

**RAIS LANCASTER
ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

Accounts Matters Limited

7-1-10 Cameron House
White Cross
Lancaster
Lancashire
LA1 4XF

RAIS Lancaster
Contents of the Accounts
For The Year Ended 31 March 2024

Contents	Page
Reference and Administrative Details	3
Trustees' Report	4-15
Independent Examiner's Report	16
Receipts and Payments Accounts	17-18



RAIS Lancaster

Refugee Advocacy, Information and Support

Registered Charity No. 1193811

Reference and Administrative Details

For The Year Ended 31 March 2024 and beyond until AGM September 2024

Charity Name: Refugee Advocacy Information & Support, Lancaster CIO

Charity Name the charity uses: RAIS Lancaster

Registered Charity Number: 1193811

Charity's Principal Address: RAIS Lancaster, The Cornerstone, Sulyard St, Lancaster LA1 1PX

Website www.rais.org.uk

List of Trustees

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Dr Elizabeth Hare	Chair	Founder member	Standing down at AGM
Andrew Nicholson	Safeguarding officer	August 2022	Re-elected at AGM
Kate Tordoff	Housing and benefits coordinator		Standing down at AGM
Anas Radwan	Refugee liaison	August 2022	Elected at AGM
Ruth Colbridge	Publicity and fund raising	Elected July 2023	Standing down at AGM
Stephen Thomas	Financial management	Elected July 2023	Board of trustees
Georgina Firth	Legal support	Co-opted July 2024	
Jennifer Maclennan	Staff line manager	Co-opted July 2024	
Ali Hussein	IT coordinator	Co-opted July 2024	

Other support from volunteers

Dr Pat Allen (funding bids and IT)

Clive Shaw (Minutes Secretary)

Paid staff

Carmel Cheshire (Treasurer Accounting support)

Caitlin Luna (operations manager)

Trustees' Annual Report and Financial Statements (TAR) April 2023 to end March 2024

Charitable Incorporated Organisation, Registered Charity (no. 1193811)

Date: July 2024



RAIS Lancaster

Refugee Advocacy, Information and Support

Registered Charity No. 1193811

1. Objectives and Activities

1.1 Introduction

This report seeks to summarise the work and developments carried out by RAIS Lancaster during the year April 2023 to the end of March 2024, which marks our third year of operation as a Charitable Incorporated Organisation (CIO).

1.2 Objectives

Our objectives for the financial year were:

1. To increase the number of trustees on the board to ensure the stability and the future of the charity's governance. To conduct a governance review which will include a review of our safeguarding policy (now due) and a review of our employment contracts and practices to respond to the developing needs of the organisation.

Response: during the year we have recruited and co-opted one new trustee to take on the training of staff and volunteers and to organise the impact and evaluation process.

We have also received applications from three more interested parties whom we wish to elect at the AGM. (These additional trustees were co-opted in July 2024 when approved by the board).

The governance review has included a review of our safeguarding policy, a skills audit of the trustees with a view to covering all aspects of the charity's work, instituting a new impact and evaluation programme, starting to develop a funding strategy and continues in the writing of a five-year strategy proposal in anticipation of registration with the OISC.

2. To conduct staff development and volunteer training to solidify and improve our skills base.

Response: The recruitment of the above identified trustee has made it possible to start this process which is ongoing and requires further work. The training programme was held up by the change of personnel at the new year but is now being resumed.

3. To continue to ensure that our services in the area are appropriate both needs of our changing client base as more people are likely to get leave to remain and therefore are focused on our core activities of advocacy, information and support.

Response: significant changes in the demographic and numbers of clients was caused by the closure in January 2024 of two hotels housing asylum seekers. This impacted on our work in that we needed to respond to rapid changes made by government agencies. However, we have sustained our services throughout the year and are now experiencing once more a growth in numbers particularly in the refugee client group.

4. To seek to ensure sustainable and more long-term funding for the charity beyond the next financial year.

Response: we have applied for significant amounts of funding during this year to sustain our work. We are currently waiting for the outcome of a bid to the National Lottery Community Fund to sustain salaries for two staff members for three years. We have recently appointed a funding coordinator who is drawing up a funding strategy for the next 3 to 5 years.

1.3 RAIS's Charitable Purpose

RAIS exists for the public benefit, to provide relief and assistance to asylum seekers and refugees, and their dependants, in the Lancaster and Morecambe area, principally by providing advocacy, information and support.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit. In order to demonstrate this, we outline our main activities in support of our beneficiaries below and confirm that these do not give rise to personal benefit to trustees, volunteers, donors or supporters, but are solely to provide relief to asylum seekers, refugees and their dependants.

In the 12 months covered by this report we have seen significant changes in the number of asylum seekers resident accommodated in the area. In December 2023, the Home Office closed both the hotels, one in Lancaster and one in Morecambe, which had housed approximately 300 to 400 asylum seekers over the previous 18 months. The closure considerably reduced our potential client base. This was temporary, as other factors mean the the client base has now increased again.

