

THE
HARBOUR
PROJECT

For Swindon Refugees and Asylum Seekers

Providing a safe space for refugees and asylum seekers in Swindon

Charitable Incorporated Organisation
Reg. charity no: 1171368

**FINANCIAL STATEMENTS FOR THE YEAR ENDED
31ST MARCH 2024**

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Chairman's Report

The end of the period saw the Harbour Project in a healthy financial position. We secured major continuation funding from key institutions like the National Lottery Community Fund and from Swindon Borough Council in the previous year. During the last year we were delighted to learn that we had successfully secured a grant from the Lloyds Bank Foundation of £75,000 over three years. We have also been successful with a number of applications for smaller amounts to fund specific activities, meaning that we have a highly diversified income base. We also saw a three-fold increase in our income from fundraising and private donations. This is a trajectory that we will pursue. However, it is important to stress that we never take our funders or our financial stability for granted. We recognise the tremendous hard work and commitment by our team required to sustain our level of Reserves and retain a diversified income base.

The Lloyds funding also came with the opportunity to access free consultancy expertise which we used to review the workings of the Trustee Board. Our vice chair, Faisal Nawaf Mayed resigned his post but we welcomed three new trustees; Farzin Rahmani-Shirazi, Nabi Mohammed Duski and Gurpreet Nijjar. Our CEO of several years, Claire Garrett, signalled her intention to step down at the end of the year in December. Tom Bain was appointed as her successor and will serve as joint CEO until Claire's departure.

In the period, two of the three town centre hotels housing asylum seekers were closed at very short notice. We were anticipating a drop in Visitor numbers but people seeking asylum continue to be settled in the town and our numbers are still high with about 1300 people (asylum seekers and refugees) registered with us and demand continues to rise.

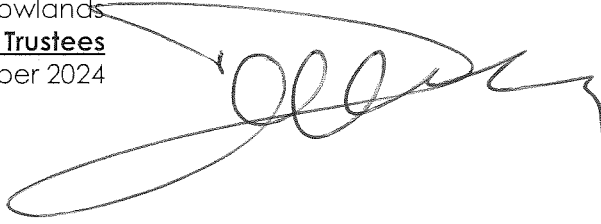
At the time of writing we have been operating from our new premises at the Broadgreen Community Centre in Swindon since January 2023. This has been an unqualified success. We have the facilities to expand our offering, including education, women's activities, and a youth group as well as more space for advice giving and social mixing. The costs associated with the new premises have, of course, increased but the benefits of being there significantly outweigh these considerations.

Sadly, the 'hostile environment' continues unabated. The rush to 'clear the backlog' in 2023 produced high levels of homelessness in the town as people were forced to leave their asylum accommodation whether they received a positive or negative decision. The 'Safety of Rwanda' Act and the 'Illegal Immigration' Act add to the stress levels of our Visitors who are additionally burdened with the prospect of being sent to the 'Bibby Stockholm' or other detention centre. Problems are further exacerbated by the constant changes in the Home Office's policies and their approach to processing asylum applications, compounded by the complexity of many claims and the huge reductions in Legal Aid available in asylum cases. This puts additional strain on the team as we must constantly re-evaluate where to focus our resources to best support our Visitors. We would also like serious consideration to

be given to allow people waiting for their cases to be heard to work. This would not only give people purpose but reduce demands on the Exchequer.

We are proud to see the Harbour growing in strength and serving our community. We believe that we are successful in providing support to vulnerable and often traumatised people and the feedback we get testifies to that. We owe much to our dedicated trustees, staff and volunteers.

David Rowlands
Chair of Trustees
September 2024

A handwritten signature in black ink, appearing to read 'DR', with a large, sweeping flourish underneath.

Trustees' Report

The Trustees present their report with the financial statements for the year ended 31st March 2024.

Charitable Objects

1. To provide relief for asylum seekers and refugees and their dependents who are in conditions of hardship or distress.
2. To preserve and protect the physical and mental health of such people.
3. To provide facilities for asylum seekers and refugees for education, employment, volunteering, recreation or other leisure time occupations with the object of improving their conditions of life and assisting their inclusion into the wider community
4. To support the needs of asylum seekers and refugees with appropriate information, advice and guidance.

