum Seekers Support Network**

Charity number 1092647

A company limited by guarantee number 04228876

## **Annual Report and Financial Statements**

**for the year ended 31 March 2015**

# **Leeds Asylum Seekers Support Network**

## **Annual Report and Financial Statements for the year ended 31 March 2015**

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**Prepared by West Yorkshire Community Accounting Service**

# **Leeds Asylum Seekers Support Network**

## **Trustees' report for the year ended 31 March 2015**

### **Reference and administrative details of the charity, its trustees and advisors**

The trustees during the financial year and up to and including the date the report was approved were:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
David Cundall	Chair	Appointed as Chair 9 January 2015
Christine Brett	Chair	Resigned 9 January 2015
Katherine Wyatt	Treasurer	Appointed 9 January 2015
Kentigern Milmine	Treasurer	Resigned 18 March 2015
Andrew Rathbone	Treasurer	Resigned 21 May 2014
Judy Kessler		
Andrew Eyre		
Ruth Woodhead		
Solomon Kidane		
Erika Trueman		
Janice Gwilliam		Appointed 9 January 2015
Alexandra Huddart		Appointed 9 January 2015
Shadia Hameed		Co-opted 18 March 2015
Grace Phiri		Resigned 9 January 2015
Mette Wiggen		Resigned 22 October 2014

**Company secretary** Jon Beech

**Charity number** 1092647 Registered in England and Wales

**Company number** 04228876 Registered in England and Wales

#### **Registered and principal address**

Ebor Court  
Westgate  
Leeds  
LS1 4ND

#### **Bankers**

Unity Trust Bank  
9 Brindley Place  
Birmingham  
B1 2HB

#### **Independent examiner**

Simon Bostrom FCIE

#### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

#### **Structure, governance and management**

The charity is a company limited by guarantee and was formed on 5 June 2001. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

The company was registered as a charity on 27 June 2002.

#### **Method of recruitment and appointment of trustees**

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM. Not more than five persons, who must be members of the Company, may be co-opted by the trustees.

# Leeds Asylum Seekers Support Network

## Trustees' report (continued) for the year ended 31 March 2015

### Objectives and activities

#### The charity's objects

To relieve asylum seekers and refugees in the Leeds Metropolitan District (the area of benefit) who are in conditions of need, hardship and distress by reason of their social and economic circumstances by such charitable means as the trustees shall determine including the advancement of education, relief of poverty and the preservation and protection of good health.

#### The charity's main activities

- Befriending reduces isolation, improves well-being, and encourages integration and greater self-reliance among asylum seekers and refugees. We continue to recruit, train and match volunteer befrienders with clients on a one to one basis – in 2014/15 this meant matching 62 volunteers with 98 asylum seekers and refugees. Most referrals for befriending come from health agencies, who recognise the significant impact that loneliness can have on both physical and mental health difficulties. Volunteers provide support for about 9 months, although some matches can continue for several years. Volunteers also provide practical support to the people they are matched with: helping people to access health and social care services, to make stronger connections with community organisations and to make friends.
- English at Home matches volunteer tutors with refugee and asylum seeker learners who are unable to attend mainstream English classes. In 2014/15 we offered tailored English lessons to 86 people from who would otherwise be excluded from learning English because of caring responsibilities and/or health problems. Our 79 volunteer tutors delivered over 1,500 hours of teaching – an increase of more than 25% over the previous year. Our 6 month reviews with learners found that in all cases there had been an increase in the level of confidence, with nearly all clients reporting that they now used English much more outside the home. By building people's confidence, we have supported 10 people to successfully take up college courses and 9 to move on to weekly classes outside the home. We have been an active member of the Migrant English Support Hub steering group which supported the development of the comprehensive list of places to learn English in Leeds at <http://lel.help>.
- Grace Hosting (formerly known as Short Stop) links households with a spare room ("Hosts") with destitute asylum seekers ("guests"). Hosts welcome guests into their homes with a hot meal, a bed for the night, and breakfast in the morning – as well as providing emotional and practical support. In 2014/15, 84 guests spent a total of 426 nights staying in short term accommodation – a 35% increase in the number of individuals referred, with people staying on average 5 days - a day longer than people did in the previous year. The 12 guests in our long stop accommodation stayed a total of 3380 nights, with the average length of stay rising from 29 weeks to 40 (a 35% increase). This reflects the fact that many of the people who enter long stay are at the end of the asylum process and cannot return to their home country. Overall, in 2014/15 Grace Hosts provided more than 3800 nights of accommodation: more than 540 weeks, or 10 years.
- Information and awareness raising remains central to our mission, tackling prejudice, encouraging understanding, and fostering interaction and integration with the local community. Our Press Gang project networks exiled journalists, media students and organisations supporting asylum seekers to report positive stories about refugees in the UK. [www.oneworldleeds.org](http://www.oneworldleeds.org) gets over 1000 different visitors a month, and our Twitter and Facebook campaigns have reached more than 10,000 people. In December, we launched the new [www.lasn.org.uk](http://www.lasn.org.uk) website, featuring many resources for people supporting asylum seekers and refugees. We have given talks to people in churches, schools, universities, on the radio and in the street, and trained refugees and asylum seekers in how to make videos and radio broadcasts, and helped design and deliver a small grants scheme to build capacity in small refugee community organisations and other groups run by migrants. We curate and maintain [www.leedsmultiagency.wordpress.com](http://www.leedsmultiagency.wordpress.com) a website for Leeds Multi-Agency Meeting – where information about Refugee and Asylum Seekers in Leeds is disseminated to more than 196 regular subscribers.

