

COMPANY REGISTRATION NUMBER: 5447875
CHARITY REGISTRATION NUMBER: 1112026

Asylum Justice Limited
Company Limited by Guarantee
Unaudited Financial Statements
31 January 2017

ROBLINS

Chartered accountant
3 Deryn Court
Wharfedale Road
Pentwyn
Cardiff
CF23 7HA

Asylum Justice Limited
Company Limited by Guarantee
Financial Statements
Year ended 31 January 2017

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ASYLUM JUSTICE LIMITED ANNUAL REPORT

For the year ended 31 January 2017

The Board of Trustees of Asylum Justice present their annual report and accounts for the year ending 31st January 2017 and confirm that they comply with the requirements of the Charities Act 2011, and the Charities SORP 2015.

REFERENCE AND ADMINISTRATIVE DETAILS

Company Name: Asylum Justice Limited Company Registration Number: 5447875
Charity Registration Number: 1112026

Office of the OISC Registration Number: N200800025

Registered Office Roblins, 3 Deryn Court, Wharfedale Road, Pentwyn, Cardiff ,
CF23 7HA Office: Portland House, 113-116 Bute Street, Cardiff, CF10 1SE

Bankers: HSBC and CAF

Accountants: Roblins, 3 Deryn Court, Wharfedale Road, Pentwyn , Cardiff, CF23
7HA

THE TRUSTEES

Bernadette Rainey (Chair)

Sian Summers-Rees

Victoria Goodban (Secretary)

Fermmigje (aka Emmy) Chater

Emma Borland

Chloe Marong

Alison McQueen

Ali Sido Rasho

Grace Krause

Eleri Williams

Nasif Ahmed

Kousay Al Sheikh

Non –Trustee Officer - Adrian Bulley (Treasurer)

Trustees who stepped down in 2016 – 2017

Adrian Bulley (remains as Secretary)

Anne Hubbard

Fides Vyubuzima

Lucy Goodridge

Structure Governance and Management

The organisation is a charitable trust and a Company Limited by Guarantee, governed by its Memorandum and articles of association.

The charity is managed directly by its Board of Trustees. Each trustee is ex officio a Member of the company. There are no other members. The board consists of twelve trustees. A Trustee who has served a continuous term of six years must resign for at least one year but then may stand for re- election to the board.

The Trustees offer, collectively, a range of professional skills and a wealth of experience {with backgrounds in law, business, academia, third sector and those who have been granted refugee status}. The Trustees are all based in South Wales and are closely involved in all aspects of the charity's work. The Board meets on a quarterly basis (or monthly if necessary) and the Trustees maintain regular contact via email. The Trustees also delegate the powers to specific groups but there is at least one Trustee involved in all the sub-groups. The Trustees give their time voluntarily and

receive no remuneration or benefits from the charity; any expenses paid are set out in the attached Notes to the Financial Statement, and relate principally to administration and travel costs.

As a charity that offers free legal advice services to asylum seekers and refugees in Wales, Asylum Justice is also registered with the Office of Immigration Services Commissioner (OISC) in accordance with the Immigration and Asylum Act 1999 and the Nationality, Immigration and Asylum Act 2002. The charity is also registered with the Information Commissioner's Office for data protection purposes.

In January 2017, Bernadette Rainey took over from Sian Summers-Rees as Chair. During the year Victoria Goodban took over as Secretary, from Emmy Chater. Adrian Bulley stepped down from his post as trustee but still remains as Treasurer. The Board would like to thank Adrian for his continuing commitment to Asylum Justice. Adrian will be stepping down as Treasurer by December 2017 and the Board will appoint a new Trustee to focus on the role of Treasurer.

Ruth Brown remains the Legal Director and the only full-time member of staff (until June 2017.). The Legal Director is responsible for the charity's casework and office management. The Trustees wish to express their heartfelt thanks to Ruth for all her hard work; it has been Ruth's persistent hard work and compassion for clients that has ensured that the re-launch of our services continues to be so successful. After a successful funding bid to Trusthouse Charitable Trust, Sian Pierce was appointed on a short term, part time basis as a Legal caseworker from February – October 2016.