Our operations manager left the charity in January 2024 and we decided to offer the post of operations manager (full time) to our senior support worker.

1.4 Beneficiaries

Asylum seekers

At the beginning of the period of the report Lancaster welcomed approximately 150 asylum seekers dispersed into Home Office accommodation in the city, comprising family and multi-occupancy houses managed by Serco, and a further 220 asylum seekers housed in initial accommodation in hotels.

Refugees

There are approximately 150 refugees and their families with leave to remain who have stayed in the area since their cases were decided over the last few years.

In the final quarter of the year in question, from January 2024 to the end of March 2024, the numbers of both client groups began to increase steadily and continue to do so.

1.5 Core Activities

Drop-ins

Our drop-ins (each for two hours) took place at the Cornerstone Centre twice per week until January 2024. Then, for a short while, the drop-in was held once per week, because of the decrease in numbers. For most of the people served by the charity the drop-ins are the first form of contact. Typically the drop-in is staffed by a number of volunteers and the paid staff. Other drop-ins take place at St Thomas' church centre in Lancaster and the Bare Methodist church hall in Morecambe.

During the first three quarters of the year we received many enquiries from asylum seekers resident in hotels in Lancaster and Morecambe. The majority of these were concerned with the need for identity cards and Asylum Support money. In July 2023 the Home Office introduced the Asylum Case Questionnaire (ACQ) which is intended to fast-track asylum applicants from specific countries where there is ongoing conflict, and to which they are not able to return. Over the following months many clients sought our help with these questionnaires and the longer-term result has been an increased number of people getting refugees status (leave to remain). Many of these people, having come initially to the Lancaster area when they arrived as asylum seekers, would like to return as they have made connections here.

Appointments

In the final quarter of the year the new operations manager started to offer appointments for those people with complex cases at the office and the number requesting appointments continues to increase. She now has approximately 8 to 10 appointments a week.

Types of support

General support

Asylum seekers and refugees come to ask for help with a wide variety of matters, from the asylum process to benefits, housing, managing their finances, and educational issues. The charity does not provide legal or other

advice. We provide information and clarification about the asylum process and assist with matters such as housing. We refer people to services such as education, and signpost them as appropriate to other local organisations, including Collingwood Immigration Services, a local immigration solicitor.

We help asylum seekers understand Home Office and SERCO letters and emails. We help refugees with housing, claiming benefits and seeking employment. We help both groups complete forms and communications online and we provide access to a translation service either in person or on the phone in a variety of languages.

Advocacy

Our advocacy work takes the form of accompanying people to interviews to ensure they understand what is being said, making enquiries on their behalf where needed to the Home Office and to a variety of local agencies, including the local Housing Office. Our volunteers accompany asylum seekers to legal appointments, to their Home Office interviews and court appeal hearings. We also accompany refugees to local authority appointments at Housing, the Citizens' Advice Bureau (CAB) and the Department of Work and Pensions (DWP). We accompany both asylum seekers and refugees to medical appointments, advice centres, on school visits for their children, to the DWP and Local Authority offices. Our advocacy aims to ensure that people get where they need to go at the right time, understand what they are asked or told - and the implications thereof - and have their questions answered.

When people get a positive decision and leave to remain as refugees, we support them through the complex systems of housing and benefits with which they are not familiar. We help to find housing and apply for and find work. Once a month, the Employment Co-ordinator from Lancashire County Council's Refugee Integration Team joins our Thursday drop-in to offer employment support to clients.

Long term support

We offer some asylum seekers and refugees long-term support. Currently, we have around 25 clients in this category. This includes asylum seekers preparing for fresh claims and undergoing the appeals process after a negative decision, referring them for expert evidence, and finding legal representation. Some clients have survived torture, which requires ongoing support for medical-legal reports for their asylum claims as well as specialist medical and mental health support/referrals.

For families, the family reunion process, supporting families on arrival, applying for childcare and school; and for clients with long-term medical conditions with advocacy for accessing healthcare, disability benefits and carer's allowance applications. We also provide long term support for individuals and families with vulnerable members as well as individuals with physical or mental health problems and disabilities. This latter aspect of the work is undertaken in collaboration with social, health and mental health services.

Helpline

We run a helpline five mornings a week from 10 am to 12 noon. It is staffed by the operations manager or a paid worker. We receive enquiries from asylum seekers, refugees, members of the public interested in our work, and enquiries and referrals from other statutory and voluntary organisations.

Housing

We support clients recently awarded refugee status who are employed to find shared housing, utilising our Premium subscription to SpareRoom.com. Once offered a room, we apply for a Discretionary Housing Payment from Lancaster City Council to cover their deposit and first month's rent. For new refugees made homeless, we refer them to Refugees at Home* to find them a room with a volunteer host, and once there, we support them to find longer-term housing after their hosted placement. We have done around ten of these referrals.

