

**REGISTERED COMPANY NUMBER: 04694225 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1099400**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 DECEMBER 2015  
FOR  
INTERNATIONAL CARE NETWORK**

Paget Reid York  
Chartered Certified Accountants  
96 - 98 Castle Lane West  
Bournemouth  
Dorset  
BH9 3JU

**INTERNATIONAL CARE NETWORK**  
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**FOR THE YEAR ENDED 31 DECEMBER 2015**

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## **INTERNATIONAL CARE NETWORK**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2015**

The Trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report, incorporating the directors' report, with the financial statements for the charity for the year ended 31 December 2015.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006 and with the Charities SORP (FRSSE) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities'.

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

ICN is based in the Bournemouth area and is a charity which provides a warm welcome for members of the refugee and migrant communities. We help them to overcome obstacles in settling in the UK by giving them advice and support on immigration, employment and in finding accommodation. In addition, we offer English classes for those who are not able to access mainstream education. A particular focus has been supporting women and children through home visits and homework clubs.

Our vision is "that each asylum seeker and refugee in our sphere of influence, including trafficking survivors, will receive our compassionate welcome and informed help in rebuilding their lives out of their suffering - being safeguarded, empowered and finding community."

##### **Public benefit**

The Charity's Trustees have referred to the guidance in the charity commission general guidance of public benefit when reviewing the charity's objectives and in planning its future activities. In particular we have considered how planned activities will contribute to the objectives set. In the trustees' opinion the charitable company's work with refugees in delivering practical solutions in giving support and advice as well as teaching English (ESOL) meet the Public Benefit test.

## INTERNATIONAL CARE NETWORK

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2015

#### ACHIEVEMENT AND PERFORMANCE

##### Charitable activities

We seek to help in three main ways:

##### WELLBEING AND SAFETY

We enhance the wellbeing and safety of refugees through support services and befriending/community activities. The refugee community in our area numbers several thousand, many continue to need our help in settling here and in particular we have helped a number of families fleeing the war in Syria.

##### ADVICE AND GUIDANCE

We help our clients find direction through advice and guidance, especially related to housing, employment, mainstream services and asylum/immigration law. Currently we have five advice staff, three with legal OISC immigration advice training, who see an average of thirty clients at our offices weekly.

##### EDUCATION AND TRAINING

We empower our clients by helping develop English language skills, and also education and employment opportunities. We helped over 200 learners in 2015 and currently there are approximately 80 students in our classes.

#### Context of Charity

##### A. Immigration Advice

There are now no solicitors in the Bournemouth area who provide specialist immigration advice for refugees, asylum seekers and other migrants. ICN can offer advice and support up to OISC level 3. Initially clients come to a twice weekly free 'drop in' service where they are triaged and given advice. If they then wish us to represent them in making application to the Home Office, we book them in for a full consultation at a mutually convenient time. There is a fee for this service.

##### B. Teaching English (ESOL)

We run English for Speakers of Other Languages (ESOL) courses at our centre in Bournemouth. These classes are for those who cannot easily access or engage with regular adult education provision.

##### C. Women and families work

Many of the women we work with are isolated, having moved from large and close extended families to our sometimes individualistic western culture. We provide one to one outreach home visits for them and their families, to help them break out of the cycle of isolation and alienation. We do this through 'women only' English lessons with a crèche at two local community centres as well as homework clubs for school age children.

##### D. Adult Refugee Work

This now focuses around a twice weekly drop in service at our offices. We support clients in finding employment and accommodation, or in accessing social welfare benefits where appropriate.

##### E. Unaccompanied Asylum Seeker Children (UASC) Work

ICN is a service provider for Local Authority children and young people departments. We specialise in providing accommodation and care for 16 to 18 year old Unaccompanied Asylum Seeker Children. At the end of 2015 we were providing for 2 UASC.

##### F. Volunteers

ICN welcomes volunteers from the local community in giving support. We have an initial induction training programme and adhere to clear safeguarding policies.

## INTERNATIONAL CARE NETWORK

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2015

#### FINANCIAL REVIEW

##### Investment policy and objectives

Surplus funds that may arise shall be invested in an interest bearing deposit account with immediate access. Such surplus funds are generally temporary.