We would also like to thank our patrons Roger Warren Evans (founder of Asylum Justice) Professor Heaven Crawley, Professor Bridgette Anderson and Dr. Barbara Harrell-Bond, Emerata Professor, OBE, for their continued support.

Objectives and activities

Asylum Justice provides legal advice, assistance and representation to asylum seekers and refugees when Legal Aid has been refused or withdrawn or when the immigration matter falls 'out of scope' of Legal Aid. Asylum Justice represents clients at all appeal levels, either by representing them directly, or by retrieving Legal Aid. In broad terms we aim to provide advice, assistance and representation for people who have made a

request for protection in the UK which may be considered under the UN Convention relating to the Status of Refugees 1951 or under the European Convention on Human Rights 1950 .

Our charitable objectives are as follows:-

The relief of poverty, in particular but not exclusively, for persons including but not limited to asylum seekers and refugees who have at any stage raised arguments under the 1951 UN Convention relating to the Status of Refugees or the European Convention of Human Rights or The Human Rights Act 1998 to the Secretary of State for the Home Department or the First-Tier and Upper Tribunal of the Immigration and Asylum Chamber or in any other legal proceedings; and

To provide legal advice, assistance and representation in relation to persons including but not limited to asylum seekers who by reason of their inadequate means are unable to obtain such advice and representation from their own resources and who, in particular but not exclusively, have at any stage raised arguments under the 1951 United Nations Refugee Convention or the European Convention of Human Rights or The Human Rights Act 1998 to the Secretary of State for the Home Department or the First-Tier and Upper Tribunal of the Immigration and Asylum Chamber or any other legal proceedings.

Achievements and Performance

Since January 2015 and continuing in 2016, we have run a weekly drop-in on a Monday (between 6 and 8.30pm) at the City United Reformed Church, Windsor Place, Cardiff, CF10 3BZ. At the drop-in people receive initial advice and are then signposted or referred on, either to a local legal aid solicitor, or to our Legal Director (based in offices at Portland House, Cardiff Bay). Through our drop-in we are able to identify and assist extremely vulnerable clients, for example victims of torture or trafficking. We also provide signposting advice to support the general wellbeing of asylum seekers and refugees e.g. Foodbanks, mental health services etc. This signposting support can help to overcome additional barriers for people who find themselves in extremely difficult circumstances such as destitution. Following attendance at our drop- in (if we are unable to refer the case onto a legal aid solicitor) our Legal Director will, if at all possible, provide direct legal representation.

The extremely high demand for our services has meant that our Legal Director has had to manage a large and challenging caseload. Most of our work is focused on representing clients on appeal before the First -Tier and Upper Tier of the Tribunal. We have also assisted a number of clients to challenge decisions made by Legal Aid lawyers to withdraw/refuse representation under Legal Aid. We also help a number of clients with fresh claims and with applications for refugee family reunion. We have received a growing number of requests for support from Syrians seeking family reunion as legal aid is no longer available and many cases are being unfairly refused.

We receive regular referrals from Migrant Help, Social Services, local Solicitors, Churches and Community Organisations, other NGOs/Charities, and the Women's refuge. We, in turn, regularly refer clients to local Solicitors, Asylum Support Organisations, other NGOs/ Charities, Social Services, Experts, Medical Experts, and to First Responders. We offer one-off advice as well as full representation.

Achievements and outcomes

Since January 2016, we have:

Family Reunion

Advised 56 UK based sponsors and made 82 applications for family members in relation to family reunion. Of those already decided, only one has been refused.

Fresh claims

Advised 61 clients about making fresh claims. We have dealt with 7 of those cases. We were successful in 3, 1 case was refused, and 3 are pending (backlog of these cases due to resource issues)

First-tier tribunal appeals

Advised 47 clients with First-tier tribunal appeals lodged/pending. We have represented 24 clients (won 13).

Upper Tribunal

Advised 55 clients about permission to appeal to the Upper Tribunal. We have made applications in 38 cases.

We have been granted permission in 14 so far, won a further 5 on appeal, significant number still pending.