# Leeds Asylum Seekers Support Network

## Trustees' report (continued) for the year ended 31 March 2015

### Objectives and activities (continued)

- The Hardship fund provides cash payments to people experiencing homelessness and destitution during the winter months. We work in partnership with six other refugee support organisations to raise and distribute funds to households with no other form of income. In 2014/15 A total of £5,125 was distributed 60 households (or 70 people, including children and other dependents) in 238 separate payments. £25 is paid to single people for up to 4 weeks, and can mean the difference between a hot meal and nothing to eat.
- Members. Supporters of LASSN have the option of becoming members. LASSN had 24 members in 2014/15. Membership is free for unwaged people, asylum seekers and volunteers.
- Volunteers are key to the success of everything LASSN achieves. This year, we supported 264 volunteers in a variety of roles - with more than a third of volunteers recruited and inducted in the last year alone.
- Supporters. LASSN benefits from a huge number of supporters and individual donors. Our mailing list of supporters includes around 500 individuals and 300 organisations.

### Related parties

LASSN works in close partnership with Leeds Refugee Forum. A representative from Leeds Refugee Forum is invited to attend LASSN Trustees Meeting in an advisory capacity, and vice versa.

LASSN works in partnership with Leeds Refugee Forum to raise donations for the Leeds Hardship Fund for destitute asylum seekers.

LASSN co-ordinates the Press Gang that brings together organisations, refugee journalists and media students. This includes Abigail Housing, Leeds City of Sanctuary, Leeds Refugee Forum, Manuel Bravo Project, Refugee Employment Training and Advice Service (RETAS) and Solace.

LASSN works closely with Positive Action for Refugees and Asylum Seekers (PAFRAS) and the British Red Cross who both provide support and advice for clients staying with Grace Hosting.

### Public benefit statement

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit. We are clear that the benefits we are providing relate to the aims of the charity. We are also clear about who benefits from our activities, and that the activities are organised in a way that makes them as accessible as possible – by ensuring our services are delivered to people in their own homes.

The charity continues to have a good reputation and support within the local community. Work with asylum seekers suffering from hardship and destitution are LASSN's priorities, however, support for people who have gained refugee status continues. The charity continues to be an essential service that Social Services, NHS, Education and refugee agencies refer to, and which enhances their effectiveness.

### Achievements and performance

LASSN has made significant progress in all three of our strategic objectives this year.

#### 1. Supported

LASSN wants asylum seekers and refugees to be supported and relieved from hardship and distress. LASSN wants local people to support asylum seekers and refugees.