For refugee families and refugees with disabilities or other qualifying needs, we engage Lancaster City Council for accessing emergency accommodation if necessary and long-term council housing. Where the families have enough income, we support them with finding longer-term rented accommodation.

The majority of clients who arrived in the UK seeking asylum in 2022 now have Leave to Remain. For those with families, the clients can require support for multiple stages in their housing search: a host for the short-term, shared rented accommodation, and upon their families arriving emergency accommodation, and then longer-term housing through the council or private rental sector.

*We have recently established a partnership with Refugees at Home, a national charity, to help refugees with temporary accommodation once they have leave to remain and while they are waiting for benefits, longer term housing and seeking work.

1.6 Impact and evaluation of our services

For the last financial year we have introduced a new system of impact and evaluation in order to represent the responses of our clients to the services we offer.

Using the EVID system devised by the Lancaster University Management School we have established seven focus groups, six of which undertook their evaluation in their own languages and one of which, conducted in English was for a group self-defining group of clients who are LGBTQ+. The project is supervised by one of the trustees.

The evaluation results will be shared across the asylum and refugee support community across the area in the autumn of 2024. At the time of writing the project is underway and will be completed and enhanced during the current financial year.

1.7 Safeguarding

In common with mandatory practice for statutory organisations and best practice for non-statutory and voluntary organisations, RAIS has developed a robust policy for Safeguarding. Its original version was formulated and adopted in 2017, shortly after the charity was created. Subsequently it has undergone further revisions as the charity has grown, our client-base massively increased, and in the light of our own experience of applying the policy. The current version of the policy (version 4) was amended and adopted by the trustees on 25/03/24.

The scope of the policy covers paid staff, volunteers and clients. It complies with the principles identified in the Care Act:

- empowerment (of those seeking support)
- prevention (taking pre-emptive action before harm occurs)
- proportionality (adopting the least intrusive response)
- protection (support and representation for those in greatest need)
- partnership (working with other agencies within the community)
- accountability (acting with transparency in delivering safeguarding)

The policy identifies the complex and wide-ranging forms that abuse may take. These fall broadly within the following categories, each of which the policy amplifies in greater detail:

- Physical
- Sexual
- Emotional or psychological
- Financial or material
- Discriminatory

For each category the policy outlines the possible indicators. Furthermore, the policy recognises that abuse can take place anywhere and the abuser be a stranger, family member, carer, or someone in a position of trust.

The policy offers clear guidance as to the action that should be taken if abuse is suspected:

- Reporting it to the Safeguarding Officer
- Refraining from making an investigation or giving advice
- Making no promise of confidentiality

The policy recognises the importance of ensuring that there is always a designated Safeguarding Officer. Their responsibilities are clearly defined:

- Ensuring that the safeguarding policy is adhered to
- Providing training and supervision
- Passing on allegations of abuse to relevant authorities
- Ensuring that the charity complies with GDPR
- Liaising with local police

It is to be noted that whereas the safeguarding policy applies to the responsibility that the charity has for the safeguarding of trustees, staff, volunteers and clients while they are engaged in activities related to our services we bear in mind the asylum seekers and refugees are not officially designated as vulnerable people *per se* although some of them may be as a result of their particular circumstances. We do not take overall responsibility for the safety of clients outside their engagement with us.

Lone working

In December 2023, following concerns raised by staff, we developed a Lone Working policy which included the following measures:

- purchasing personal alarms
- informing the Cornerstone staff when working alone
- asking that they escort clients to the door so that RAIS staff/volunteers decide if they can enter
- ensuring that no volunteer works alone in the office without a member of staff present

The management of the Cornerstone have also acted to better safeguard those working in the building. Measures taken include:

- a receptionist in the building
- installation of CCTV be installed, and that the
- locking of the automatic doors be locked when Cornerstone staff ar not present

An app can now be used to access the CCTV (including to see who is outside the office door), and there is now a telecom phone in the RAIS office so that clients can call from outside the locked automatic doors to the building. This enables a decision to be made whether to admit the person or meet them in the café area (a more public and busy place).

1.8 Volunteers

RAIS has approximately 20 to 24 volunteers at any one time, including trustees, of whom the majority are actively engaged with the front-line work of the charity. Volunteers are asked to apply in writing and complete GDPR and Confidentiality agreements and once provisionally appointed, to undertake a basic DBS check. The drop-ins are supervised by paid workers who in turn are line managed by one of the trustees. All volunteers are required to abide by the agreed policies of the Charity while acting on our behalf.

In an average week volunteers will work across all activities undertake an average of 24 hours of voluntary work with four volunteers at each two-hour drop-in and six hours on accompanying, household support and advocacy of various kinds.