##### Reserves policy

The Trustees monitor restricted and unrestricted reserves quarterly. Their continuing policy is to aim to retain sufficient funds to meet ongoing requirements, based on present and projected incomes and expenditures.

At the balance sheet date the level of such free reserves (those not held up in restricted, designated reserves or fixed assets) available to the charity stood at £29,495 (2014: £51,237).

#### FUTURE PLANS

The focus is to develop those areas of our support which our local refugees need:

- a) Immigration advice and support in making applications to the Home Office
- b) Employment and accommodation advice and help in accessing social welfare:
- c) Teaching English especially to those who are not able to access mainstream services:
- d) Women and Families work especially the development of homework clubs
- e) Working with local interest and refugee support groups to celebrate the achievements of refugees, challenge hostility to them and encourage and support the government's Syrian resettlement scheme locally.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing document

International Care Network (ICN) is a charitable company limited by guarantee, incorporated on 12th March 2003 and registered as a charity on 12th September 2003. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

##### Recruitment and appointment of Trustee Board

The Directors of the company are also charity Trustees for the purposes of charity law and under the company's articles. Under the requirements of the Memorandum and Articles of Association the members of the Trustee Board are not elected. ICN gives advice and support to asylum seekers, refugees and other migrants, both adults and children, from many countries. The Trustee Board seeks to ensure that the needs of this group are appropriately reflected through the diversity of the Trustee body. The Trustee Board represents members with experience in cross-cultural social outreach, financial management and charity governance, as well as members from an ethnic minority or refugee background

##### Organisational structure

ICN currently has a Trustee Board which meets 5 times a year and is responsible for the strategic direction and policy of the charity. At present the board has five members from a variety of professional backgrounds relevant to the work of the charity. The CEO also attends all Trustee Board Meetings but has no voting rights.

The day to day responsibility for the provision of services is delegated to the CEO. He is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met.

##### Induction and training of new trustees

Trustees are familiar with the practical work of the charity. New Trustees are encouraged to familiarise themselves with the cross-cultural context in which the charity operates. They are also encouraged to attend any training courses that they feel would benefit them in their role.

##### Related parties

ICN's cares for Unaccompanied Asylum Seeker Children (UASC) under Local Authority contracts governed by Childrens Act legislation.

**INTERNATIONAL CARE NETWORK**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

04694225 (England and Wales)

**Registered Charity number**

1099400

**Registered office**

200 Holdenhurst Road  
Bournemouth  
Dorset  
BH8 8AS

**Trustees**

A Oxborrow - resigned 16.9.15

A Cartwright

J Davies

E M Page

C Udezue

B Kawai - appointed 3.3.16

The directors of the charitable company are its trustees for the purposes of charity law. The trustees who have served during the year and since the year end are shown.

**Company Secretary**

I Buchanan

**Independent examiner**

James Robert Paget FCCA  
for and on behalf of  
Paget Reid York  
Chartered Certified Accountants  
96 - 98 Castle Lane West  
Bournemouth  
Dorset  
BH9 3JU

**Solicitors**

Steele Raymond, 67 Southbourne Grove, Bournemouth, BH6 3RN

**Bankers**

HSBC, 897 Wimborne Road, Moordown Bournemouth, BH9 2BL.

**Senior Management**

I Buchanan - Chief Executive Officer (CEO)

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 14 July 2016 and signed on its behalf by:

J Davies - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
INTERNATIONAL CARE NETWORK**

I report on the accounts for the year ended 31 December 2015 set out on pages six to eighteen.

**Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

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 the 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 statements below.

**Independent examiner's statement**

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015)

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.

James Robert Paget FCCA  
for and on behalf of  
Paget Reid York  
Chartered Certified Accountants  
96 - 98 Castle Lane West  
Bournemouth  
Dorset  
BH9 3JU

Date: .....