- 280 asylum seekers and refugees received one to one support from LASSN. If we count the total number of children and dependents in these households, LASSN supported a further 382 people (a total of 662)
- 3806 nights of accommodation were provided by Grace Hosts to 96 guests
- 268 people volunteered with LASSN
- £2,230 was distributed in hardship grants to 60 households

Last year we predicted a significant increase in the number of people asking for our help, following the closure of a number of key asylum and refugee agencies in Leeds. Although LASSN has grown its capacity over the last year, specialist advice and advocacy support remains a key gap in Leeds.

# **Leeds Asylum Seekers Support Network**

## **Trustees' report (continued) for the year ended 31 March 2015**

### **Achievements and performance (continued)**

#### 2. Empowered

LASSN wants asylum seekers and refugees to be empowered to rebuild their lives and fulfil their potential.

LASSN wants individuals and refugee communities to have a voice and influence.

- 1527 hours of lessons were delivered to English at Home students
- Befriending meant that this year, 64 people reported a significant increase in their emotional wellbeing, and 45 people reported stronger social networks
- 10 English at Home students successfully enrolled on a college ESOL course, and 19 now attend weekly free classes outside their homes

#### 3. Integrated

LASSN wants asylum seekers and refugees to feel settled and safe in their new environment in Leeds. LASSN wants Leeds to be a place of welcome and understanding for asylum seekers. LASSN wants the general public, organisations, politicians and policy makers to understand the needs of asylum seekers.

- 161 people developed a sense of belonging and being cared for through befriending
- 8 exiled journalists involved in Press Gang wrote articles, interviewed writers, produced radio programmes and wrote for onewordleeds.org
- 65 posts on leedsmultiagency.wordpress.com helped keep people abreast of the changing face of asylum services in Leeds and beyond
- The new LASSN website has doubled its reach with more than 1400 visits per month. LASSN's Facebook page has over 300 likes and LASSN has 668 Twitter followers.

LASSN has been able to influence many thousands of local people to help them develop a greater understanding of asylum seekers and refugees.

### **Financial review**

The net expenditure for the year was £1,505, including net expenditure of £16,955 on unrestricted funds and net income of £15,450 on restricted funds.

LASSN's income was maintained at around £155,000. However, the financial climate has continued to be challenging and we have faced difficulties in finding grant income to replace ones which are coming to an end. Competition remains fierce for an ever decreasing number of grants. LASSN has maintained its services by using unrestricted reserves that have been built up, largely through the ongoing generosity of our individual donors and supporters.

This year, LASSN trustees took the difficult decision reduce amount of administration and finance support from 46 hours a week to 16, and renegotiated terms and conditions with existing members of staff. Although roles have changed, no staff member has received a reduction in pay.

### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £24,219.

The trustees aim to maintain sufficient reserve funds to cover between 3 and 6 months operating expenditure.

The Trustees also aim to build up reserves to meet unexpected costs like break down of essential office machinery, staff cover for illness, maternity leave, parental leave, or unexpected gaps in funding. Currently reserves are sufficient to meet all obligations if it became necessary to close the organisation.

### **Funds held as custodian trustee on behalf of others**

Meet and Travel Together (MATT) funds were held on behalf of another project. The funds were passed to RETAS within this financial year.

# **Leeds Asylum Seekers Support Network**

## **Trustees' report (continued) for the year ended 31 March 2015**

### **Statement of trustees' responsibilities**

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

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

select suitable accounting policies and 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;

prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company and to enable them to ensure that the financial accounts 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 and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees:

Signed..... (Trustee)

Name.....

Date.....

# **Leeds Asylum Seekers Support Network**

## **Independent examiner's report to the trustees of Leeds Asylum Seekers Support Network**

I report on the accounts of the charitable company for the year ended 31 March 2015, which are set out on pages 8 to 14.

### **Respective responsibilities of the trustees and the 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. The trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to examine the accounts under section 145 of the 2011 Act, follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act and state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination was carried out in accordance with 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 matter has come to my attention:

1) which gives me reasonable cause to believe that in any material respect the requirements:

to keep accounting records in accordance with section 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 (SORP 2005).

have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: ..... Name: Simon Bostrom

Relevant professional qualification or body: FCIE

Date: .....

### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW



**Leeds Asylum Seekers Support Network**  
**Statement of Financial Activities**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2015**

	Notes	2015 Unrestricted funds £	2015 Restricted funds £	2015 Total funds £	2014 Total funds £
<b>Incoming resources</b>					
Grants and donations	(2)	26,886	122,758	149,644	164,292
Membership subscriptions		65	-	65	190
Other earned income		5,092	-	5,092	6,039
Bank interest		60	-	60	70
<b>Total incoming resources</b>		<b>32,103</b>	<b>122,758</b>	<b>154,861</b>	<b>170,591</b>
<b>Resources expended</b>					
Salaries and NIC	(3)	30,458	87,523	117,981	130,763
Redundancy costs		7,893	-	7,893	-
Freelance staff		-	2,050	2,050	3,500
Premises		1,541	1,759	3,300	2,345
Office expenses		1,759	1,550	3,309	3,428
Insurance		(119)	1,321	1,202	903
Staff recruitment and training		849	35	884	844
Publicity	(4)	(439)	147	(292)	1,193
Staff expenses		637	594	1,231	977
Equipment and ICT support		663	1,956	2,619	1,817
Volunteer costs		3,719	3,412	7,131	6,612
Professional fees		145	2,837	2,982	884
Grants distributed to other organisations		-	3,392	3,392	11,378
Grants payable		-	1,848	1,848	1,257
Accounts preparation and independent examination		1,140	-	1,140	1,500
Trustee expenses		142	79	221	219
Venue hire		-	-	-	136
Facilitation	(4)	-	(1,195)	(1,195)	2,595
Conference		175	-	175	-
AGM		210	-	210	-
Depreciation		285	-	285	285
<b>Total resources expended</b>		<b>49,058</b>	<b>107,308</b>	<b>156,366</b>	<b>170,636</b>
<b>Net movement in funds</b>		<b>(16,955)</b>	<b>15,450</b>	<b>(1,505)</b>	<b>(45)</b>
<b>Fund balances brought forward</b>		<b>41,743</b>	<b>11,951</b>	<b>53,694</b>	<b>53,739</b>
<b>Fund balances carried forward</b>	(5)	<b>24,788</b>	<b>27,401</b>	<b>52,189</b>	<b>53,694</b>

All incoming resources and resources expended derive from continuing activities.

# Leeds Asylum Seekers Support Network

## Balance sheet

as at 31 March 2015

	2015	2015	2015	2014
	Unrestricted £	Restricted £	Total £	Total £
<b>Fixed assets</b>				
Tangible assets (6)	569	-	569	854
<b>Total fixed assets</b>	<u>569</u>	<u>-</u>	<u>569</u>	<u>854</u>
<b>Current assets</b>				
Debtors and prepayments (7)	3,540	-	3,540	3,734
Cash at bank and in hand (8)	26,781	27,401	54,182	58,245
<b>Total current assets</b>	<u>30,321</u>	<u>27,401</u>	<u>57,722</u>	<u>61,979</u>
<b>Current liabilities: amounts falling due within one year</b>				
Creditors and accruals (9)	6,102	-	6,102	9,139
<b>Total current liabilities</b>	<u>6,102</u>	<u>-</u>	<u>6,102</u>	<u>9,139</u>
<b>Net current assets / (liabilities)</b>	<u>24,219</u>	<u>27,401</u>	<u>51,620</u>	<u>52,840</u>
<b>Net assets</b>	<u>24,788</u>	<u>27,401</u>	<u>52,189</u>	<u>53,694</u>
<b>Funds</b>				
Unrestricted funds	24,788	-	24,788	41,743
Restricted funds	-	27,401	27,401	11,951
<b>Total funds</b>	<u>24,788</u>	<u>27,401</u>	<u>52,189</u>	<u>53,694</u>

For the year ending 31 March 2015 the charitable 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 charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) 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 with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved at a meeting of the trustees and signed on its behalf by:

Signed: .....

(Trustee)

Name .....

Date: .....

