

Gatwick  
Detainees  
Welfare  
Group

2011

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Company Limited by Guarantee Registered in England and Wales No. 4911257

Registered Charity No: 1124328

Patrons: Lord Dholakia & Baroness Williams of Crosby

Annual Report

# Chair's Report

Since I took over the GDWG Chair, six months ago, there has been considerable change among trustees and staff. I'd like to thank John Barrett for his excellent chairing over four years and for his ongoing advice to me; similarly Lynne Norman's help continues to be invaluable on staff matters. We are sorry to lose our dynamic accountant, Angie Padoan, off to Sydney in the summer; sorry too to lose Doreen Johnson, Philippe Rogueda and Iyadh Daoud from the committee. Plenty of work then for new and existing members!

In our new office Sarah is the only one to have joined since last year. There is a continuing need for flexibility as Nic and, in due course, Louise will be tying in work with a new family and Anna will be taking on an increased workload.

Volunteer visitors, of course, provide the core of our work, offering friendship to those often judged harshly by society. This can mean: bringing in much-needed clothes; pleading the cause of the people we visit; finding them helpful information or simply turning up every week and listening.

In the current bleak economic climate, after months of meticulous work by Felicity we have been immensely fortunate to gain substantial Lottery funding, assuring our continuity.

GDWG has increasingly tried to give a voice to those held now or in the past at Brook and Tinsley. We have invited their comments in focus groups and started a newsletter written by detainees. Nic and the team now hold regular surgeries in Brook House, and have encouraged detainees in the centres to act as advocates. We have tried to maximise the numbers reached by visitors, in particular speakers of other languages. For this we are very grateful to detainees who have acted as interpreters.

Volunteers and the office staff have worked with other visiting groups and anyone who will listen, to collate information and challenge practices in the detention system.

My thanks to everyone for all their work, and to the detainees of Brook and Tinsley House for their warmth and good humour to the visitors: who will come in when they are asleep after lunch; who make incomprehensible utterances, supposedly in their language; and who, champions of equality, appear once again this year to be taking a holiday in honour of an aging monarch.

I look forward to this year with GDWG, to your commitment, imagination and compassion.

**Anna Seddon**  
March 2012

# Detainees' Words

## Some words from those detained and those released

'I cannot stress enough how much all your hard work not only makes our lives just that little bit easier, but also the differences your group achieves. It is greatly appreciated and well admired for all the support and help you have given us. Mar sha la (God bless you all).'

'My visitor shared my pain for two years. I can never forget. He bought a card to send my children. I'm the luckiest person. He was like a father to me. We talked about much more than detention. I looked forward to his visit every Tuesday. He's part of me. My better half.'

'When I was there she visited every 10 days for 10 months. I met her family. She was very nice and helped to take my stress away. She wrote my story down for me and up to today she is still my friend.'

'The visit was very helpful. It was my first visit for a long time without a visit and it made me think in a different way. It made me start thinking afresh. In detention you think the same thoughts all the time and having a visit helps you to think of different things.'

'You put me in touch with someone from a different culture so that when I leave BH and walk down the street I see someone who looks like my visitor and right away I see that stranger as a friend. When my visitor sees someone like me on the street, they see him like a friend.'

'L came and told me everything would be okay. She is like my mum.'

'Very helpful, X my friend is the best thing that ever happen to me in ages. X and his group help me with material things, legal assistance, overcoming my depression as well as giving me confidence while I am in detention.'

# Director's Report

2011 was a momentous year in GDWG's history with the group celebrating its 15<sup>th</sup> anniversary with a fantastic event in March hosted in style by Sheila Hancock. It was an honour to welcome so many people who had formerly been detained at Gatwick. Some remain with us in the UK with their cases resolved, while others are still waiting for decisions to be made on their futures. I would like to thank everyone involved in the organisation of our anniversary, from the committee of volunteers and staff who planned the event over many months, to Sheila Hancock and our Patrons Baroness Williams and Lord Dholakia, and those who served food and drinks and cleared up afterwards.

From the evening, what remains with me most is Martin's story: a young Afghan boy held in Tinsley House, visited by our volunteer Jim and then removed back to Greece. His story is a remarkable one, with an almost miraculous conclusion when he was adopted by a German lady, Ruth, who brought him back to the UK for our celebration. I vividly remember visiting him while he was in Tinsley, not long after I had started with GDWG in 2007. He was lonely and frightened and desperately needed help that at the time I could not give him. I remember phone calls with Jim, wondering how we could prevent his flight back to Greece, a decision which was based on him being assessed as an adult rather than the boy he was. Baroness Williams tried to intervene, asking the Minister at the time to defer the flight, but all was in vain. When he left I recall feeling deflated and as though I'd let him down. We don't seem to get too many happy endings in this line of work, but three years later I received an email from Ruth telling me that Martin was with her, and safe. It was a wonderful moment for me. The fact that Martin had never forgotten Jim's kindness and support, and that he wanted to get in touch with him to tell him so, tells us a lot about visiting. While it may not always feel as though we are helping, we often are but in ways that are not always immediately visible.