**INTERNATIONAL CARE NETWORK**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 DECEMBER 2015**

	Notes	Unrestricted funds £	Restricted funds £	31.12.15 Total funds £	31.12.14 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	25,344	38,220	63,564	53,879
<b>Charitable activities</b>	4				
Refugee & asylum seeker services		121,231	-	121,231	106,846
Investment income	3	174	-	174	292
<b>Total</b>		<u>146,749</u>	<u>38,220</u>	<u>184,969</u>	<u>161,017</u>
 <b>EXPENDITURE ON</b>					
Raising funds	5	175	2,397	2,572	5,051
<b>Charitable activities</b>	6				
Refugee & asylum seeker services		169,498	47,629	217,127	229,487
<b>Total</b>		<u>169,673</u>	<u>50,026</u>	<u>219,699</u>	<u>234,538</u>
<b>NET INCOME/(EXPENDITURE)</b>		<u>(22,924)</u>	<u>(11,806)</u>	<u>(34,730)</u>	<u>(73,521)</u>
 <b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		57,640	21,210	78,850	152,371
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>34,716</u></u>	<u><u>9,404</u></u>	<u><u>44,120</u></u>	<u><u>78,850</u></u>

The notes form part of these financial statements



**INTERNATIONAL CARE NETWORK**

**BALANCE SHEET  
AT 31 DECEMBER 2015**

		Unrestricted funds £	Restricted funds £	31.12.15 Total funds £	31.12.14 Total funds £
	Notes				
<b>FIXED ASSETS</b>					
Tangible assets	12	5,221	-	5,221	6,403
<b>CURRENT ASSETS</b>					
Debtors	13	6,004	199	6,203	13,482
Cash at bank and in hand	14	26,883	9,205	36,088	63,019
		<u>32,887</u>	<u>9,404</u>	<u>42,291</u>	<u>76,501</u>
<b>CREDITORS</b>					
Amounts falling due within one year	15	(3,392)	-	(3,392)	(4,054)
		<u>29,495</u>	<u>9,404</u>	<u>38,899</u>	<u>72,447</u>
<b>NET CURRENT ASSETS</b>					
		<u>34,716</u>	<u>9,404</u>	<u>44,120</u>	<u>78,850</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>34,716</u>	<u>9,404</u>	<u>44,120</u>	<u>78,850</u>
<b>NET ASSETS</b>					
		<u>34,716</u>	<u>9,404</u>	<u>44,120</u>	<u>78,850</u>
<b>FUNDS</b>					
	16			34,716	57,640
Unrestricted funds				9,404	21,210
Restricted funds				<u>44,120</u>	<u>78,850</u>
<b>TOTAL FUNDS</b>					
				<u>44,120</u>	<u>78,850</u>

The notes form part of these financial statements

## INTERNATIONAL CARE NETWORK

### BALANCE SHEET - CONTINUED AT 31 DECEMBER 2015

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2015.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 December 2015 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 14 July 2016 and were signed on its behalf by:

J Davies -Trustee

A Cartwright -Trustee

## INTERNATIONAL CARE NETWORK

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charitable company have been prepared in accordance with the Charities SORP (FRSSE) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015)', the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

##### **Donated services and facilities**

Donated services or facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, donated services and facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

The time of volunteers is not recognised, refer to the trustees' annual report for more information about their contribution

##### **Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

##### **Governance costs**

Those costs incurred to meet the statutory and constitutional requirements of the charitable company. These are now shown as part of support costs due to the new reporting regulations.

##### **Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, repairs and maintenance costs, finance etc which supports the charity's activities. All support costs are deemed to relate to the charitable activity of the charitable company, any costs related to other income methods are deemed to be immaterial.

## INTERNATIONAL CARE NETWORK

### NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2015

#### 1. ACCOUNTING POLICIES - continued

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

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 10% on reducing balance
Motor vehicles	- 25% on reducing balance
Computer equipment	- 33% on cost

##### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

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

##### **Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

##### **Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

##### **Debtors**

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid after taking account of any discounts due.

##### **Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of four months or less from the date of acquisition or opening of the deposit or similar account.

##### **Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

**INTERNATIONAL CARE NETWORK**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2015**

**2. DONATIONS AND LEGACIES**

<b>Grants &amp; donations</b>	31.12.15	31.12.15	31.12.15	31.12.14
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
<u>Grants</u>				
Comic Relief	-	8,252	8,252	24,757
George Temperance Trust	-	6,000	6,000	9,000
Lloyds bank PLC	-	-	-	7,500
AB Charitable trust	-	-	-	10,000
Valentine trust	-	10,000	10,000	-
Allan Lane Foundation	-	6,000	6,000	-
BBC Children in Need	-	7,968	7,968	-
Other grants	15,100	-	15,100	-
	<hr/>	<hr/>	<hr/>	<hr/>
	15,100	38,220	53,320	51,257
General donations	10,244	-	10,244	2,622
	<hr/>	<hr/>	<hr/>	<hr/>
	25,344	38,220	63,564	53,879
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Restricted grants relate to the following work:

Comic Relief - Sexually exploited and trafficked young people work.