# **Leeds Asylum Seekers Support Network**

## **Notes to the accounts**

### **for the year ended 31 March 2015**

#### **1 Accounting policies**

##### **Basis of accounting**

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005), the Companies Act 2006 and Financial Reporting Standard for Smaller Entities (effective April 2008).

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

##### **Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, the trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.

##### **Grants and donations**

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

##### **Expenditure and liabilities**

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out the resources.

##### **Taxation**

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

##### **Tangible fixed assets**

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Office (including computer) equipment: over 4 years

##### **Pensions**

The charity operates a defined benefit scheme. It is not possible in the normal course of events to identify on a reasonable and consistent basis the share of underlying assets and liabilities belonging to individual participating employers. The Plan is a multi-employer scheme, where the assets are co-mingled for investment purposes, and benefits are paid out of the Plan's total assets. Accordingly, due to the nature of the Plan, the accounting charge for the period under FRS17 represents the employer contribution payable.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

# Leeds Asylum Seekers Support Network

## Notes to the accounts continued

### for the year ended 31 March 2015

2 Grants and donations	2015	2015	2015	2014
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
AB Charitable Trust	-	-	-	10,000
Anonymous grant	-	-	-	10,000
Big Lottery	-	57,708	57,708	51,204
Comic Relief	-	9,000	9,000	-
Community Foundation Leeds	-	-	-	9,250
Esmee Fairbairn Foundation	-	10,000	10,000	10,000
European Integration Fund	-	1,799	1,799	-
Grants received on behalf of other organisations	-	7,500	7,500	14,771
Henry Smith Charity	-	25,750	25,750	12,500
Jill Franklin Trust	-	-	-	500
Lankellychase Foundation	-	-	-	10,000
Leeds Christian Community Trust	-	-	-	1,494
Leeds City Council	800	1,200	2,000	50
Leeds Community Foundation	-	2,500	2,500	-
University of Leeds	-	300	300	-
Yorkshire and Clydesdale bank	-	5,000	5,000	-
Donations	26,086	2,001	28,087	34,523
	<u>26,886</u>	<u>122,758</u>	<u>149,644</u>	<u>164,292</u>

3 Staff costs and numbers	2015	2014
	£	£
Gross salaries	105,160	115,597
Social security costs	8,863	9,633
Pensions	5,958	5,533
Employers NI allowance	(2,000)	-
	<u>117,981</u>	<u>130,763</u>

The average number employees during the year was 5.2, being an average of 4.0 full time equivalent (2014:4.1 FTE).

There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2015	2014
	£	£
Costs of the scheme to the charity for the year	5,958	5,533
Amount of any contributions outstanding at the year end	2,265	-

#### 4 Publicity and Facilitation

The negative expenditure on these accounts is due to previous year over accruals, in the expectation that the charges would be higher than they eventually were.

# Leeds Asylum Seekers Support Network

## Notes to the accounts continued

### for the year ended 31 March 2015

5 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Balance c/f £
AB Charitable Trust	1,465	-	1,465	-
Big Lottery Fund - befriending	3,498	40,322	38,754	5,066
Big Lottery Fund - English at Home	-	17,386	17,386	-
Bright Ideas Fund	-	7,500	-	7,500
Comic Relief	-	9,000	4,339	4,661
Esmee Fairbairn	5,295	10,000	9,933	5,362
European Integration Fund	-	1,799	1,781	18
Hardship Fund	485	2,001	1,848	638
Henry Smith	357	25,750	25,227	880
Jill Franklin	500	-	-	500
LCC Trust	351	-	351	-
LCC website	-	1,200	1,200	-
Leeds Community Foundation	-	2,500	1,333	1,167
MATT	3,393	-	3,393	-
Transition fund	-	-	-	-
University of Leeds	-	300	300	-
Yorkshire and Clydesdale bank	-	5,000	-	5,000
	<u>15,344</u>	<u>122,758</u>	<u>107,310</u>	<u>25,792</u>