1.9 Partnerships

RAIS is part of a network of support organisations across Lancaster District, working to support asylum seekers and refugees. We are committed to effective partnership working to ensure the best possible outcomes for our clients. Our main partners are listed below:

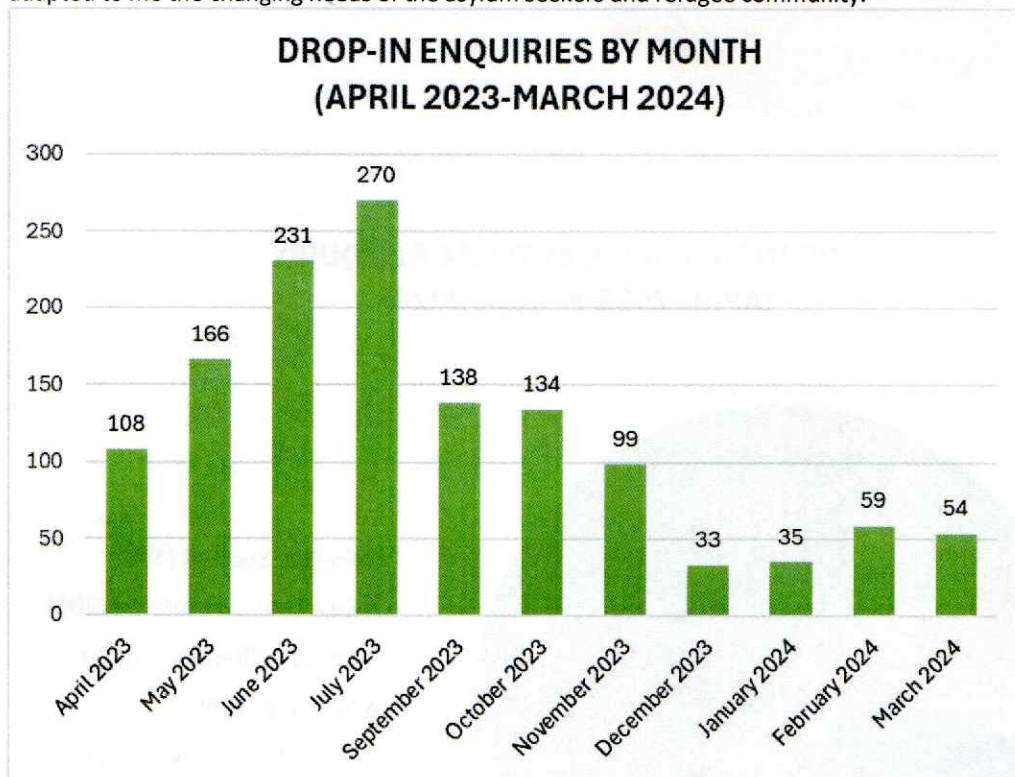
- Lancaster City Council Asylum and Refugee Forum (MAF)
- Lancaster and Morecambe City of Sanctuary committee
- East Meets West Women's Group
- Global Link
- St Thomas' Church Asylum Seeker and Refugee Support Network
- St Thomas Shared hub for new arrivals each Wednesday
- Lancaster and the Bay Hygiene Bank
- The Olive Branch Food Bank
- Morecambe Bay Food Bank
- Skerton Food Club
- Eggcup
- Citizens' Advice Bureau
- Lancaster City Council Housing Department
- Lancaster District CVS
- The Cornerstone

- Lancaster University
- Methodist Church
- Christ Church, Lancaster
- Collingwood Immigration Services
- The Tara Centre
- Lancashire Youth Challenge
- Lancashire Adult Learning
- Lancaster and Morecambe College
- Global Village Café
- Refugees at Home

2. Achievements and Performance

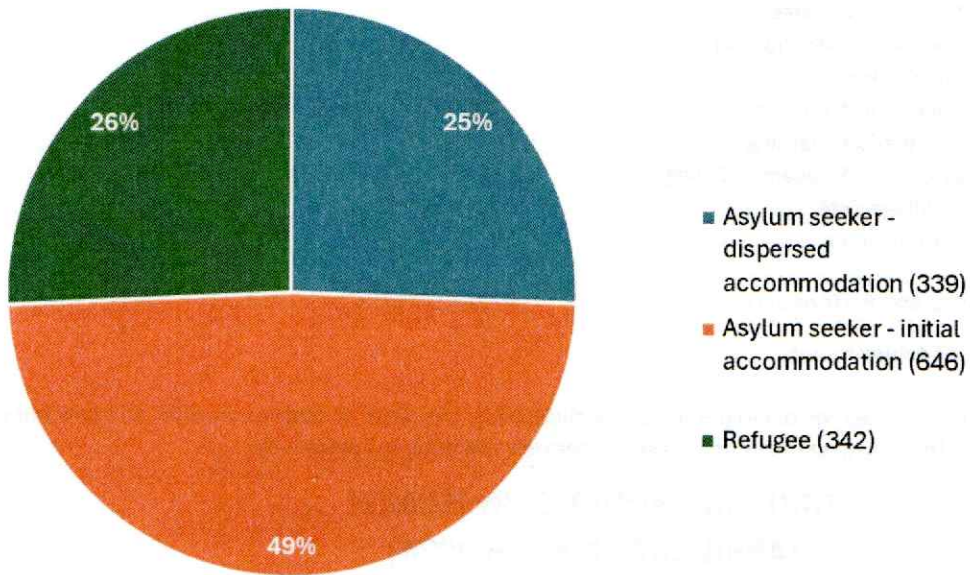
2.1 Summary of Achievements

The data below indicates the demographic of our client base, the range of services we offer and how our work has adapted to meet the changing needs of the asylum seekers and refugee community.

