



PROMOTION OF HEALTH, OPPORTUNITY,  
EQUALITY, BENEVOLENCE & EMPOWERMENT  
FOR BLACK AND ETHNIC MINORITY  
WOMEN AND CHILDREN

**Annual Report and Financial Statements**

**for the year ended 31 March 2018**

**Charity Number: 1135541**

**Annual report and financial statements for the year ended 31 March 2018**

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**Reference and administrative details**

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**Trustees**

Shirley Layne - Chairperson  
Julie Abernethy  
Sadaf Aezad  
Karen Bushell  
Sanna Chinenyanga  
Sheila Mulenga  
Maria Rodrigues

**Charity contact:**

Mrs Mollin Delve  
Room 31, 19 Tower Street, Ipswich, Suffolk, IP1 3BE  
Tel: (01473) 231566

**Registered Charity number:** 1135541

**Independent Examiner**

M Proctor FCA DChA, Lovewell Blake LLP, First Floor Suite, 2 Hillside Business Park, Bury St Edmunds IP32 7EA

**Bankers**

Lloyds TSB, Cornhill North, Ipswich

**Report of the trustees for the year ended 31 March 2018**

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**Structure, governance and management**

PHOEBE stands for the Promotion of Health, Opportunity, Equality, Benevolence and Empowerment for black and ethnic minority women and children. It is an unincorporated charity originally established under its constitution on 8 March 2007 as the Zimbabwe Womens' Resource Centre. It became a registered charity (number 1135541) on 15 April 2010 and is governed by its trustees who meet on a regular basis. The current trustees are as stated on the previous page.

Further trustees may be appointed at any time, at the discretion of the trustees. A new trustee would receive copies of the constitution, the latest annual report and accounts and relevant guidance publications from the Charity Commission.

**Objectives and activities**

The objects of the charity are set out in the charity's constitution as follows:

- The relief of poverty, sickness and distress for women of Zimbabwean origin in particular but not exclusively, in the area of Suffolk;
- To advance the education of women of Zimbabwean origin in particular but not exclusively, in the area of Suffolk;

***Public Benefit***

The trustees have paid due regard to guidance given by the Charity Commission on Public Benefit in deciding what activities the charity should undertake.

**Achievements and performance**

PHOEBE (Promotion of Health, Opportunity, Equality, Benevolence and Empowerment) is the only registered specialist black and ethnic minority (BME) women's organisation in Suffolk, working directly with survivors of domestic abuse and helping women and children who are less likely to access other services and support. Many of these victims are also victims of human trafficking, serious sexual offences and female genital mutilation. Our support services include specialist classes on identifying perpetrators of violence, assisting women with applications for housing and visas, counselling, and signposting to other services.

Achievements and performance *(continued)*



Women from all backgrounds across Ipswich, Suffolk and beyond enjoyed a range of uplifting activities including ESOL classes, sharing world recipes and food from different cultures and field trips, improving language skills and forming lasting friendships.



**Achievements and performance (*continued*)**

***Girls Self Esteem Workshops***

The girl's self-esteem and body confidence initiative continues to be immensely popular, and there is now an ongoing waiting list for schools that would like PHOEBE to deliver these workshops. This year we engaged 150 girls, from four primary schools in Ipswich, to help improve their self determination, body confidence and to improve formation of good friendships.

***Achievements***

The most striking change this year has been that schools appear to have more understanding and appreciation of the need for the self esteem sessions and it was not difficult to access the schools we wanted to work with. We find it easier to access primary schools and we realize that body image misconceptions and anxieties are starting at a very young age and primary schools are the best place to begin addressing the issue. We worked with four schools in Ipswich this year and head teachers were keen to embrace the project.

***Feedback from Girls***

After just a small number of sessions and encouraging support, the girls were able to identify their positive qualities even if it was just one thing. One girl who started the project very frustrated and highly self-critical was able to identify after just four sessions that 'I am actually a really good friend because I am loyal and supportive always'. Another girl made significant progress and stated feeling much more positive about herself despite being different to her friends and that this actually made her feel more special. Self-evaluation forms relating to positive qualities demonstrated a sharp increase for a vast amount of the girls after just 6 weeks. On the whole, the young people developed a positive sense of self and were able to put their feelings into words and encourage peers also. Whilst some girls still needed encouragement, progress was definitely made all round, by our girls this year.