Initial claim of asylum

11 clients advised on claiming asylum. Referred 6 of these clients onto legal aid solicitors.

Travel documents

Advised 12 clients about documents. We have made 6 travel document applications.

Bail Hearings

Advised in one bail hearing which was granted.

Misc.

Advised a further 25 + clients on issues such as Third Country removal, nationality applications, financial thresholds for leave applications, eligibility for legal aid etc. We referred 2 of these to legal aid providers willing to do Exceptional Case Funding applications. We referred another 5 for benefit and welfare-related queries to legal aid providers.

Trafficking victims

We have advised 8 clients and referred 3 to legal aid providers

We measure the success of our project not only by the number of successful outcomes but also by the positive feedback from clients, volunteers and other individuals. Some of the comments from our drop-in feedback sheets:-

"Thank you for your time, kindness, patience and dedication. God bless you".

"Amazing people, help me a lot. Thank you from my heart"

"Very happy. Awesome service".

"Ruth was very patient and kind to us. She listened to everything and was very compassionate. I am extremely pleased by her pleasant service. Many thanks".

"Very helpful and patient. I am happy to get advice for free".

"I found your services so good for me and for others. But there is not all languages. Hope you ask some others, like asylum seekers to do this job and feel like they can give you help".

Our caseload reached maximum capacity in June 2015 and the Board took the decision for Asylum Justice to stop taking on new clients until August 2015. The Legal Director continued to work on her existing caseload during this period and the drop-ins continued to run on an advice only basis.

We have re-opened our caseload however Trustees will continue to monitor the situation and are concerned about the continued demand and increasing pressures on our services.

Volunteering programme

The recruitment and support of volunteers is currently the responsibility of board members (although the Legal Director manages the volunteers at the office and drop-in) through a Volunteer Sub Group. We currently have four teams of volunteers - drop-in team, office administration team, law student researchers and legal advisers . As our board has to balance their work for Asylum Justice with other full-time commitments, and as the number of volunteers' increases and the demand for our services continues to increase, it is clear that we need to employ a full-time volunteer coordinator to help us to develop and to manage our volunteer programme. We have developed a volunteer manual and policy however we do not currently have the capacity to develop and implement volunteer training plans and general supervision of volunteers. Therefore at present we are unable to fully utilise the skills and expertise of our volunteers.

Asylum Justice strongly believes in supporting the training and development needs of our volunteers to ensure that our volunteers feel valued and so that we provide a high quality service to our clients. We are able to deliver on this commitment thanks to a grant from the United Reformed Church of

£2,000 per year over three years. Some of the funding has been used to provide training for volunteers at level 1 OISC and training in fundraising and interpretation.

Developing Networks and Marketing

Asylum Justice is now well established within the Welsh asylum and refugee sector. As noted above, we receive regular referrals from, and we refer regularly to, a number of local public, private and third sector organisations. We have strong links with Cardiff University and we have joined the LawWorks Cymru network (for which we are entitled to a number of benefits including free CPD training and free access to LexisPSL). We are members of the Cardiff City of Sanctuary network, the Welsh Refugee Council network, and the All Wales Asylum Support Forum. We are also members of the Immigration Law Practitioners Association (ILPA), the Joint Council for the Welfare of Immigrants (JCWI), the Electronic Immigration Network (EIN) and the Refugee Legal Group (co-ordinated by Asylum Aid). We are working to build informal links with other law clinics so that we may share information and our experiences.. We are in discussion with Swansea University College of Law with a view to establishing a link with the law clinic being developed at the college in September 2017.

Fundraising

(i) Grant fundraising

1) At the end of 2015 we were successful in gaining funding from Trusthouse Charitable Foundation and Allen Lane towards sessional legal advisers. We recruited a part-time legal adviser and we set aside part of this funding to pay for sessional advisers as when required (but mainly to provide representation at the tribunal in order to cope with the demand).

2) Our Tudor Trust funding came to an end in October 2016. However, we successfully bid for an extension of the funding for another three years. (October 2016 – October 2019). We can

continue funding our Legal Director. With a full-complement of staff, in line with the original business plan we developed prior to our re-launch, we will be far more able to meet the current demand.