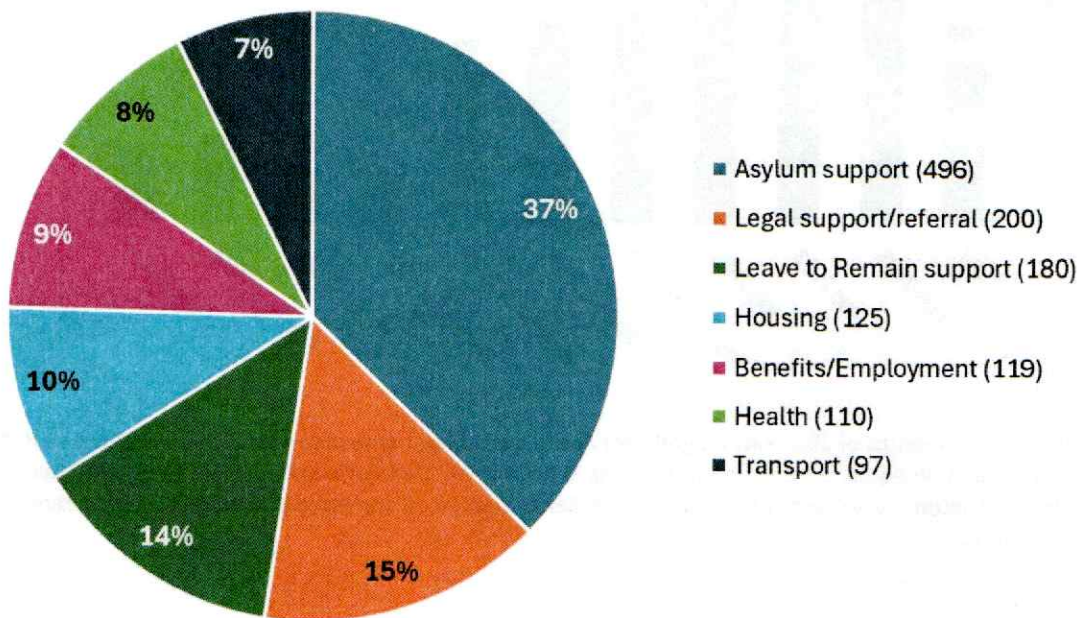


The summer months of 2023 saw a significant rise in the number of people needing help as the two initial accommodation hotels were in use at that time. Since March 2024 the numbers have increased again as more dispersed accommodation has been sourced by Serco in the area and more people with leave to remain have sought our support.

DROP-IN ENQUIRIES BY STATUS (APRIL 2023-MARCH 2024)

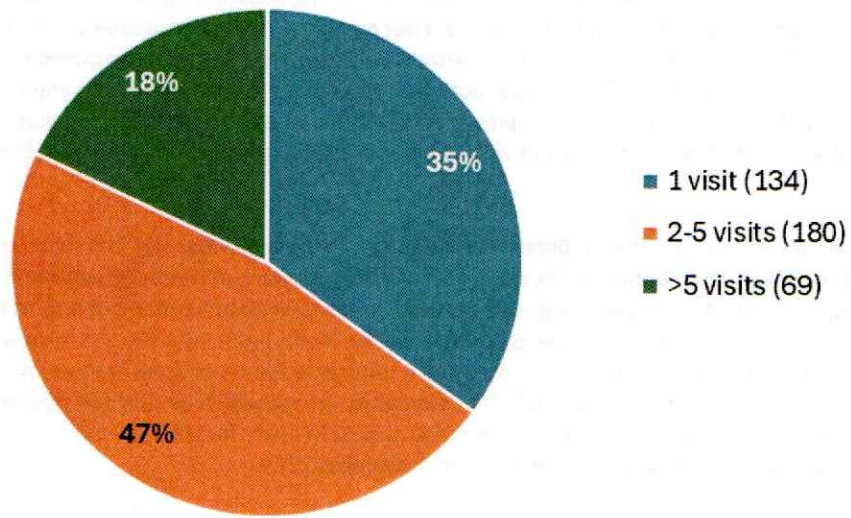


DROP-IN ENQUIRIES BY TYPE OF ENQUIRY (APRIL 2023-MARCH 2024)