In addition to the feedback forms and self-evaluation forms completed by the young people, parents and teachers were able to identify the progress the young people were making in the workshops. Teachers offered feedback from parents and also stated that the girls used their energy more positively and had a positive influence on peers including those who did not attend workshops. Teachers and parents, in particular, reported a profound lack of awareness and support for such issues among young people.

***Domestic Violence work***

This year our domestic violence advocacy work continued to increase, with women of all ethnicities accessing our services. We noted that a majority of the case involved subtle, control and manipulation abusive tendencies by perpetrators. This recognition by women that these behaviours were abusive and should not be tolerated is a big step in reducing the risks that arise from living within abusive relationships. We noted too, that perhaps due to women not being able to access legal aid and mainstream services being overwhelmed with service users, our centre attracted women of all ethnicities. We therefore continue to ensure a broad range of legal and social services are available to help clients. Feedback from our clients highlights that this advocacy and support is needed to ensure that police, courts, shelters, public benefits, immigration and health care systems adequately support women who are legally entitled to help.

***Achievements and performance (continued)***

Phoebe Centre this year has also been working with these agencies to ensure that employees are fully aware of the special legal protections available to abused migrant women. Sexual exploitation of migrant women has been on the increase and some women are exploited within low income jobs, where they are forced to work by abusive partners.

***ESOL***

Women attending our ESOL classes report that these opportunities to read and write, as well speak English has helped them build their confidence as a whole. The women report making friends and going back to engage more with their children.

We have more referrals from primary schools this year. These are for mothers who need to learn to read in order to help their children complete their homework. Our links with schools is expanding and it is good that they recognize the importance our work in the development of children and the family as a whole.

We have also enabled the women to bring and share food from their cultural backgrounds and these events have been extremely popular in bringing together and in starting conversations, which boosts confidence and English language skills.

***Counselling service***

Our counselling service has positively benefited our women by decreasing their levels of depression, increasing their self-esteem, confidence, assertiveness and emotional well-being. We have noted that the tendency has been that women require crisis counselling when they are going through a particularly difficult time.

It is extremely hard for them to communicate their problem in English, whilst at the same time, planning to flee from a violent relationship. We support women and offer regular befriending and counselling during this time of distress.

***Legal Surgery***

Our legal surgery continues to run every month on a Thursday afternoon, where clients can see a qualified family solicitor and discuss any issues in relation to family law. This service has helped many women who do not have the funds to pay for a solicitor privately. We have noted an increase in women coming to receive help during these sessions due to the removal of legal aid provision.

**Achievements and performance (*continued*)**

***Phoebe Zimbabwe***

This year, a significant step has been made in developing services for women struggling with mental health difficulties in Zimbabwe. We have registered PHOEBE Zimbabwe and have opened a women's centre there, which is now fully functional.

PHOEBE was granted an MOU with the Ministry of Health and Child Welfare of Zimbabwe in November 2017, to deliver recovery workshops across the country. There is no other service in Zimbabwe doing this work. There are no formal, structured and well supported after care services for women upon discharge from hospital, this service is critical in saving lives.

Also, there are no women specific therapeutic services in Zimbabwe and our service is ground breaking and aims to advocate for a gendered approach in the delivery of mental health services in the country. There are no sanitary ware provision for women, for example in hospitals and women do not have support during this time of their cycle. PHOEBE Zimbabwe is piloting this project in Harare at present, and have set up a peer support program, caregiver program, recovery colleges in two hospitals and the Zimbabwe Women and Mental Health Network.

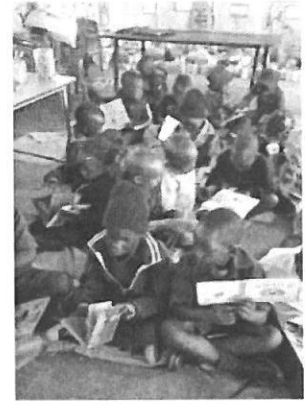
We are also working in the female prisons in Harare. We see approximately 250 women each month across these services and this is only an initial part of the work. Many women are still waiting to join the program and work still needs to be done to fully meet their needs.