3) In January 2017 we submitted a successful bid as part of a consortium of third sector organisations (with the Welsh Refugee Council as lead agency) to the Welsh Government for a three year programme to improve services for asylum seekers and refugees in Wales. (Asylum Rights Programme). This funding secured two part time legal officer posts (as a job share). The posts will start from June 2017 and September 2017. As part of the bid and with the support of the new posts, Asylum Justice will run a drop in, in Swansea from September 2017, with the possibility of expanding this further.

We have also begun to develop an outline funding application to the Big Lottery to employ two OISC level 3 advisers and a volunteer coordinator. We have successfully got through the first stage of the application and we will be submitting the second stage report by October 2017.

(ii) Donations and activity fundraising

We have formed a fundraising sub-group to start to focus our efforts on increasing our unrestricted reserves. A number of Trustees and volunteers have attended training for charity fund raising and we are developing a fund raising pack.

In October 2016, we celebrated the charity's ten year achievements with a charitable dinner to raise funds and awareness for the charity.

We also raised money by completing the "legal walk" in September 2016 and continue to receive group and individual donations. We successfully raised funds through being a nominated charity for Waitrose in 2016 and 2017.

Communications

We have also established a communication sub group. One of the key developments of this group has been to improve our social media communications (Facebook and Twitter). We have also developed a quarterly newsletter, the first one was sent out at the end of December. This has been reviewed and will be relaunched in the Summer of 2017.

Financial Review

The total income for the year ended 31st January 2017 was £49,451 (2016 £71,957) and the total expenditure for the year was £68,692 (2016 £52,246) resulting in a net deficit for the year of 19,241 (2016 surplus £19,711). The income received included restricted funds of £35,000 (2016 £68,500). Continuing donations, including from Standing Order supporters were also received, generating up to £8,943 (2016 £3,457) of unrestricted funds. The expenditure for the year has largely been on core management costs, including running the offices at Portland House, office rent, the Legal Director's salary, and the Legal Director 's travel expenses. The restricted fund balance brought forward at 1st February 2016 was £54,957 and has reduced to £27,043 carried forward at 31st January 2017. The balance on the unrestricted fund increased during the year from £4,612 brought forward to £13,285 at 31st January 2017.

Reserves Policy

The trustees are aware that the unrestricted funds held are at present inadequate and are working to increase the level to above £20,000 to help ensure the financial stability of the charity and as a buffer against shortages in funding and any unbudgeted expenses. At 31st March 2017 the unrestricted reserves had increased to £13,285 which is below the level that the Trustees require.

Risk policy

The trustees are aware of all the major risks regarding the charity including financial and personal risks, which are reviewed on an ongoing basis. Financial risk is recognised and controlled by a system of authorisation of expenses and segregation of

duties in recording and processing wages and income. Trustees are appointed to check and review personnel matters and Health and Safety and appropriate insurance are in place.

Plans for the future

The Board will continue to implement its funding strategy to try to secure sufficient grant funding to increase its capacity and meet the needs of its clients. We have submitted a proposal to the Big Lottery Fund for two level three Advisors and a Volunteer Coordinator. We have been successful in Stage one. We will submit Stage two of the Bid by October 2017. We will also apply to other funding streams during 2017.

We will also continue our efforts to increase our unrestricted funds and increase our donations by standing orders.

Conclusion

In conclusion, we would like to take this opportunity to thank our funders, the local community, our volunteers, City United Reformed Church and our Patrons for their support to date and we kindly call upon their continued support so that Asylum Justice may carry on providing its important free services to asylum seekers and refugees in Wales for years to come. We would also like to thank Sian, who stood down as Chair in December 2016, for all her hard work over the previous period in leading the charity and Adrian who will stand down as treasurer at the end of 2017, for his hard work and commitment as trustee and treasurer. We would like to thank our independent examiner for their kind assistance.

Asylum Justice proved its worth and value in 2016 - 17 and with continued support and generosity we hope to do so for many more years to come.