2011 saw some real changes for GDWG as a group, not least the move of offices to Brighton Road, but also Hannah Jackson leaving us. We miss her enthusiasm and warmth but wish her all the best for the future. Our volunteer numbers remained fairly consistent throughout the year, with around 90 visitors working with us. There were some changes to the Management Committee last year, with some long-serving trustees stepping down throughout the year. I would like to give my particular thanks to John Barrett and Doreen Johnson, both of whom have been hugely supportive of me during my time here.

There are some significant challenges on the horizon, not least the proposed Legal Aid cuts which look like they will impact greatly on detainees, but for the time being I would like to thank everyone connected to GDWG, from staff to volunteers, trustees to funders, for their continued efforts to ensure those held in detention do not become forgotten people.

**Nic Eadie**  
March 2012

# Facts and Figures

In 2011 we were in contact with 983 detainees. 570 were in Brook House and 413 were in Tinsley House.

## Assistance

Below are some of the measurable ways in which GDWG assisted detainees in 2011. Our services remained in high demand throughout the year, with particular increases in the number of detainees we helped with small sums of money when they were about to be removed from the UK, and in assistance to families of detainees who we provided with transport money to visit the centres.

<b>Number of Detainees Requesting</b>	<b>Total 2010</b>	<b>Total 2011</b>
<b>Agency Liaison</b>	107	71
<b>Clothing</b>	370	343
<b>Drop-in</b>	Not recorded previously	456
<b>Legal Liaison/Sign posting</b>	287	127
<b>Phone Cards</b>	805	652
<b>Removal Money</b>	80 (£1664)	117 (£2390)
<b>Section 4 Assistance</b>	Not recorded previously	56
<b>Transport Money</b>	54 (£1947)	88 (£2928)
<b>Visitor</b>	292	203

The figures show that while our volunteers visited less detainees overall, we saw more of our clients face to face via our twice-weekly advice drop-in surgeries at Brook House. We started these in late 2010. These surgeries have allowed staff to visit those who were either there for very short periods of time or who did not necessarily want a weekly visitor but rather some ad hoc assistance.

Changes in the way legal advice is provided in all IRCs has meant that we are no longer able to make as many referrals to lawyers as previously. Legal advice is now provided through an exclusive contracting

system in which only three firms are permitted to offer Legal Aid advice and representation in each centre. One area in which we have been able to help though has been in referring detainees to public law solicitors to make Judicial Reviews on the basis of unlawful detention, which falls outside of the scope of the exclusive contracts. We were also able to refer a number of clients to the College of Law to do pro bono bail applications.