Charity Information

Registered Charity Number:	1171368 (England and Wales)
Registered Office:	The Harbour Project Broadgreen Community Centre Salisbury Street Swindon Wiltshire, SN1 2AN
Bankers:	Metro Bank One Southampton Row London WC1V 5HA CAF Bank 22 Kings Hill Avenue Kings Hill West Mailing ME19 4JQ

Trustees who served during the year:

David Rowlands
Hadiza Mahuta
Ian Robertson
Faisal Nawaf Mayed – resigned 12th January 2024
Neda Krishnan
Housam Al-Housami
Mari Williams
Emma Graham

Farzin Rahmini-Shirazi – Appointed 4th May 2023
Nabi Mohammed Duski – Appointed 28th July 2023
Gurpreet Singh Nijjar – Appointed 24th November 2023

Independent Examiner:

Robert Raynes

85 Priors Hill
Wroughton
Swindon
Wiltshire, SN4 0RL

Organisational Structure

The charity is a CIO and is governed by a board of trustees.

Reserves Policy

The trustees' policy is to hold reserves at an appropriate level to continue core activities for a minimum of six months and a maximum of 12, to allow time for seeking new grant funding for staff posts and redundancy costs arising in the event of funding not being renewed.

Risk

The Trustees give high priority to identifying and implementing effective arrangements to manage risk. A Risk Register has been established and approved by the Board of Trustees. It is kept under continual review by the Trustees and any changes of risk are reviewed at each Trustees meeting. Financial risks associated with reducing income streams are mitigated by a fundraising strategy that allows for diversification of income. Systems or procedures have been put in place to diminish risk, and these are periodically reviewed to ensure their timeliness and appropriateness.

This report was approved by the trustees and signed on their behalf by:



David Rowlands



Date

Independent Examiner's Report

I report on the accounts for the year ended 31st March 2024 set on pages 8 to 16 for The Harbour Project (registered charity number 1171368).

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act")

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) if the Act.

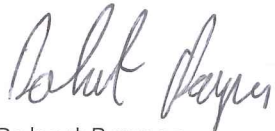
Independent Examiner's Statement

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

- The accounting records were not kept in accordance with section 130 of the Charities Act; or
- The accounts did not accord with the accounting records; or
- The accounts did 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:



Date:

27/9/2024

Name:

Robert Raynes

Address:

Bridleway Cottage, 85 Prior's Hill, Wroughton, Swindon, Wiltshire SN4 0RL

Statement of Financial Activities for the year ended 31st March 2024

	£ Unrestricted Funds	£ Restricted Funds	£ Total	£ 2023
Income from				
Activities in furtherance of charitable objects				
Grants & fundraising receivable	13,815	283,465	297,280	274,414
Donations & legacies	44,394		44,394	63,307
Other income	5,796		5,796	1,220
Investment income	7,452		7,452	2,406
Total incoming resources	71,457	283,465	354,922	341,347
Resources expended	-56,076	-283,465	-339,541	-320,603
Net movement of resources	15,381	0	15,381	20,744

The notes on pages 10 to 17 form part of these accounts.

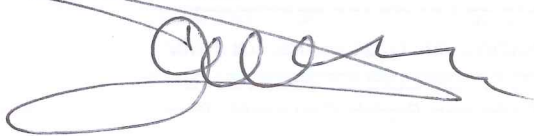
Balance Sheet as at 31st March 2024

	£ 2024	£	£ 2023	£
Tangible fixed assets		19,711		24,638
Improvements to leasehold property		58,920		65,466
		78,631		90,104
Current assets				
Cash & cash equivalents	353,035		341,696	
Debtors & prepayments	7,520		6,158	
	360,555		347,854	
Less: Current liabilities due within one year				
Creditors & accruals	136,703		119,917	
Net current assets		223,852		227,937
Net assets		302,483		318,041
Represented by:				
Designated funds		113,138		144,077
Restricted Funds		0		0
Unrestricted funds		189,345		173,964
		302,483		318,041

The notes on pages 10 to 17 form part of these accounts.

Approved by the trustees and signed on their behalf by:

David Rowlands



Date

27.09.2024

Notes to the financial statements for the year ended 31st March 2024

Accounting Policies

Basis of accounting

The financial statements have been prepared in accordance with applicable standards and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2015) and the Charities Act 2011. The financial statements have been prepared on the accruals basis for the charity continuing as a going concern.

Incoming resources

Incoming resources are reported gross and are included in the statement of financial activities when the charity is entitled to the income and amount can be qualified with reasonable accuracy.

Grants receivable

Grants received prior to the financial year of their intended use are shown as deferred income and will be reported as income in the financial year of their use. All other grants are recognised when receivable.

Restricted funds

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor, when funds are raised for particular restricted purposes, or when restricted in their use by the Trustees

Designated funds

Designated funds were funds set aside (from Unrestricted Funds) by the Trustees explicitly for new premises or improvement of existing premises.