Signed by Trustee:  Date: 30/6/17

Print name: Bernadette Rainey

Asylum Justice Limited

Company Limited by Guarantee

Independent Examiner's Report to the Trustee of Asylum Justice Limited

Year ended 31 January 2017

I report on the financial statements for the year ended 31 January 2017, which comprise the statement of financial activities (including income and expenditure account), statement of financial position and the related notes.

Respective responsibilities of trustee and examiner

The trustee (who is also the director of the company for the purposes of company law) is responsible for the preparation of the financial statements. The trustee considers 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. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales (ICAEW).

Having satisfied myself that the charity is not subject to 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from 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 next statement.

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

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.

ROBLINS
Chartered accountant

3 Deryn Court
Wharfedale Road
Pentwyn
Cardiff
CF23 7HA

20 April 2017

Asylum Justice Limited
Company Limited by Guarantee
Statement of Financial Activities
(including income and expenditure account)

31 January 2017

			2017		2016
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Income and endowments					
Donations and legacies	5	8,943	35,000	43,943	71,957
Other trading activities	6	5,508	—	5,508	—
Total income		<u>14,451</u>	<u>35,000</u>	<u>49,451</u>	<u>71,957</u>
Expenditure					
Expenditure on raising funds:					
Costs of other trading activities	7	3,527	—	3,527	—
Expenditure on charitable activities	8,9	2,251	62,914	65,165	52,247
Total expenditure		<u>5,778</u>	<u>62,914</u>	<u>68,692</u>	<u>52,247</u>
Net (expenditure)/income and net movement in funds		<u>8,673</u>	<u>(27,914)</u>	<u>(19,241)</u>	<u>19,710</u>
Reconciliation of funds					
Total funds brought forward		4,612	54,957	59,569	39,859
Total funds carried forward		<u>13,285</u>	<u>27,043</u>	<u>40,328</u>	<u>59,569</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 17 to 22 form part of these financial statements.

Asylum Justice Limited
Company Limited by Guarantee
Statement of Financial Position
31 January 2017

		2017		2016
		£	£	£
Current assets				
Debtors	13	—		1,036
Cash at bank and in hand		41,956		60,161
		<u>41,956</u>		<u>61,197</u>
Creditors: amounts falling due within one year	14	<u>1,628</u>		<u>1,628</u>
Net current assets			<u>40,328</u>	<u>59,569</u>
Total assets less current liabilities			<u>40,328</u>	<u>59,569</u>
Net assets			<u>40,328</u>	<u>59,569</u>
Funds of the charity				
Restricted funds			27,043	54,957
Unrestricted funds			<u>13,285</u>	<u>4,612</u>
Total charity funds	16		<u>40,328</u>	<u>59,569</u>

For the year ending 31 January 2017 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustee's responsibilities:

- The members have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The trustee acknowledges his responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 20 April 2017, and are signed on behalf of the board by:


Bernadette Rainey
Trustee

The notes on pages 17 to 22 form part of these financial statements.

Asylum Justice Limited
Company Limited by Guarantee
Notes to the Financial Statements
Year ended 31 January 2017

1. General information

The charity is a private company limited by guarantee, registered in England and Wales. The address of the registered office is 3 Deryn Court, Wharfedale Road, Pentwyn, Cardiff, CF23 7HA.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Transition to FRS 102

The entity transitioned from previous UK GAAP to FRS 102 as at 1 February 2015. Details of how FRS 102 has affected the reported financial position and financial performance is given in note 17.

Disclosure exemptions

- (a) No cash flow statement has been presented for the company.
- (b) Disclosures in respect of financial instruments have not been presented.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustee for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Asylum Justice Limited
Company Limited by Guarantee
Notes to the Financial Statements (continued)
Year ended 31 January 2017

3. Accounting policies (continued)

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

The Company is limited by Guarantee. The members liability is limited to £1 in the event of the Company being wound up.