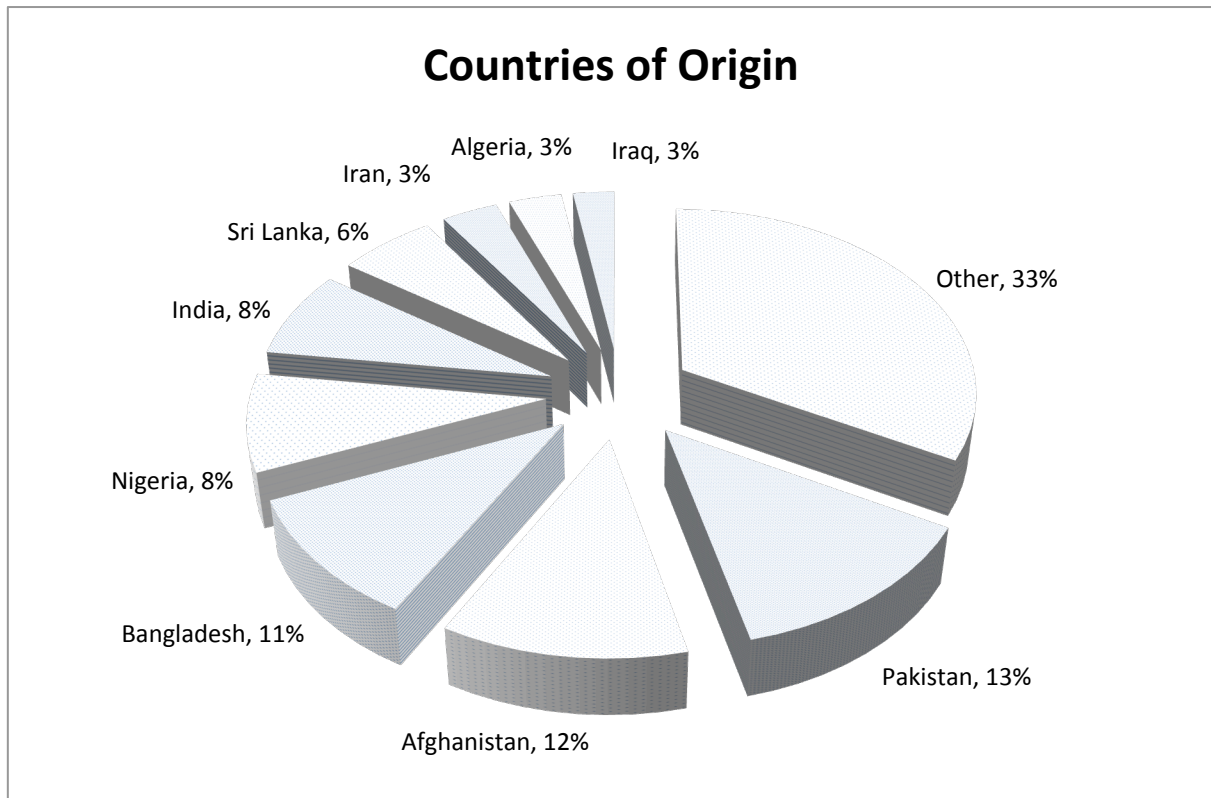
## Length of Detention — a Snapshot

Below is a 'snapshot' taken on the 31<sup>st</sup> December 2011 of the length of time the detainees we were in touch with had spent in detention. What the figures show is that Brook House has a much higher number of longer-term detainees than Tinsley House. Of the 185 people we were in touch with on the 31<sup>st</sup> December 2011 48 had been detained for more than six months (26%) and 29 had been detained for over one year (16%). The longest serving detainee we are aware of is a Palestinian man who has been detained for over four years.

Period of Detention	Number of Detainees		
	BH	TH	Total
0-30 days	17	25	42
1-3 months	43	14	57
3-6 months	34	4	38
6-12 months	17	2	19
Over 12 months	28	1	29

## Countries of Origin

In 2011 we assisted detainees from 75 different countries. More Pakistanis contacted us than any other nationality, followed by Afghans and Bangladeshis. We saw a considerable number of Algerians, Zimbabweans, Eritreans, Somalis, Iranians and Iraqis, despite there being well-documented obstacles to removal to nationals of these countries. Many of these detainees were held for long periods.



## Visiting — a Snapshot

Below is a ‘snapshot’ of the people we were visiting on 31<sup>st</sup> December, 2011. We were visiting a total of 50 detainees on that date, 18 of them for more than 3 months, including 2 who we had been visiting for more than a year.

Fifty volunteers were actively visiting on that date and another 38 were temporarily inactive meaning we had a total volunteer force of 88 people. We still find it remarkable how committed our visitors are, and how long many of them continue to do this difficult work. Of our volunteers 30 have been visiting with GDWG for over 5 years and another 19 for between 2 and 5 years.

Period of Visiting	Number Detainees as at 31 Dec 2011
0-30 days	18
1-3 months	14
3-6 months	10
6-12 months	6
Over 12 months	2

## Work with other organisations

GDWG works with many other organisations within the detention field. Our involvement with the Detention Forum continued in 2011, with our Director sitting on the Coordination Group. This work has allowed us to lobby Parliamentarians on the various detention issues that we feel require greater Parliamentary scrutiny. Included in this has been a series of meetings with MPs and Lords, as well as regular NGO meetings to discuss our strategy. This work looks set to intensify over the next few years, and GDWG are committed to being part of that.

During 2011 we submitted evidence to the Equality and Human Rights Commission, helping to push the issue of detention into one of their ten areas where public authorities can improve human rights protections in their Human Rights Review. We also submitted written evidence to the UN High Commissioner for Human Rights as part of their Universal Periodic Review, which will be focusing on the UK later in 2012, and attended a UN conference on alternatives to detention in Brussels.

On the domestic level, we continued to work closely with all of the other visitors' groups, referring clients when they were transferred around the detention estate, as well as doing joint work on operational issues, mainly under the auspices of the Asylum Rights Campaign or alongside the Association of Visitors to Immigration Detainees. We also had a series of meetings with Barnardos, investigating the possibility of expanding our visiting to cover the new family pre-departure accommodation which opened in Pease Pottage during the year. We have reached an agreement to visit anyone in Cedars who would like to be visited by at GDWG volunteer, and our fliers and posters are on display throughout the facility. Another area where we continue to work with other NGOs is around the legal advice provision to detainees under the Detention Duty Advice scheme which operates in all IRCs. Many groups, including GDWG, have concerns that the exclusive contracts awarded to a limited number of law firms to provide this advice are not providing detainees with the quality of service that they require, and that the scheme is supposed to provide. GDWG are collating evidence around this, and met with the Legal Services Commission to present our concerns.