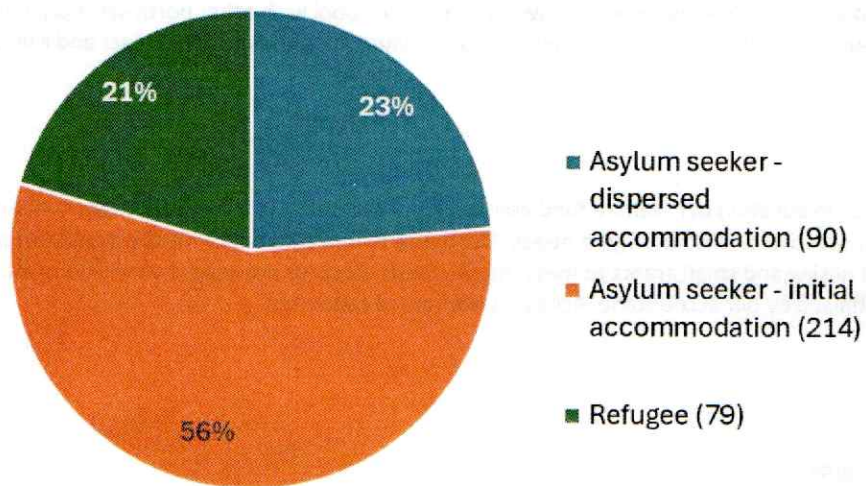


This chart illustrates the range of enquiries we deal with every week. The requests for legal support reflect the predominance of asylum seekers in the area over the period in question.

**RAIS CLIENTS BY LENGTH OF SUPPORT
(APRIL 2023-MARCH 2024)**



RAIS CLIENTS BY STATUS (APRIL 2023-MARCH 2024)



The last two charts illustrate the need for longer term support by a growing number people including both refugees and asylum seekers.

2.2 Case studies

Case study 1:

Y was an asylum seeker living in the hotel in Morecambe. Y's mental health declined and he began self-harming and attempted suicide. We engaged the mental health crisis team and organised ongoing support from his GP and

Barnardo's BOLOH service, a free therapy programme for asylum seekers. We supported Y with healthcare advocacy on an ongoing basis, including requesting medication reviews. We immediately contacted Migrant Help and Serco's safeguarding team about Y's mental health being worsened by the hotel environment. We organised Y being transferred to a shared house within weeks. Before the transfer, Y was becoming sick from the hotel food. Through our Social Prosperity Fund partnership with Skerton Food Club, we organised Y receiving free food parcels for 6 weeks, which resolved his digestive issues. We had referred Y to Collingwood Immigration Services for his asylum claim. Y received the asylum claim questionnaire but could not complete it due to repeatedly not being able to log into the online portal. The Home Office threatened to withdraw his asylum claim. We contacted the asylum questionnaire department at the Home Office to advocate for Y's claim to not be withdrawn and to resolve the log-in issue. They resolved it within 2 days, and Y completed his questionnaire with the solicitor. Y has since received Leave to Remain. We immediately supported him with opening a bank account and applying for Universal Credit.

Case study 2:

M, an asylum seeker, arrived in Lancaster in December 2023 after living in another city for two years. M had never had a solicitor and had given no evidence for his claim, nor any support from a charity. M had been very socially isolated since being in the UK. M received a negative decision on his claim shortly after arriving. M is a gay man who experienced torture and slavery. We sent his decision letter to the North East Law Centre to review its merit, and they agreed to represent M for his appeal. RAIS completed a referral to Freedom From Torture for a medico-legal report for his claim. We introduced M to local LGBTQ+ community groups which he now attends, and also the local refugee football team, whom he plays with weekly. We also helped M apply for a full-time Plumbing course at Lancaster and Morecambe College, which he will begin in September 2024.

2.3 Volunteer training

We offer regular training sessions to volunteers directly. In summer 2023, our Operations Manager offered four training sessions to volunteers, introducing them to RAIS' work and procedures for recording support work in our client database. We also ran a training session for all volunteers, staff, and trustees in December 2023 on the areas of support work we do (housing, education, complex asylum claims/appeals, etc.), safeguarding, and updates to the asylum system. In February 2024, new volunteers attended a training session covering the support work basics. In September 2023, the volunteers also received training from Green Rose CIC, a local organisation supporting those in fuel poverty.

The staff attended an all-day training event at Asylum Link in Liverpool with other north-west organisations on the Illegal Migration Act. The staff have received training from Asylum Support Appeals Project and Mental Health First Aid England.

2.4 Welfare fund

In the financial year in question our welfare fund assisted 59 clients through 224 transactions covering needs such as destitution, transport costs and other urgent needs. Our welfare fund consists of regular donations and one-off money from fund raising and small grants to meet urgent needs. Records are kept in an online cashbook and the transactions scrutinised by our accountants Accounts Matters of Lancaster.