We have also opened an extremely rich children's library with over 5000 books, including some for adults. A mobile library is now operational and some rural schools have received some much needed books for their children. The majority do not have libraries.

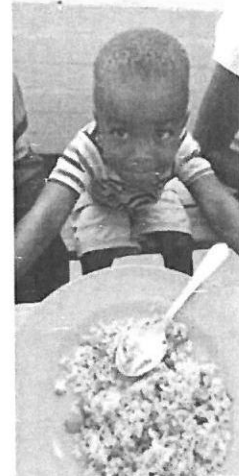
This is an exciting project, which we, as a diaspora organization are keen to deliver and make a difference for the lives of women in Zimbabwe. The learning obtaining in the UK as professionals is helping us to shape and offer culturally sensitive practice for women.



# PHOEBE ZIMBABWE



The launch of the Women's Centre has provided a hub for vulnerable women & children to learn new skills and empowerment in a safe and supporting environment. Community outreach to local schools, hospitals and prisons is already transforming lives



## Report of the trustees for the year ended 31 March 2018

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### Achievements and performance (*continued*)

#### Future Plans

PHOEBE plans to continue delivering an effective and holistic service to migrant women and children in Suffolk and Zimbabwe. We aim to be a stronger voice for vulnerable women and children who live in poverty, have a sense of powerlessness to change their situation.

We aim to engage women to be a part of this movement by empowering them with skills and abilities to improve their lives.

#### Financial Review

The charity's financial activities for the year are shown in the receipts and payments account on page 10. This shows the principle sources of funds for the domestic violence, self-esteem and ESOL projects, and for student social worker placements. This funding has enabled the charity to successfully operate the projects and provide the services detailed in the annual report above.

After the year's activities a balance of unrestricted reserves £6,961 remains to be carried forward. The charity continues to seek additional funding to ensure that it can maintain and extend its vital work.

**This report was approved by the trustees on 16 November 2018 and signed on their behalf by:**

**Shirley Layne**  
Trustee

  
16/11/18

## PHOEBE

### Independent examiner's report to the trustees of PHOEBE

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I report on the accounts of the PHOEBE for the year ended 31 March 2018, which are set out on pages 8 and 9.

#### Respective responsibilities of trustees and examiner

The charity's trustees 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 2017 (the 2017 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2017 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2017 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 Commissioners. 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 statement below.

#### Independent examiner's statement

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

- 1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2017 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2017 Acthave 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.

*Lovewell Blake LLP*  
**M Proctor FCA DChA**  
Lovewell Blake LLP, Chartered Accountants  
First Floor Suite  
2 Hillside Business Park  
Bury St Edmunds  
IP32 7EA  
16 November 2018