Locally, we went out to speak to a number of schools and colleges in 2011 about our work, as well as to Church groups, the Mother's Union, a Quakers' conference and various other meetings with different groups. We believe that speaking about our experiences of visiting people in detention is important to try and break down many of the negative sentiments which often seem to be aimed at this most marginalised of groups. Labelling someone as a detainee can disguise the fact that what we are actually talking about are human beings, and we find that when we go out and talk to people about what happens to these human beings in detention it usually leads to a much more sympathetic and understanding response.



# Treasurer's Report

The charity received actual grant funding in 2011 in an amount of £107,748. The release of deferred grant income of £59,927 in 2011 brought the total grant income to £167,675 as reported in the Statement of Financial Activities. £25,000 continues to be held as deferred grant income as stated in note 8 to the accounts.

We have successfully obtained funding from the Big Lottery in 2011 to the tune of £390,000 which will go towards meeting a range of our essential charitable and running costs over the next four years and we are most grateful for their support.

Total costs in 2011 remained fairly consistent with that of 2010.

The Board of Trustees are confident that with the continued invaluable support of our funders, volunteers and staff that the charity will go from strength to strength into the future.

**Angie Padoan**  
March 2012

# Support

GDWG is grateful for the support of:

**Our funders:**

AW60 Charitable Trust  
 29<sup>th</sup> May 1961 Charitable Trust  
 Crawley Borough Council  
 Diana Princess of Wales Memorial Fund  
 Esmee Fairbairn Foundation  
 Helen Tetlow Memorial Fund  
 The Hillcote Trust  
 J Paul Getty Jnr Charitable Trust  
 Jill Franklin Trust  
 Lankelly Chase Foundation  
 Lloyds TSB Foundation for England and Wales  
 The Longley Trust  
 Mercury FM Fund  
 Norda Trust  
 The Souter Charitable Trust  
 The St Christopher's Trust  
 Sussex Community Foundation  
 The AB Charitable Trust  
 The Bromley Trust  
 The Joseph Rank Trust  
 The Rowan Charitable Trust  
 The Tudor Trust  
 Volunteering England  
 Wates Foundation

**Our patrons:**

Baroness Williams of Crosby  
 The Rt. Hon. the Lord Dholakia PC, OBE, DL

Our friends and colleagues, in particular those at the following firms and organisations:

ABL solicitors  
 Association of Visitors to Immigration Detainees  
 Asylum Aid

Asylum Welcome  
 Bail for Immigration Detainees  
 Bhatt Murphy Solicitors  
 College of Law  
 Detention Action  
 Detention Forum  
 Dover Detainee Visitors' Group  
 Haslar Visitors' Group  
 Immigration Law Practitioners Association  
 Lawrence Lupin solicitors  
 Medical Justice  
 National Coalition of Anti-Deportation Campaigns  
 Pierce Glynn solicitors  
 Project London  
 Red Cross International Tracing and Messaging Service  
 Refugee Council  
 Wilson and Co solicitors  
 UK Lesbian and Gay Immigration Group  
 Yarl's Wood Befrienders  
 Zimbabwe Association

Crawley Community and Voluntary Service  
 Henry Smith MP  
 Her Majesty's Inspector of Prisons

To the G4S and UKBA staff and management at Brook House and Tinsley House IRCs for their assistance and cooperation, particularly in facilitating our welfare surgeries.

To all those churches, individuals and organisations who have donated money, clothing and other items to us.

And finally to all of our amazing volunteers, whose dedication and compassion continue to inspire us.

And many others who have helped us in the past

**GATWICK DETAINEES WELFARE GROUP**

A Company Limited by Guarantee

Registered Charity number 1124328

Registered Company number 4911257

Registered in England & Wales

Trustees report and accounts  
for the year ended

31 December 2011

## **GATWICK DETAINEES WELFARE GROUP**

### **Legal and administrative information**

Trustees	Mr John Barrett Mrs Anna Seddon Mrs Felicity Dick MBE Mr Robert Dare Mrs Doreen Johnson Dr Iyadh Daoud Miss Angelina Padoan Mr Philippe Rogueda Mrs Lynne Norman Dr Gemma Stockford Mrs Elaine Mitchell	Resigned on 17 August 2011  Resigned on 26 October 2011  Resigned on 5 December 2011  Appointed on 26 October 2011 Appointed on 26 October 2011
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Charity number 1124328