3. The Future

3.1 Funding

Key Funding highlights from 23/24

- Continued to demonstrate agility in response to the government's changing policies and strategies regarding both the asylum seeking and refugees' communities. Our support systems have helped our clients apply for asylum while reducing the workload on migration soliciting services. Supported with learning English by directing them to local services. Helped clients find housing. Helped in cases of need with particular focus of food, children's clothing, medical and transport. Mental health support and accompanying clients to formal interviews. Supporting clients find work and courses.
- Made an application to the National Lottery for three years core funding. We have so far, successfully got to the final stage and awaiting a final decision (delayed by change of personnel at the NL). We are currently forming an application which can be made in the event of us falling at the final National Lottery hurdle.
- We have brought further clarity to our anticipated funding needs for the next 5 years. This has resulted in a strategic funding plan.

- We have appointed a new funding co-ordinator and provided training through the local community volunteer service.
- Successfully achieved a grant to fund all office and drop-in accommodation and training costs for the current year.
- Increased the number of regular donations and increased the value of gifts.
- Provided an efficient system to recover gift aid from suitable donations.
- Currently have a member of staff studying for a OISC level 1 qualification.

Key Funding objectives for 23/24

- Essential objective: to secure staff funding for next 3 years
- Add to the 5-year strategic funding plan, a 5-year rolling programme of funding applications with time guides and back-up funding sources.
- Create financial capacity to employ a third paid member of staff if we consider it essential to meet our client's needs.
- Ensure we maintain the charity's ability to adapt to changing government's policies and practice.
- Ease the burden on local migration solicitors' services by providing more guidance through our properly trained and qualified staff.

Fundraising

Since Covid 19 the fundraising opportunities for charities have been limited but are now beginning to resume. We anticipate a share of the funds from cross city fund raiser in October held by our partners at St Thomas' church. We have recently established a partnership with a local high school who will be fundraising for us.

3.2 Objectives for the coming year 24/25

1. To confirm co-opted trustees in post by election at the AGM in September 2024
2. To review and further develop the training programme for the volunteers
3. To appoint an additional paid member of staff as a senior support worker, funding permitting
4. To register with the OISC and support the operations manager towards level 1 and 2 qualifications
5. To review policies: Confidentiality, Volunteering, Complaints
6. To continue to review and update the Safeguarding policy as necessary according to circumstance
7. To consolidate the financial probity of the charity through funding bids
8. To further the implementation of the recently acquired CRM system
9. To further involve clients as volunteers in the day-to-day activities of the charity

3.3 Reserves Policy

We have decided that the annual reserves should be increased by £1000 to £7137 in order to cover any possible contractual debts.

4. Structure, Governance and Management

4.1 Governing Document

RAIS is an Association Model CIO, registered with the Charity Commission on 15th March 2021.

The previous Committee of RAIS, as an unincorporated Community Association, decided to adopt a more formal structure, including incorporation, as the ambition was to grow the Charity, and to employ our first paid worker, in order to deliver a professional and properly regulated service to our users.

4.2 Governance

The Trustees meet 5 times a year outside the AGM. Once every quarter to receive accounts and interim reports and discuss new proposals and issues with an extra meeting prior to the AGM for TAR preparation.

Policies

Current policies and procedures comprise Safeguarding, Confidentiality, Volunteering, Complaints, Equality, Diversion and Inclusion, Health and Safety, Disciplinary Procedure, and Grievance Procedure.

Officers of the Board

Neil Makenzie, funding coordinator; Clive Shaw, minutes secretary; Carmel Cheshire, treasurer; Pat Allen, IT manager.

4.3 Membership

RAIS is an Association Model CIO, which means that supporters of the Charity, including donors and volunteers, may, if they wish, become a Member of RAIS in order to keep up to date with our activities and to vote on certain matters. Only Members of the Charity may vote at our Annual General Meeting.

The RAIS Constitution requires only one annual meeting of its members, which is in effect the AGM. It may from time to time call additional meetings or invite members to participate in a consultation or planning event as appropriate. The means of communication for members is via email and meetings are held either in person or on zoom.

We currently have 39 Members, most of whom were supporters of RAIS before we became a CIO. The trustees recognise that welcoming a wide cross-section of our community as Members is a key way to ensure we are an inclusive organisation and to providing not only community support, but community understanding and empathy for our beneficiaries. The trustees have agreed a process for applying for, approving and recording Membership.

4.4. Employees

The Charity employs two paid staff:

1. Ms Caitlin Luna, the Operations Manager, whose role includes supervising and running the drop-in sessions, arranging and monitoring advocacy and outreach work, as well as networking to create and maintain good working relationships with other organisations.
2. Ms Carmel Cheshire, the Treasurer/Administrator, who manages the office and day to day finances as well as liaising with the accountants.