Fund name	Purpose of restriction
AB Charitable Trust	Management and administration costs
Big Lottery Fund - befriending	Befriending project
Big Lottery Fund - English at Home	Salary costs of English at Home project
Bright Ideas Fund	Funds to be awarded to migrant community networkers and refugee community organisations to help develop community ideas
Comic Relief	Salary, volunteer costs and overheads for Grace Hosting project
Esmee Fairbairn	Supporting exiled journalists to represent the views of refugees and asylum seekers in the media in West Yorkshire
European Integration Fund	English at Home project
Hardship Fund	Grants paid to individuals through Leeds Refugee Forum
Henry Smith	Management and administration costs
Jill Franklin	Help for trafficked women
LCC Trust	Press Gang costs and English at Home volunteer expenses
LCC website	Website redesign
Leeds Community Foundation	Winter wellbeing fund: salary and volunteer costs for Grace Hosting project
MATT	Meet and Travel Together funds held
Transition fund	To assist with transition planning
University of Leeds	Costs of art workshop / project
Yorkshire and Clydesdale bank	Financial literacy project costs

**Leeds Asylum Seekers Support Network**  
**Notes to the accounts continued**  
**for the year ended 31 March 2015**

**6 Tangible assets**

	Office equipment £	Total £
<b><u>Cost</u></b>		
At 1 April 2014	1,139	1,139
Additions / disposals	-	-
At 31 March 2015	<u>1,139</u>	<u>1,139</u>
<b><u>Depreciation</u></b>		
At 1 April 2014	285	285
Charge for year	285	285
At 31 March 2015	<u>570</u>	<u>570</u>
<b><u>Net book value</u></b>		
At 31 March 2015	<u>569</u>	<u>569</u>
At 31 March 2014	<u>854</u>	<u>854</u>

**7 Debtors and prepayments**

	2015 £	2014 £
Debtors	2,336	2,363
Prepayments	1,204	1,371
	<u>3,540</u>	<u>3,734</u>

**8 Cash at bank and in hand**

	2015 £	2014 £
Unity Reserve account	32,438	40,271
Unity Current account	21,682	17,774
Petty cash	62	200
	<u>54,182</u>	<u>58,245</u>

**9 Creditors and accruals**

	2015 £	2014 £
Creditors	605	2,658
Accruals	4,997	6,481
Deferred income	500	-
	<u>6,102</u>	<u>9,139</u>

**Leeds Asylum Seekers Support Network**  
**Notes to the accounts continued**  
**for the year ended 31 March 2015**

<b>10 Trustee expenses</b>	2015	2014
	£	£
Total amount paid	221	143
Number of trustees who were paid expenses	3	2
Nature of the expenses	Travel	Travel and subsistence

**11 Related party transactions**

There were no other related party transactions during this year or the previous year.

**12 Grants payable**

<b>Total value of grants</b>	Grants to institutions	
	2015	2014
	£	£
<b>Purpose for which grants were made</b>		
Grants were awarded under the hardship fund to help asylum seekers in particular need of support. These grants were paid to individuals through Leeds Refugee Forum.	1,848	1,257
Total	<u>1,848</u>	<u>1,257</u>

**13 Defined benefit pension scheme**

The charity participates in a multi employer defined benefit scheme.

It is not possible in the normal course of events to identify on a reasonable and consistent basis the share of underlying assets and liabilities belonging to individual participating employers. The Plan is a multi-employer scheme, where the assets are co-mingled for investment purposes, and benefits are paid out of the Plan's total assets. Accordingly, due to the nature of the Plan, the accounting charge for the period under FRS17 represents the employer contribution payable.

Leeds Asylum Seekers' Support Network paid contributions at the rate of 5% during the accounting period. Members paid contributions at the rate of 3% during the accounting period.

As at the balance sheet date there were two active members of the Plan employed by Leeds Asylum Seekers' Support Network. Leeds Asylum Seekers' Support Network continues to offer membership of the Plan to its employees.

**14 Contingent liabilities**

Leeds Asylum Seekers' Support Network has been notified by The Pensions Trust of the estimated employer debt on withdrawal from the Plan based on the financial position of the Plan as at 30 September 2014. As of this date the estimated employer debt for Leeds Asylum Seekers' Support Network was £19,342.