Company number 4911257

Registered Address  
The Orchard  
1 -2 Gleneagles Court  
Brighton Road  
Crawley  
West Sussex  
RH10 6AD

Independent Examiner  
Darren Harding FCCA  
Richard Place Dobson  
1 - 7 Station Road  
Crawley  
West Sussex  
RH10 1HT

Solicitor  
Pothcary Witham Weld  
70 St George's Square  
London  
SW1V 3RD

Banker  
CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

# **GATWICK DETAINEES WELFARE GROUP**

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# **GATWICK DETAINEES WELFARE GROUP**

## **DIRECTORS' REPORT FOR THE YEAR ENDED 31 DECEMBER 2011**

The trustees present their report and accounts for the year ended 31 December 2011. The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and to comply with the charitable company's Memorandum and Articles of Association, the Companies Act 2006 and the Statement of Recommended Practice "Accounting and Reporting by Charities", issued in March 2005.

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

Gatwick Detainees Welfare Group is a company limited by guarantee, registered company number 4911257, and is also a charity, registered number 1124328.

Its governing document is its Memorandum and Articles of Association and its registered address is The Orchard, 1 - 2 Gleneagles Court, Brighton Road, Crawley, West Sussex, RH10 6AD.

The former unincorporated charity of the same name; registered charity number 1053730; had its assets and liabilities transferred into the newly registered charity number 1124328, and registered company number 4911257, of the same name, on 1 April 2009. The unincorporated charity was removed from the Charity Commission register on 28 January 2011.

The trustees, who are also directors who held office during the year ended 31 December 2011 were:

Mr John Barrett (Outgoing chair) - Resigned on 17 August 2011

Mrs Anna Seddon (Chair)

Mrs Felicity Dick MBE

Mr Robert Dare

Mrs Doreen Johnson - Resigned on 26 October 2011

Dr Iyadh Daoud

Miss Angelina Padoan

Mr Philippe Rogueda - Resigned on 5 December 2011

Mrs Lynne Norman

Dr Gemma Stockford - Appointed on 26 October 2011

Mrs Elaine Mitchell - Appointed on 26 October 2011

The trustees are appointed by the members at the AGM and they meet approximately every six weeks. The governing document allows for a member of the committee to be appointed to fill a casual vacancy. This appointment must be ratified by the members at the AGM. The maximum number of members of the executive committee is 12.

### **Risk management**

The trustees have identified the major risks to which the charity may be exposed and have put systems in place to mitigate those risks. A review of risks is undertaken at defined periods and at least annually by the board of trustees, and actions are identified and implemented where necessary to ensure that the charity is not exposed to major strategic risks.

### **Public benefit**

The trustees have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives in planning its future activities. In particular, they have considered how planned activities will contribute to the aims and objectives they have set.

# **GATWICK DETAINEES WELFARE GROUP**

## **DIRECTORS' REPORT FOR THE YEAR ENDED 31 DECEMBER 2011**

### **Objectives and activities**

The object of the charity is the charitable relief of immigrants and refugees who are suffering hardship, distress or who are in need, with particular reference to those who are imprisoned or detained by the UK Border Agency of the United Kingdom, whether in holding centres, prisons or police stations.

The charity has four paid employees, otherwise it is entirely staffed by volunteers. The volunteers visit detainees at Tinsley House and Brook House Immigration Removal Centres, Gatwick.

### **Achievements and performance**

The achievements and performance of the charity are set out in the Annual Report.

### **Financial review**

Net incoming resources for the year totalled £23,349 (2010 - net outgoing resources £26,849 [as restated]), as shown on the Statement of Financial Activities. All the assets of the charity are used to carry out its objectives.

### **Reserves Policy**

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to between six and twelve months expenditure. The unrestricted reserves are currently low and the trustees are actively seeking grant funding to increase the reserves level in order to secure the running costs of the charity over the foreseeable future.

### **Statement of directors' responsibilities**

The Directors are responsible for preparing the Directors' Report and the Accounts in accordance with applicable law and the United Kingdom's Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors to prepare the accounts for each financial year end which gives a true and fair view of the state of affairs of the Charitable Company and of the incoming resources and application of resources, including the income and expenditure of the Charitable Company for that year.

In preparing these accounts the Directors are required to:

- select suitable accounting policies and apply them consistently;
- observes the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on a going concern basis unless it is inappropriate to assume that the Charitable Company will continue in operation.

The Directors are responsible for keeping proper records that disclose with reasonable accuracy at any time, the financial position of the Charitable Company and to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charitable Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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Anna Seddon, Director  
On behalf of the Board

## **GATWICK DETAINEES WELFARE GROUP**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

I report on the accounts of the company for the year ended 31 December 2011, which are set out on pages 4 to 9.