5. Thanks and acknowledgements

Our grateful thanks are due to the following organisations for their support and collaboration

North Lancashire CAB
Lancaster City Council Housing Dept.
East meets West
Global Link
The Cornerstone and Lancaster Methodist Church
Lancaster and District CVS
Lancaster and Morecambe City of Sanctuary
The Olive Branch food bank and Morecambe Bay Food Bank
The Lancaster Hygiene Bank and Food Club
Collingwood Immigration Services
St Thomas' Church Lancaster
Christ Church Lancaster
Our volunteer and paid interpreters

A big thank you to our funders:

National Lottery Awards For All
Garfield Weston
The Hilden Trust
The Lancaster District Mobility Trust
Migrant Help
Morrison's PLC Morecambe
Walney Extension Community Fund
UKSPF
Allen Lane Foundation

And finally

Thank you so much to all the individuals who have volunteered and/or donated to RAIS Lancaster over the last year. We couldn't do any of it without you!

As well as a growing number of monetary donations we receive many donations in kind including kitchen equipment, small items of furniture, toiletries and cleaning materials. We are very grateful to all who donate in response our appeals.

EH July 5th 2024
Chair RAIS Lancaster

Approval


The annual report and accounts were approved by the Trustees and signed on their behalf by




Signed – Dr E M Hare, Chair



Dated



Signed – Mr A Nicholson, Trustee



Dated

**RAIS Lancaster
Independent Examiner's Report
For The Year Ended 31 March 2024**

Independent Examiner's Report to the Trustees of RAIS Lancaster CIO

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2024 which are set out on pages 16 and 17.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed



Name: Christine Harwood ACMA
Chartered Institute of Management Accountants

Dated: 10/09/2024

Accounts Matters Limited
7-1-10 Cameron House
White Cross
Lancaster
Lancashire
LA1 4XF

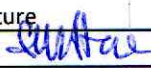
RAIS Lancaster
Receipts and payments accounts
For the year ended 31 March 2024

Account	Unrestricted	Restricted	2024	2023
Receipts				
Donations	4,024	-	4,024	9,942
Fundraising	-	-	-	307
Grants	14,580	37,921	52,501	29,824
Interest Income	70	-	70	8
Sub-total	18,674	37,921	56,595	40,081
Other Income				
Gift Aid Reclaims	1,317	-	1,317	-
Total Other Income	1,317	-	1,317	-
Total receipts	19,991	37,921	57,912	40,081
Payments				
Direct expenses	81	210	291	-
Accounting fees	2,424	-	2,424	657
Bank Fees	10	-	10	-
Insurance	262	-	262	237
Interpreters	121	899	1,020	1,941
Office expenses	1,825	270	2,095	2,236
Office rental	3,982	-	3,982	-
Phones (for asylum seekers)	-	302	302	2,950
Room rental	2,205	36	2,241	6,776
Salaries and on costs	6,255	30,183	36,438	17,060
Staff expenses	215	-	215	191
Subscriptions	132	-	132	-
Volunteers' expenses	548	-	548	291
Welfare fund - fares	761	2,235	2,996	9,472
Welfare fund - general welfare	69	469	538	1,170
Sub-total	18,891	34,604	53,494	42,981
Asset and investment purchases				
Equipment	-	-	-	2,924
Sub-total	-	-	-	2,924
Total payments	18,891	34,604	53,494	45,905
Net of receipts/(payments)	1,100	3,317	4,417	5,824
Transfers between funds	-	-	-	-
Cash funds last year end	4,420	8,412	12,832	18,656
Cash funds this year end	5,520	11,729	17,249	12,832

RAIS Lancaster

Statement of assets and liabilities at the end of the period

For the year ended 31 March 2024

		Unrestricted funds	Restricted funds	Endowment funds
		£	£	£
Cash Funds	Current account	10,983		
	Savings account	6,078		
	Cash	188		
Assets retained for the charities own use	Mobile phones		732	
	Office furniture	1,032		
	Laptop	599		
	IdeaPad	129		
	Roller banner	117		
	Shredder & printer	315		
	Signature	Print name		Date of approval
Signed on behalf of the trustees		E.M. HARE		9/9/24
Notes to the accounts				
<p>1. The accounts have been prepared on a Receipts and Payments basis as permitted by section 133 of the Charities Act 2011. As the income is not over £250,000 the Charity Commission guideline CC16 for receipts and payments has been applied.</p>				
<p>2. The principal accounting policies are: Income is recognised upon receipt of cash or cash equivalents to which the charity has full entitlements. Expenditure, inclusive of irrecoverable VAT, is recognised upon payment of an invoice or claim for which the charity</p>				
<p>3. The restricted fund movements are as follows:</p>				
Grant	B/fwd	Received	Spent	C/fwd
Allen Lane Foundation	-	6,240	6,240	-
EWCT	360	-	270	90
Grantscape	-	14,700	8,892	5,808
LCF	-	1,000	469	531
LDCVS	-	3,761	3,761	-
LDMT	-	3,500	2,235	1,265
Phones	1,078	-	302	776
The Fore	6,975	-	6,975	-
Morrisons	-	3,720	899	2,821
Migrant Help	-	5,000	4,562	438
	8,413	37,921	34,605	11,729