Asylum Justice Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 January 2017

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Donations			
Grants and Donations	8,943	—	8,943
Grants			
Tudor Trust	—	35,000	35,000
United Reformed Church	—	—	—
Allen Lane Trust	—	—	—
The Trusthouse Charitable Foundation	—	—	—
	<u>8,943</u>	<u>35,000</u>	<u>43,943</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £
Donations			
Grants and Donations	3,457	—	3,457
Grants			
Tudor Trust	—	50,000	50,000
United Reformed Church	—	2,000	2,000
Allen Lane Trust	—	7,500	7,500
The Trusthouse Charitable Foundation	—	9,000	9,000
	<u>3,457</u>	<u>68,500</u>	<u>71,957</u>

6. Other trading activities

	Unrestricted Funds £	Total Funds 2017 £	Unrestricted Funds £	Total Funds 2016 £
Fundraising events	<u>5,508</u>	<u>5,508</u>	<u>—</u>	<u>—</u>

7. Costs of other trading activities

	Unrestricted Funds £	Total Funds 2017 £	Unrestricted Funds £	Total Funds 2016 £
Fundraising event costs	<u>3,527</u>	<u>3,527</u>	<u>—</u>	<u>—</u>

Asylum Justice Limited
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 31 January 2017

8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Tudor Trust	2,251	46,154	48,405
United Reformed Church	–	1,051	1,051
Allen Lane Trust	–	7,500	7,500
Trusthouse Charitable Foundation	–	8,209	8,209
	<u>2,251</u>	<u>62,914</u>	<u>65,165</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £
	389	49,390	49,780
United Reformed Church	–	2,003	2,003
Allen Lane Trust	–	–	–
Trusthouse Charitable Foundation	–	465	464
	<u>389</u>	<u>51,858</u>	<u>52,247</u>

9. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Grant funding of activities £	Total funds 2017 £	Total fund 2016 £
Tudor Trust	2,252	46,153	48,405	49,780
United Reformed Church	1,051	–	1,051	2,003
Allen Lane Trust	7,500	–	7,500	–
Trusthouse Charitable Foundation	8,209	–	8,209	464
	<u>19,012</u>	<u>46,153</u>	<u>65,165</u>	<u>52,247</u>

10. Independent examination fees

	2017 £	2016 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>650</u>	<u>625</u>

11. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2017 £	2016 £
Wages and salaries	38,814	30,608
Social security costs	–	545
Employer contributions to pension plans	273	–
Training Costs	968	1,444
	<u>40,055</u>	<u>32,597</u>

Asylum Justice Limited
Company Limited by Guarantee
Notes to the Financial Statements (continued)
Year ended 31 January 2017

11. Staff costs (continued)

The average head count of employees during the year was 2 (2016: 1). The average number of full-time equivalent employees during the year is analysed as follows:

	2017 No.	2016 No.
Number of staff -	<u>2</u>	<u>1</u>

No employee received employee benefits of more than £60,000 during the year (2016: Nil).

12. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

13. Debtors

	2017 £	2016 £
Prepayments and accrued income	-	617
Other debtors	-	419
	<u>-</u>	<u>1,036</u>

14. Creditors: amounts falling due within one year

	2017 £	2016 £
Accruals and deferred income	1,100	865
Social security and other taxes	528	763
	<u>1,628</u>	<u>1,628</u>

15. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £273 (2016: £Nil).

16. Analysis of charitable funds

Unrestricted funds

	At 1 February 2016 £	Income £	Expenditure £	At 31 January 2017 £
General funds	<u>4,612</u>	<u>14,451</u>	<u>(5,778)</u>	<u>13,285</u>

Asylum Justice Limited
Company Limited by Guarantee
Notes to the Financial Statements (continued)
Year ended 31 January 2017

16. Analysis of charitable funds (continued)

Restricted funds

	At 1 February 20 16	Income £	Expenditure £	At 31 January 2 017 £
Tudor Trust Grant	37,317	35,000	(46,152)	26,165
United Reformed Church	1,930	-	(1,052)	878
Allen Lane Trust	7,500	-	(7,500)	-
Trusthouse Charitable Foundation	8,210	-	(8,210)	-
	<u>54,957</u>	<u>35,000</u>	<u>(62,914)</u>	<u>27,043</u>

17. Transition to FRS 102

These are the first financial statements that comply with FRS 102. The charity transitioned to FRS 102 on 1 February 2015.