#### **Respective responsibilities of directors and examiner**

The directors, who also act as trustees for the charitable activities of Gatwick Detainees Welfare Group, are also responsible for the preparation of the accounts. The directors consider that an audit is not required for this year under section 144(2) of the Charities Act 2011, and that an Independent Examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) 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
- (iii) to state whether particular matters have come to my attention.

#### **Basis of Independent Examiners' Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

#### **Independent Examiners' Statement**

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

- (a) which gives me reasonable cause to believe that in any material respects the requirements:
  - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - (ii) 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 & Reporting by Charities; have not been met.
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

D Harding FCCA DChA

Date:

Richard Place Dobson  
Chartered Accountants  
1 - 7 Station Road  
Crawley  
West Sussex  
RH10 1HT



**GATWICK DETAINEES WELFARE GROUP**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2011**

**Incoming resources**

	Notes	Unrestricted Funds 2011 £	Restricted Funds 2011 £	Total Funds 2011 £	Total Funds 2010 As restated £
<b>Incoming resources from generated funds:</b>					
Grants received	2	22,300	145,375	167,675	118,534
Donations received		7,914	-	7,914	6,367
Interest received		226	-	226	230
<b>Total incoming resources</b>		<b>30,440</b>	<b>145,375</b>	<b>175,815</b>	<b>125,131</b>

**Charitable activities**

**Resources expended**

**Direct charitable expenditure**

Detainees welfare costs		5,852	-	5,852	4,359
Phone cards for detainees		5,600	-	5,600	8,470
Volunteer visiting expenses		5,697	3,196	8,892	10,116
		<b>17,149</b>	<b>3,196</b>	<b>20,344</b>	<b>22,945</b>

**Premises and office support costs**

Computer expenses		1,830	-	1,830	2,080
Loss on disposal/scrapped assets		1,368	-	1,368	-
Insurance		1,551	-	1,551	1,485
Pension contributions		-	5,225	5,225	5,379
Printing, postage & stationery		1,841	895	2,736	2,309
Rent		8,074	-	8,074	9,600
Staff expenses		2,772	289	3,061	2,427
Subscriptions		429	-	429	300
Sundry expenses		1,940	700	2,640	3,583
Telephone		2,777	600	3,377	3,899
Training costs		814	610	1,424	1,649
		<b>23,396</b>	<b>8,319</b>	<b>31,716</b>	<b>32,711</b>

**Staff costs**

Salary costs		-	<b>98,709</b>	<b>98,709</b>	<b>94,861</b>
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**Depreciation**

Furniture & equipment		<b>363</b>	-	<b>363</b>	<b>395</b>
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**Governance costs**

Richard Place Dobson:					
Independent examiner's fees		840	-	840	978
Other advisory services		420	-	420	-
Bank charges		74	-	74	90
		<b>1,334</b>	-	<b>1,334</b>	<b>1,068</b>

**Total resources expended**

	3	<b>42,242</b>	<b>110,224</b>	<b>152,466</b>	<b>151,980</b>
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**Net incoming/(outgoing) resources**

		<b>(11,802)</b>	<b>35,151</b>	<b>23,349</b>	<b>(26,849)</b>
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**Fund balances at 31 December 2010:**

As originally reported		<b>30,079</b>	<b>24,536</b>	<b>54,615</b>	<b>89,803</b>
Prior year adjustment		<b>8,339</b>	-	<b>8,339</b>	-

**As restated**

	12	<b>38,418</b>	<b>24,536</b>	<b>62,954</b>	<b>89,803</b>
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**Fund balances at 31 December 2011**

		<b>26,616</b>	<b>59,687</b>	<b>86,303</b>	<b>62,954</b>
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The Statement of Financial Activities also complies with the requirements for an Income and Expenditure Account under the Companies Act 2006.

**GATWICK DETAINEES WELFARE GROUP**

**BALANCE SHEET AS AT 31 DECEMBER 2011**

	Notes	2011	2011	2010	2010
		£	£	£	£
<b>Fixed assets</b>				<b>As restated</b>	<b>As restated</b>
Tangible assets	6		2,060		2,242
<b>Current assets</b>					
Debtors	7	3,263		372	
Cash at bank and in hand		106,821		145,067	
		<u>110,084</u>		<u>145,439</u>	
<b>Current liabilities</b>					
Creditors: amounts falling due within one year	8	<u>(25,840)</u>		<u>(84,727)</u>	
<b>Net current assets</b>			84,244		60,712
<b>Total assets less current liabilities</b>			<u><b>86,303</b></u>		<u><b>62,954</b></u>
<b>Funds</b>					
Unrestricted funds			26,616		38,418
Restricted funds	9		59,687		24,536
<b>Total funds</b>			<u><b>86,303</b></u>		<u><b>62,954</b></u>

The company is entitled to exemption from the audit requirement in section 477 of the Companies Act 2006 for the year ended 31 December 2011. No member has deposited a notice pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing the accounts which give a true and fair view of the state of affairs of the company at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure for the financial year in accordance with the requirements of section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts so far as applicable to the company.