# PHOEBE

Year ended 31 March 2018

## Receipts & Payments

Receipts	2018 Total	Unrestricted	Restricted funds					2017 Total
		General fund	Domestic Violence	Self Esteem Work	ESOL	Zimbabwe project	Tools with a Mission	
	£	£	£	£	£	£	£	£
Rosa Fund W2W	12,000	-	12,000	-	-	-	-	-
The Hilden Charitable Trust	-	-	-	-	-	-	-	7,000
Big Lottery (Awards for All)	10,000	-	-	10,000	-	-	-	7,224
The Pilgrim Trust	10,000	-	-	10,000	-	-	-	-
Garfield Weston	7,500	2,500	5,000	-	-	-	-	-
Henry Smith County Grants	7,000	-	7,000	-	-	-	-	-
Suffolk Community Foundation	6,000	-	-	6,000	-	-	-	5,055
Chalk Cliff Trust	4,800	-	-	-	-	4,800	-	-
Suffolk Police Commissioner	1,200	1,200	-	-	-	-	-	1,334
The Foyle Foundation	3,500	3,500	-	-	-	-	-	-
The Bryan Guiness Charitable Trust	1,000	-	1,000	-	-	-	-	-
Flow Zebra Trust	2,000	-	2,000	-	-	-	-	-
The Alfred Willarms Charitable Trust	800	-	-	800	-	-	-	-
The 29th Charitable Trust	1,000	-	1,000	-	-	-	-	-
The SMB Charitable Trust	1,000	-	-	-	-	1,000	-	-
Leathersellers Co	1,800	-	1,800	-	-	-	-	-
High Sheriff's Fund	2,000	-	-	2,000	-	-	-	-
Allen Lane Foundation	4,000	3,000	-	-	1,000	-	-	-
Other Grants	2,900	1,200	500	600	600	-	-	3,326
Suffolk County Council	-	-	-	-	-	-	-	1,083
The Austin Hope Pickington Trust	-	-	-	-	-	-	-	1,000
The Noal Buxton Trust	-	-	-	-	-	-	-	4,000
Church Urban Fund	-	-	-	-	-	-	-	4,000
Community Action Suffolk	-	-	-	-	-	-	-	2,537
Eleanor Rathbone Charitable Trust	-	-	-	-	-	-	-	1,000
Other Income	30	-	-	-	30	-	-	695
TWAM	-	-	-	-	-	-	-	235
Donations (including gift aid)	1,691	530	100	-	411	650	-	1,970
	80,221	11,930	30,400	29,400	2,041	6,450	-	40,459
<b>Payments</b>								
Salaries and payroll costs	42,386	1,673	19,996	20,717	-	-	-	11,339
Rent & rates	3,284	223	2,061	1,000	-	-	-	3,156
Staff and volunteer expenses	8,045	654	1,897	3,262	1,876	356	-	6,756
Project activities costs	12,822	3,573	590	2,847	-	5,812	-	2,411
Housekeeping	1,221	621	600	-	-	-	-	1,231
Telephone and fax	1,508	1,311	138	-	-	60	-	1,582
Workshops, seminars & events	-	-	-	-	-	-	-	593
Computer expenses	2,294	-	1,294	1,000	-	-	-	-
Post, stationery and printing	364	170	-	157	-	37	-	2,571
Insurance	-	-	-	-	-	-	-	400
Legal & Professional	575	575	-	-	-	-	-	600
Accountancy and Independent examiner's fee	1,596	-	1,596	-	-	-	-	840
Refreshments	49	49	-	-	-	-	-	11
Subscriptions	-	-	-	-	-	-	-	465
Sundry expenses	2,866	2,029	684	66	-	87	-	534
	77,010	10,878	28,856	29,048	1,876	6,352	-	32,490
<b>Net receipts/(payments) for the year</b>	<b>3,210</b>	<b>1,052</b>	<b>1,544</b>	<b>352</b>	<b>165</b>	<b>98</b>	<b>0</b>	<b>7,969</b>
<b>Cash and Bank balance at 1 April 2017</b>	<b>13,047</b>	<b>5,909</b>	<b>1,109</b>	<b>1,756</b>	<b>4,015</b>	<b>249</b>	<b>8</b>	<b>5,078</b>
<b>Cash and Bank balance at 31 March 2018</b>	<b>16,257</b>	<b>6,961</b>	<b>2,654</b>	<b>2,107</b>	<b>4,179</b>	<b>347</b>	<b>8</b>	<b>13,047</b>

## PHOEBE

### Statement of Assets and Liabilities as at 31 March 2018

	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	2018	2018	2018	2017
	£	£	£	£
<b>Fixed Assets</b>				
Office furniture and equipment		2,007	2,007	-
<b>Current Assets</b>				
Debtors	811	-	811	-
Cash at Bank and in hand	6,961	9,296	16,257	13,047
<b>Total assets</b>	<b>7,771</b>	<b>11,304</b>	<b>19,075</b>	<b>13,047</b>
Creditors and accruals	5,200	-	5,200	1,594
<b>Total Liabilities</b>	<b>5,200</b>	<b>-</b>	<b>5,200</b>	<b>1,594</b>

This Statement of Assets and Liabilities and the Receipts and Payments account on page 10 were approved by the trustees on 16 November 2018 and signed on their behalf by:

**Shirley Layne**  
Trustee

  
16/11/18