No transitional adjustments were required in the retained funds or income or expenditure for the year.

Asylum Justice Limited
Company Limited by Guarantee
Management Information
Year ended 31 January 2017

The following pages do not form part of the financial statements.

Asylum Justice Limited
Company Limited by Guarantee
Detailed Statement of Financial Activities

31 January 2017

	2017 £	2016 £
Income and endowments		
Donations and legacies		
Grants and Donations	8,943	3,457
Tudor Trust	35,000	50,000
United Reformed Church	—	2,000
Allen Lane Trust	—	7,500
The Trusthouse Charitable Foundation	—	9,000
	<u>43,943</u>	<u>71,957</u>
Other trading activities		
Fundraising events	<u>5,508</u>	<u>—</u>
Total income	<u>49,451</u>	<u>71,957</u>
Expenditure		
Costs of other trading activities		
Purchases	<u>3,527</u>	<u>—</u>
Expenditure on charitable activities		
Wages and salaries	38,814	30,608
Recruitment Costs	—	545
Pension Costs	273	—
Training Costs	968	1,444
Rent	6,221	6,074
Rates	444	204
Light and heat	59	79
Volunteer Travel, Training & Subsistence expenses	705	1,030
Insurance	1,011	482
IT Costs	258	509
Office Expenses	—	248
Subscriptions	528	921
Staff travel	111	1,704
Legal and professional fees/Sessional advisors	12,384	4,592
Telephone	1,138	982
Printing Stationery & Advertising	2,251	2,825
	<u>65,165</u>	<u>52,247</u>
Total expenditure	<u>68,692</u>	<u>52,247</u>
Net (expenditure)/income	<u>(19,241)</u>	<u>19,710</u>

Carried forward

Asylum Justice Limited
Company Limited by Guarantee
Notes to the Detailed Statement of Financial Activities
31 January 2017

	2017 £	2016 £
Costs of other trading activities		
Costs of other trading activities - Membership schemes and social lotteries		
Fundraising event costs	<u>3,527</u>	<u>—</u>
	<u> </u>	<u> </u>
Costs of other trading activities	<u><u>3,527</u></u>	<u><u>—</u></u>

Asylum Justice Limited

Company Limited by Guarantee

Notes to the Detailed Statement of Financial Activities *(continued)*

31 January 2017

	2017 £	2016 £
Expenditure on charitable activities		
<i>Activities undertaken directly</i>		
Wages/salaries	1,557	—
Office Expenses	54	24
Refreshments	—	49
Professional fees and legal advisors	641	20
Printing, stationery and advertising	—	297
	<u>2,252</u>	<u>390</u>
<i>Tudor Trust</i>		
Wages & salaries	30,490	30,608
Recruitment Costs	—	545
Staff Pensions	273	—
Staff Training	617	357
Rent	6,221	6,074
Rates	444	204
Office expenses	59	79
Volunteer travel , training & subsistence expenses	705	1,030
Insurance	1,011	482
IT Costs	204	485
Equipment & furniture	—	248
Subscriptions	528	872
Staff travel costs	111	521
Professional fees inc Sessional advisors	2,101	4,572
Telephone	1,138	982
Printing , stationery & advertising	2,251	2,331
	<u>46,153</u>	<u>49,390</u>
United Reformed Church		
Training Costs	351	1,087
Travel Costs	—	719
Legal and professional fees	700	—
Office costs	—	197
	<u>1,051</u>	<u>2,003</u>
Allen Lane Trust		
Sessional Legal Advice and Interpretation Costs	7,500	—
Trusthouse Charitable Foundation		
Legal Advisor salary	6,767	—
Travel costs	—	464
Sessional legal advisor	1,442	—
	<u>8,209</u>	<u>464</u>

Asylum Justice Limited
Company Limited by Guarantee
Notes to the Detailed Statement of Financial Activities *(continued)*
31 January 2017

	2017	2016
	£	£
Expenditure on charitable activities	<u>65,165</u>	<u>52,247</u>