George Temperance Trust - Alcohol and drugs work.

Lloyds Bank PLC - Community team manager's salary.

AB Charitable Trust - Drop in client advice and support work.

Valentine Trust - Support workers salary.

Allan Lane Foundation - Support workers salary.

BBC Children in Need - Women and families.

**3. INVESTMENT INCOME**

	31.12.15	31.12.15	31.12.15	31.12.14
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Bank interest	174	-	174	292
	<hr/>	<hr/>	<hr/>	<hr/>
	174	-	174	292
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**INTERNATIONAL CARE NETWORK**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2015**

**4. INCOME FROM CHARITABLE ACTIVITIES**

	31.12.15 Unrestricted funds £	31.12.15 Restricted funds £	31.12.15 Total funds £	31.12.14 Total funds £
Local authority contracts	7,074	-	7,074	31,915
Accommodation rents	34	-	34	9,748
ESOL fees	16,639	-	16,639	18,235
Client contributions	47,002	-	47,002	19,115
Immigration advice fees	50,482	-	50,482	27,593
Sale of donated furniture	-	-	-	240
	<u>121,231</u>	<u>-</u>	<u>121,231</u>	<u>106,846</u>

Local Authority Contracts represents funding received from local authorities for the care of UASC (Unaccompanied Asylum Seeking Children).

Accommodation Rents represents rents received from clients for provision of accommodation services on their behalf.

ESOL fees represents income from the provision of english tuition for speakers of other languages.

Client contributions represents contributions paid by clients against payments made on their behalf. These are not held on account but are paid immediately out for Home Office and related costs.

**5. RAISING FUNDS**

**Raising donations and legacies**

	31.12.15 Unrestricted funds £	31.12.15 Restricted funds £	31.12.15 Total funds £	31.12.14 Total funds £
Fundraiser fees	175	2,397	2,572	5,051
	<u>175</u>	<u>2,397</u>	<u>2,572</u>	<u>5,051</u>

INTERNATIONAL CARE NETWORK

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2015

6. CHARITABLE ACTIVITIES COSTS

	31.12.15 Unrestricted funds £	31.12.15 Restricted funds £	31.12.15 Total funds £	31.12.14 Total funds £
Rents	4,179	-	4,179	26,043
Rates, utilities & maintenance costs	133	-	133	5,634
Client fees & support payments	64,175	-	64,175	30,281
Translation & interpretation fees	-	-	-	42
Bad debts	2,520	-	2,520	1,705
	<hr/>	<hr/>	<hr/>	<hr/>
	71,007	-	71,007	63,705
Support costs (note 7)	98,491	47,629	146,120	165,782
	<hr/>	<hr/>	<hr/>	<hr/>
	169,498	47,629	217,127	229,487
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

7. SUPPORT COSTS

	31.12.15 Unrestricted funds £	31.12.15 Restricted funds £	31.12.15 Total funds £	31.12.14 Total funds £
Gross salaries	55,753	44,802	100,555	119,335
Employer pensions	1,516	-	1,516	2,509
Staff training	1,707	-	1,707	1,035
Staff travel	1,898	-	1,898	1,905
Subcontractor costs	1,751	-	1,751	-
	<hr/>	<hr/>	<hr/>	<hr/>
	62,625	44,802	107,427	124,784
Minibus running costs	1,657	-	1,657	1,985
Office rent & rates	9,627	2,000	11,627	11,592
Light, heat & water	662	827	1,489	1,429
Repairs & cleaning	656	-	656	288
Insurance	2,282	-	2,282	2,937
Computer maintenance	2,771	-	2,771	2,268
Telephone & broadband	1,971	-	1,971	3,668
Print, post & stationery	5,034	-	5,034	5,038
Professional fees & subscriptions	1,798	-	1,798	2,795
Trustee travel & subsistence	3,226	-	3,226	2,835
Sundry expenses	1,214	-	1,214	1,066
Bank & card processing charges	1,026	-	1,026	512
Depreciation	1,182	-	1,182	1,549
	<hr/>	<hr/>	<hr/>	<hr/>
	33,106	2,827	35,933	37,962
<u>Governance costs</u>				
Examiner fee	2,760	-	2,760	3,036
	<hr/>	<hr/>	<hr/>	<hr/>
	98,491	47,629	146,120	165,782
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Support costs are considered to relate entirely to resources expended on charitable activities.  
Due to new reporting regulations Governance costs are now included as part of support costs.