These accounts have been delivered in accordance with the provisions applicable to companies subject to the small companies regime.

These accounts were approved by the Board on \_\_\_\_\_

\_\_\_\_\_  
Anna Seddon, Director

\_\_\_\_\_  
Felicity Dick, MBE, Director

**Company registration number: 4911257**

# **GATWICK DETAINEES WELFARE GROUP**

## **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2011**

### **1. Accounting Policies**

#### **Basis of preparation**

1.1 The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with the applicable accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

#### **1.2 Incoming resources**

Income is recognised as incoming resources when the charity becomes legally entitled to the income and the amount can be quantified with reasonable accuracy.

Grant income is deferred in accordance with the terms of the funders at the time of receipt.

#### **1.3 Outgoing resources**

Resources expended are accounted for on an accruals basis.

#### **1.4 Charitable status and taxation**

As a registered charity the company benefits from rate relief and is generally exempt from income tax and corporation tax. The charity is not registered for value added tax.

#### **1.5 Depreciation**

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment - 15% reducing balance

#### **1.6 Funds**

Unrestricted funds represent the funds of the charity that are not subject to any restrictions regarding their use and are available for application on the general purposes of the charity.

Restricted funds are funds subject to specific conditions imposed by donors and grant givers.

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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2011 (continued)**

**2. Grant income**

	<b>2011 Unrestricted</b>	<b>2011 Restricted</b>	<b>2011 Total</b>	<b>2010 Total As restated</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
AW60 Charitable Trust	-	700	700	-
29th May 1961 Charitable Trust	-	-	-	5,000
Crawley Borough Council	-	500	500	500
Diana Princess of Wales Memorial Fund	-	18,238	18,238	10,604
Esmee Fairbairn Foundation	-	35,981	35,981	9,293
Helen Tetlow Memorial Fund	-	-	-	500
Hillcote Trust	600	-	600.00	-
J Paul Getty Jnr Charitable Trust	-	20,000	20,000	15,000
Jill Franklin Fund	-	-	-	500
Lankelly Chase Foundation	-	-	-	10,000
Lloyds TSB Foundation for England and Wales	-	9,781	9,781	1,956
Longley Trust	1,000	-	1,000	1,000
Mercury FM Fund	-	-	-	375
Norda Trust	-	-	-	-
Souter Charitable Trust	-	-	-	5,000
St Christopher's Trust	700	-	700	700
Sussex Community Foundation	-	2,000	2,000	2,000
The A B Charitable Trust	5,000	-	5,000	5,000
The Bromley Trust	10,000	-	10,000	10,000
The Joseph Rank Trust	-	5,000	5,000	-
The Rowan Charitable Trust	5,000	-	5,000	4,000
The Tudor Trust	-	-	-	-
Volunteering England	-	34,425	34,425	33,356
Wates Foundation	-	18,750	18,750	3,750
	<u>22,300</u>	<u>145,375</u>	<u>167,675</u>	<u>118,534</u>

**3. Total resources expended**

	<b>Staff costs</b>	<b>Depreciation</b>	<b>Other costs</b>	<b>Total 2011</b>	<b>Total 2010</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Charitable activities</b>					
Direct charitable expenditure	98,709	-	20,344	119,053	117,806
Premises and office support costs	-	363	31,716	32,079	33,106
	<u>98,709</u>	<u>363</u>	<u>52,060</u>	<u>151,132</u>	<u>150,912</u>
Governance costs	-	-	1,334	1,334	1,068
	<u>98,709</u>	<u>363</u>	<u>53,394</u>	<u>152,466</u>	<u>151,980</u>

Governance costs include payments to the independent examiner of £840 (2010 - £978) for the independent examination and £540 for other advisory services.

4. None of the trustees (or any persons connected with them) received any remuneration during the year.

**5. Employees**

Number of employees	<b>2011</b>	<b>2010</b>
The average number of employees during the year was:	<u>4</u>	<u>4</u>
Employment costs	<b>2011</b>	<b>2010</b>
Wages and salaries	<b>£</b>	<b>£</b>
Social security costs	90,023	86,692
	8,686	8,169
	<u>98,709</u>	<u>94,861</u>

There are no employees whose annual remuneration was £60,000 or more.