A substantial amount was spent in 2022/23 to allow the charity to move to new premises in Broadgreen Community Centre. Monies were spent on refurbishment of the Broadgreen Community Centre, as well as new equipment to allow the charity to continue to provide its services in accordance with its Charitable Objects. A 10-year lease has been agreed with the Landlord (South Swindon Parish Council). The costs of refurbishment are to be depreciated over 10 years, in line with the term of the lease, drawing down from the Designated Reserves. The cost of the equipment will be depreciated in accordance with normal accounting policies.

This extra depreciation will be covered by transfers from the Designated Reserves to Unrestricted funds.

Remaining Designated Reserves will be utilised over the term of the Lease to help meet increases in rent and other operating costs associated with the move to new premises. As well as higher rent, the charity is now also responsible for meeting costs such as energy, water, health and safety testing, and cleaning. It is not anticipated that the charity will need to retain Designated Reserves once this fund is exhausted.

Unrestricted funds

Are donations and other income received or generated to further any of the charity's purposes, spent or applied at the discretion of the trustees, and are available for use as general funds at the discretion of the Trustees.

Governance and administration costs

Governance and administration costs of the charity relate to the costs of running the charity and includes any costs that cannot be specifically identified to direct charitable activities.

Depreciation of tangible assets

Tangible assets for use by the charity are stated at cost less depreciation. Depreciation is charged at rates calculated to write off the cost over their expected useful lives on the following basis:

Office and other fixed equipment is capitalised where it has a cost of more than £500, and is depreciated at 20 % on a reducing balance basis.

Improvements to leasehold property are depreciated on a 10 year basis in line with the term of the lease of Broadgreen Community Centre.

Incoming resources

	£	£	£	£
	Unrestricted	Restricted	2024	2023
Grants & Fundraising				
National Lottery Community Fund		36,957	36,957	45,243
Swindon Borough Council		92,300	92,300	51,197
Lloyds Bank Foundation		15,662	15,662	35,478
Swindon Borough Council/DEFRA				488
National Benevolent				9,410
Wiltshire Community Foundation		9,165	9,165	6,022
Zurich Community Trust		30,021	30,021	6,822
Wiltshire Council		2,175	2,175	4,000
A B Charitable Trust				15,000
Blagrove Trust		20,307	20,307	20,263
ESFA				4,192
Postcode Community Trust				3,331
Kingshill Trust				18,000
The Fore		11,292	11,292	7,483
Hilden Charitable Trust				1,315
Jack Lane Charitable Trust		2,000	2,000	1,880
Rotary Club		4,067	4,067	
WASP		5,300	5,300	
Shared Prosperity		9,795	9,795	
Bristol Law Centre		7,200	7,200	
Health Inequalities		8,200	8,200	
Wiltshire Wildlife Trust		520	520	
Cassarotto		1,190	1,190	
Anonymous/other grants		26,984	26,984	38,461
Fundraising	13,815	330	14,145	5,829
	13,815	283,465	297,280	274,414
Donations & Legacies				
Gifts & Donations	4,720		4,720	52,666
Gift Aid Donations	5,120		5,120	5,634
Gift Aid Received	34,564		34,564	5,007
	44,404	0	44,404	63,307
Other income	5,786		5,786	1,220
Interest received	7,452		7,452	2,406
	13,238	0	13,238	3,626
Total incoming resources	71,457	283,465	354,922	341,347

Resources expended

	£	£	£	£
	Unrestricted	Restricted	2024	2023
Direct Charitable expenses				
Staff Salary costs	20,281	232,603	252,884	228,108
Rent	4,971	10,799	15,770	19,000
Staff and volunteer travel costs	301	144	445	282
Printing, postage and stationery	3,209	1,638	4,847	5,875
IT and telephone	7,050	6,039	13,089	10,635
Repairs & Maintenance	587	1,775	2,362	1,410
Bank charges	2,500		2,500	1,935
Accounting and professional fees	(310)		(310)	1,210
Insurance	195		195	2,014
Beneficiary costs	4,515		4,515	5,016
Dues & Subscriptions	1,103	283	1,386	1,290
Tuition & Classes	884		884	636
Visitor Activities	2,420	20,583	23,003	27,711
Payroll costs		207	207	202
Bookkeeping fees		4,856	4,856	4,738
Training	290		290	
Cleaning and catering	3,103	2,851	5,954	3,759
Publicity and advertising	1,471	55	1,526	309
Miscellaneous	436	349	785	301
Fundraising expenses	2,238		2,238	1,400
Direct visitor costs				1,210
Depreciation	413		413	517
Light & heat	419	1,283	1,702	3,045
Total	56,076	283,465	339,541	320,603