**INTERNATIONAL CARE NETWORK**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2015**

**8. NET INCOME/(EXPENDITURE)**

Net (outgoing)/incoming resources is stated after inclusion of the following:

	31.12.15	31.12.14
	£	£
Depreciation - owned assets	1,182	1,549
Examiner fee	2,760	3,036
	2,760	3,036

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 December 2015 nor for the year ended 31 December 2014 .

**Trustees' expenses**

Travel and telephone expenses of £3,346 were reimbursed to 2 Trustees in the year (2014 : £2,832 to 2 trustees).

**10. STAFF COSTS**

	31.12.15	31.12.15	31.12.15	31.12.14
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Wages & salaries	55,753	44,802	100,555	119,335
Other pension costs	1,516	-	1,516	2,509
	57,269	44,802	102,071	121,844

The average monthly number of staff employed under a contract of service was 12 (2014: 9).  
There were no highly paid staff.

During the year employer pension contributions, under a defined contribution scheme, were paid on behalf of 2 (2014: 3) staff members to a value of £1,516 (2014: £2,509). Contributions owing at the balance sheet date were £142 (2014: £132)



**INTERNATIONAL CARE NETWORK**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2015**

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	2,622	51,257	53,879
<b>Charitable activities</b>			
Refugee & asylum seeker services	106,846	-	106,846
Investment income	292	-	292
<b>Total</b>	109,760	51,257	161,017
 <b>EXPENDITURE ON</b>			
Raising funds	-	5,051	5,051
<b>Charitable activities</b>			
Refugee & asylum seeker services	162,355	67,132	229,487
<b>Total</b>	162,355	72,183	234,538
<b>NET INCOME/(EXPENDITURE)</b>	(52,595)	(20,926)	(73,521)
 <b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	110,235	42,136	152,371
<b>TOTAL FUNDS CARRIED FORWARD</b>	57,640	21,210	78,850

Due to new reporting regulations governance costs of £2,760 (2014:£3,036) are now included as part of support costs which are included in charitable activities above.

**INTERNATIONAL CARE NETWORK**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2015**

**12. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £	Motor vehicles £	Computer equipment £	Totals £
<b>COST</b>				
At 1 January 2015 and 31 December 2015	7,126	10,801	25,202	43,129
<b>DEPRECIATION</b>				
At 1 January 2015	3,817	7,811	25,098	36,726
Charge for year	331	748	103	1,182
At 31 December 2015	4,148	8,559	25,201	37,908
<b>NET BOOK VALUE</b>				
At 31 December 2015	2,978	2,242	1	5,221
At 31 December 2014	3,309	2,990	104	6,403

**13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.15 Unrestricted funds £	31.12.15 Restricted funds £	31.12.15 Total funds £	31.12.14 Total funds £
Trade debtors	2,420	-	2,420	9,133
Prepaid expenses	2,584	199	3,783	3,029
Other debtors	1,000	-	1,000	1,320
	6,004	199	6,203	13,482

**14. CASH AT BANK AND IN HAND**

	31.12.15 Unrestricted funds £	31.12.15 Restricted funds £	31.12.15 Total funds £	31.12.14 Total funds £
Cash at bank	26,245	9,205	35,450	60,337
Cash in hand	638	-	638	2,682
	26,883	9,205	36,088	63,019

INTERNATIONAL CARE NETWORK

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2015

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.15 Unrestricted funds £	31.12.15 Restricted funds £	31.12.15 Total funds £	31.12.14 Total funds £
Trade creditors	-	-	-	672
Accrued expenses	3,250	-	3,250	3,250
Other creditors & accrued expenses	142	-	142	132
	<u>3,392</u>	<u>-</u>	<u>3,392</u>	<u>4,054</u>