**GATWICK DETAINEES WELFARE GROUP**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2011 (continued)**

**6. Tangible fixed assets**

	<b>Fixtures, fittings and equipment £</b>
<b>Cost</b>	
At 1 January 2011	7,802
Additions	1,550
Disposals	(5,660)
At 31 December 2011	<u>3,692</u>
<b>Depreciation</b>	
At 1 January 2011	5,560
Disposals	(4,291)
Charge for the year	363
At 31 December 2011	<u>1,632</u>
<b>Net book value 31 December 2011</b>	<u>2,060</u>
<b>Net book value 31 December 2010</b>	<u>2,242</u>

	<b>2011 £</b>	<b>2010 £</b>
<b>7. Debtors</b>		
Prepayments	<u>3,263</u>	<u>372</u>

	<b>2011 £</b>	<b>2010 As restated £</b>
<b>8. Creditors: amounts falling due within one year</b>		
Accruals	840	2,150
Deferred grant income (All restricted):		
Crawley Borough Council	-	500
Diana Princess of Wales Memorial Fund	-	3,535
Esmee Fairbairn Foundation	-	13,010
J Paul Getty Jnr Charitable Trust	25,000	45,000
Sussex Community Foundation	-	2,000
The Joseph Rank Trust	-	5,000
The Lloyds TSB Foundation for England and Wales	-	9,782
Volunteering England	-	-
Wates Foundation	-	3,750
	<u>25,840</u>	<u>84,727</u>

**GATWICK DETAINEES WELFARE GROUP**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2011 (continued)**

**9. Restricted Funds**

	<b>Balance at 01.01.2011</b>	<b>Movement in funds</b>			<b>Balance at 31.12.2011</b>
	<b>£</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Transfers £</b>	<b>£</b>
AW60 Charitable Trust	-	700	700	-	-
Crawley Borough Council	-	500	449	-	51
Diana Princess of Wales Memorial Fund	-	18,238	8,259	-	9,979
Esmee Fairbairn Foundation	7,970	35,981	21,209	-	22,742
Helen Tetlow Memorial Fund	329	-	329	-	-
J Paul Getty Jnr Charitable Trust	1,424	20,000	15,189	-	6,235
Lloyds TSB Foundation for England and Wales	4,522	9,781	10,171	-	4,132
Sussex Community Foundation	1,661	2,000	327	-	3,334
The Joseph Rank Trust	2,345	5,000	2,115	-	5,230
The Tudor Trust	3,749	-	3,749	-	-
Volunteering England	-	34,425	32,499	-	1,926
Wates Foundation	2,536	18,750	15,228	-	6,058
	<u>24,536</u>	<u>145,375</u>	<u>110,224</u>	<u>-</u>	<u>59,687</u>

The income funds of the charity include restricted funds comprising the following unexpended balances of grants and donations held on trust for specific purposes:

AW60 Charitable Trust provided a grant to support the costs of the 15th anniversary event.

Crawley Borough Council provided a grant towards volunteer expenses.

Diana Princess of Wales Memorial Fund provided grant income to support unaccompanied asylum seeking children, young detainees and parents with children at Gatwick Airport, through support and advocacy.

Esmee Fairbairn Foundation provided grant income towards salary costs of one of the detainee support workers.

Helen Tetlow Memorial Fund provided a grant towards a free phone line for detainees.

J Paul Getty Jnr Charitable Trust provided grant income to support the salary costs of the operations director over the next three years.

Lloyds TSB Foundation for England and Wales provided grant income towards the salary costs of the detainee and support worker.

Sussex Community Foundation provided grant income towards training, telephone, printing and stationery costs.

The Joseph Rank Trust provided grant income towards salary costs.

The Tudor Trust provided grant income towards the salary of the operations director's post.

Volunteering England provided grant income towards salary costs and costs relating to Brook House Immigration Removal Centre.

Wates Foundation provided grant income towards the operations directors salary costs.

**10. Analysis of net assets between funds**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2011 £</b>
Fund balances at 31 December 2011 are represented by:			
Tangible fixed assets	2,060	-	2,060
Current assets	50,397	59,687	110,084
Creditors: amounts falling due within one year	(25,840)	-	(25,840)
	<u>26,616</u>	<u>59,687</u>	<u>86,303</u>

**11. Commitments under operating leases**

At 31 December 2011 the charity had annual commitments under non-cancellable operating leases as follows:

	<b>2011 £</b>	<b>2010 £</b>
Expiry date:		
Between two and five years	<u>19,181</u>	<u>-</u>

**12. Prior year adjustment**

A prior year adjustment has become necessary because the last grant receipt of the year from Opportunities for Volunteering which was treated as deferred income should have been actual income for 2010. The salaries costs which should have been allocated against this grant have subsequently been transferred from general reserves to set off against the grant income from Opportunities for Volunteering. There is no effect on the restricted fund level in 2010 as a result of this adjustment but 2010's general reserves increase as a result.