	Designated Reserves	2023
Direct Charitable expenses		
Cleaning and catering		371
Rent	5,400	
Waste collection	1,112	
Premises cleaner	630	
Repairs & maintenance	3,086	1,192
IT and telephone	1,780	1,494
Light & heat	7,871	
Amortisation	6,546	1,678
Depreciation	4,514	1,188
Total	30,939	5,923

As stated above on page 10, an amount has been spent in respect of additional costs that have been incurred by reason of the move to the Broadgreen Community Centre.

The capital costs of this exercise have been included in the Balance Sheet and the direct revenue expenses incurred during the year have been written off to Designated Reserves.

Analysis of restricted funds

Donor	Income received	Resources expended
National Lottery Community Fund	36,957	36,957
Swindon Borough Council	92,300	92,300
Lloyds Bank Foundation	15,662	15,662
Wiltshire Community Foundation	9,165	9,165
Wiltshire Council	2,175	2,175
Blagrove Trust	20,307	20,307
The Fore	11,292	11,292
Zurich Community Trust	30,021	30,021
Jack Lane Charitable Trust	2,000	2,000
Rotary Club	4,067	4,067
WASP	5,300	5,300
Shared Prosperity	9,795	9,795
Bristol Law Centre	7,200	7,200
Health Inequalities	8,200	8,200
Wiltshire Wildlife Trust	520	520
Cassarotto	1,190	1,190
Anonymous/other grants	27,314	27,314
Total	283,465	283,465

Net movement of resources

The net movement of funds for this financial year is stated after charging:

Depreciation	£413
Depreciation from Designated Reserves	£4,514
Amortisation from Designated Reserves	£6,546

Taxation

The Harbour Project, as a registered charity, obtains exemption from taxation under section 505 and section 256 Taxation of Chargeable Gains Act 1992.

Tangible fixed assets

	£
Equipment	
Cost	
As at 1 st April 2023	36,830
Addition in year	
Disposals in year	
As at 31st March 2024	36,830
Depreciation	
As at 1 st April 2023	12,192
Charge for year	4,927
On disposals	
As at 31st March 2024	17,119
Net book value	
As at 31 st March 2023	24,638
As at 31st March 2024	19,711
Leasehold Improvements	
Cost	
As at 1 st April 2023	67,144
Addition in year	
Disposals in year	
As at 31st March 2024	67,144
Amortisation	
As at 1 st April 2023	1,678
Charge for year	6,546
On disposals	
As at 31st March 2024	8,224
Net book value	
As at 31 st March 2023	65,466
As at 31st March 2024	58,920

Debtors

	£ 2024	£ 2023
Accounts Receivable	2,953	340
Other Debtors	316	1,533
Income tax refund due on Gift Aid payments	2,572	1,392
Prepayments	1,679	2,893
	7,520	6,158

Creditors

	£ 2024	£ 2023
Grant aid received in advance*	42,909	45,775
Anonymous/other grants received in advance	88,046	62,833
Other creditors	5,748	11,309
	136,703	119,917

* The following organisations have already advanced us funds in respect of 2023-24.

	£ 2024	£ 2023
Wiltshire Council	2,825	
Blagrove Trust	13,796	13,903
Swindon Borough Council/DEFRA		300
Zurich Community Trust	10,656	18,178
The Fore	3,608	4,894
Wiltshire Community Foundation	1,254	8,500
Rotary	1,432	
Lloyds Foundation	9,338	
	42,909	45,775

Reserves

	£ 2024	£ 2023
Restricted reserves as at 1 st April 2023	0	0
Transferred (to) / from unrestricted reserves	0	0
Net income / (expenditure) for year	0	0
Restricted reserves as restated at 31st March 2024	0	0
Designated reserves as at 1 st April 2023	144,077	150,000
Transferred from / (to) unrestricted	-30,939	-5,923
Net income / (expenditure) for year	0	0
Designated reserves as at 31st March 2024	113,138	144,077
Unrestricted reserves as at 1 st April 2023	173,964	153,220
Transferred from / (to) restricted reserves	0	0
Net income / (expenditure) for year	15,381	20,744
Transferred to designated funds	0	0
Unrestricted reserves at 31st March 2024	189,345	173,964
Total reserves as at 31st March 2024	302,483	318,041