16. MOVEMENT IN FUNDS

	At 1.1.15 £	Net movement in funds £	At 31.12.15 £
<b>Unrestricted funds</b>			
General fund	57,640	(22,924)	34,716
<b>Restricted funds</b>			
Sexually exploited and trafficked young people fund	7,752	(7,752)	-
Alcohol and drugs work fund	-	5,500	5,500
Women and families outreach work fund	-	504	504
Community team manager's salary fund	6,125	(6,125)	-
Drop in client advice and support work fund	7,333	(7,333)	-
Support workers salary fund	-	3,400	3,400
	<u>21,210</u>	<u>(11,806)</u>	<u>9,404</u>
<b>TOTAL FUNDS</b>	<u>78,850</u>	<u>(34,730)</u>	<u>44,120</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	146,749	(169,673)	(22,924)
<b>Restricted funds</b>			
Sexually exploited and trafficked young people fund	8,252	(16,004)	(7,752)
Alcohol and drugs work fund	6,000	(500)	5,500
Women and families outreach work fund	7,968	(7,464)	504
Community team manager's salary fund	-	(6,125)	(6,125)
Drop in client advice and support work fund	-	(7,333)	(7,333)
Support workers salary fund	16,000	(12,600)	3,400
	<u>38,220</u>	<u>(50,026)</u>	<u>(11,806)</u>
<b>TOTAL FUNDS</b>	<u>184,969</u>	<u>(219,699)</u>	<u>(34,730)</u>

INTERNATIONAL CARE NETWORK

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2015

**16. MOVEMENT IN FUNDS - continued**

**Sexually exploited and trafficked young people fund:** Giving immigration and housing advice as well as ESOL classes for young people who have been sexually exploited and trafficked.

**Alcohol and drugs work fund:** A project helping refugees and asylum seekers with drug and alcohol problems.

**Net assets per fund type are shown in the balance sheet and its related notes.**

**17. OTHER FINANCIAL COMMITMENTS**

Lease commitments

Office rent is currently £11,000 per annum and subject to a three month notice period.

Photocopier lease costs of £159 per quarter for 3 years from February 2015.

**18. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31/12/15.

**19. ULTIMATE CONTROLLING PARTY**

The charitable company is controlled by its Trustees/directors.

**INTERNATIONAL CARE NETWORK**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2015**

	31.12.15 £	31.12.14 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations & grants	63,564	53,879
<b>Investment income</b>		
Deposit account interest	174	292
<b>Charitable activities</b>		
Local Authority Contracts	7,074	31,915
Accommodation rents	34	9,748
ESOL fees	16,639	18,235
Client contributions	47,002	19,115
Immigration advice fees	50,482	27,593
Sale of donated furniture	-	240
	121,231	106,846
<b>Total incoming resources</b>	184,969	161,017
 <b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Fundraiser fees	2,572	5,051
<b>Charitable activities</b>		
Accommodation - Rents payable	4,179	26,043
Accommodation - Rates, utilities & maintenance	133	5,634
Client support & allowances	64,175	30,281
Translation & interpretation	-	42
Bad debts	2,520	1,705
	71,007	63,705
<b>Support costs</b>		
<b>Management</b>		
Wages	100,555	119,335
Pensions	1,516	2,509
Staff training	1,707	1,035
Staff travel costs	1,898	1,905
Subcontractor costs	1,751	-
Minibus running costs	1,657	1,985
Rent & rates	11,627	11,592
Light, heat & water	1,489	1,429
Repairs & cleaning	656	288
Insurance	2,282	2,937
Computer & website expenses	2,771	2,268
Telephone & broadband	1,971	3,668
Postage, stationery & printing	5,034	5,038
Professional fees & subscriptions	1,798	2,795
Carried forward	136,712	156,784

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INTERNATIONAL CARE NETWORK

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2015

	31.12.15	31.12.14
	£	£
<b>Management</b>		
Brought forward	136,712	156,784
Trustee travel & subsistence	3,226	2,835
Sundry expenses	1,214	1,066
Bank charges	1,026	512
Fixtures and fittings	331	368
Motor vehicles	748	997
Computer equipment	103	184
	<hr/>	<hr/>
	143,360	162,746
<b>Governance costs</b>		
Accountancy fees	2,760	3,036
	<hr/>	<hr/>
<b>Total resources expended</b>	219,699	234,538
	<hr/>	<hr/>
<b>Net expenditure</b>	<u>(34,730)</u>	<u>(73,521)</u>

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