



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

## **FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2019**

**Charity number: 1135541**

PHOEBE

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FOR THE YEAR ENDED 31 MARCH 2019

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# PHOEBE

## REPORT OF THE TRUSTEES

### FOR THE YEAR ENDED 31 MARCH 2019

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The Trustees are pleased to present their report, together with the financial statements for the year ended 31 March 2019.

#### Reference and administration details

Charity name: PHOEBE

Charity registration number: 1135541

Address of charity: Room 31  
19 Tower Street  
Ipswich  
Suffolk  
IP1 3BE

Trustees: S Layne (Chairperson)  
S Chinenyanga (Treasurer)  
S Aezad  
K Bushell  
M Rodrigues  
V Mushati (Appointed September 2018)  
N Simms (Resigned November 2019)  
J Abernethy (Resigned August 2018)

Independent examiner: L Thurston FCCA  
Lovewell Blake LLP  
First Floor Suite  
Unit 2 Hillside Business Park  
Bury St Edmunds  
IP32 7EA

## **PHOEBE**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2019**

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##### **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;

##### **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.

Women from all backgrounds across Ipswich, Suffolk and beyond accessed our centre as a safe space to be empowered through uplifting activities including; ESOL classes, sharing world recipes and food from different cultures, domestic violence advocacy, access to services, basic resources in times of need such as food and sanitary products, and formed lasting friendships.

##### **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 of schools that would like to access PHOEBE workshops. This year we engaged 50 girls, from a primary school in Ipswich, to help improve their self-determination, body confidence and to improve formation of good friendships. We are currently scoping out new partnerships with another local primary school who is very interested in our work and a local high school. We hope to begin work there in the next month.

##### **Achievements**

We have noticed this year that schools are very excited to hear about our project. Current public policy pushes for mental health have raised awareness with professionals around the importance of early intervention work. We have developed some positive partnerships with primary schools who are very keen to engage in the project and we look to return to one of these schools next year as an ongoing service. We are looking to expand into high schools over the next year and we are running an upcoming short seven week programme at a local high school as a trial project to begin the process of adapting this service; many girls find the transition to high school a challenging period and the increase of social media bullying and sexual exploitation creates new risks for mental health. We worked with two schools in Ipswich this year and we are expanding into two more schools later on in the year.

##### **Feedback from Girls**

By session three of our primary project, girls were able to identify something they liked about themselves that was not related to appearance. One girl who found the first two sessions difficult and could not engage in activities about recognising her positive skills and attributes without support, was able to reflect by session three that she is a "creative person who is good at designing things" and by the end of the discussion she said "Yes, not many people can do that".

Another girl, who stated in session two "sometimes people don't like me", was relating by session four that "it's ok to just be yourself because everyone is different". Self-evaluation forms relating to positive qualities demonstrated a sharp increase for a vast amount of the girls after just 6 weeks. Overall we noticed that girls were able to reflect upon negative messaging from the media, source more positive and realistic affirmations and talk about their individual qualities with pride. Girls were able to communicate supportive messages to each other and learn about safe friendships.

## **PHOEBE**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2019**

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

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 that the girls were enthusiastic about the sessions often using language learned from them at home and also stated that they noticed in school that girls were sharing learning with other pupils who didn't even attend the sessions. 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 has continued to increase and broaden in scope. We have noted an increase in referrals from the Citizen's Advice Bureau, with a large number of clients reporting financial abuse and coercive control. We note that many women find it hard to process and come to terms with this form of psychological abuse, due to this, we have found that our service has begun to evolve into offering a "safe space" for women to talk through their experiences. We are also looking to expand our counselling service and are looking for a volunteer counsellor. We have women of all ethnicities accessing our services. 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 client's highlights that this holistic advocacy and support is needed to ensure women can access all the range of supports from police, courts, shelters, public benefits, immigration and health care systems that they are legally entitled to. Often women who come to our service have a range of vulnerabilities in many areas i.e. finance, housing, mental health, social isolation, language skills, employment: and their feedback to us has been that they find the variety and flexibility of support and signposting we can offer and continued intervention across weeks or months, is immensely helpful to them.

Phoebe is working towards a campaign programme for this November to raise awareness around migrant women who experience domestic abuse. We will be hosting a conference this for professionals, to train them on this issue; as well as hosting a social media campaign.

We have seen an increase this year in reports of stalking and harassment, a high risk behaviour, as well as use of children by perpetrator to gain control and continue harassment. We aim to develop our training with professionals in this area over the course of the next year.

##### **ESOL**

Currently, our group is expanding with up to fifteen women attending classes weekly. We currently have two teachers who support each group. The women who attend these classes report greatly enjoying them, they find learning practical English has really helped to build their confidence and feel more comfortable being part of the wider community in Ipswich. Women report that they find the social aspect of classes a positive incentive and that this contributes to them feeling less isolated. We have referrals coming from schools, citizen's advice, as well as other organisations and we find that awareness of our services and classes is spreading and that professionals identify our service as a safe space for many migrant or non-English speaking women; this is something that is also reflected by our service users, who often use classes to discuss household or employment worries and who also access other services such as food parcels or domestic abuse advocacy.

## **PHOEBE**

### **REPORT OF THE TRUSTEES**

**FOR THE YEAR ENDED 31 MARCH 2019**

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



#### **Counselling service**

Our crisis counselling service has enabled women to feel emotionally supported in a safe place at times of great stress, reducing; anxiety, depression, feeling isolated/trapped and supporting them to feel more in control. We have noticed that women often need the most support at the time of leaving a perpetrator as they are often at their most vulnerable, abuse can escalate or they can become cut off from family and friends. At these times, having limited English and living in a country without their families can cause women to feel more alone and unsafe. Therefore, this service is vital to supporting safety planning, serious mental health risk and ensuring that women feel secure enough to move to the next stage of their lives.

#### **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.

#### **Phoebe Zimbabwe**

PHOEBE Zimbabwe currently runs peer-support groups and Recovery College courses in two hospitals, a prison unit and in the community, continuing the high level of support needed for seriously mentally ill women in Zimbabwe that is currently not available from the state. This programme has been successful at engaging women and we now have around 30 peer mentors working in the community as well as from our Women's Recovery Centre.

PHOEBE Zimbabwe has been holding mental recovery workshops in the two major psychiatric hospitals in Harare, Zimbabwe since September 2018 with funding from the DFID small charities fund and to date it has managed to 97% of its targeted beneficiaries. This has been achieved through cooperation and collaboration with other stakeholders within the field of mental health. First and foremost, with the help of our MOU with Zimbabwe's Ministry of Health and Child Care which has provided access and permission to work with psychiatric hospitals.

## PHOEBE

### REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2019

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#### Achievements and performance (continued)



The success of this project in the hospital setup has seen the project now making inroads into surrounding communities.

Some of the participants who had been part of the recovery workshops at the hospitals also came through for a cookery course at Phoebe centre in Greendale. The course was funded by the German Embassy in Zimbabwe. At the end the women received certificates which they can use even to seek employment. By taking part in this cookery training the women had their self-esteem boosted as they realised that they could meaningfully contribute to their livelihoods and the upkeep of their families through the skills they attained.

The following courses and activities are currently on offer to develop service user's understanding of their own mental health, exploring self-expression and mental health recovery through arts, counselling and workshops (subject to final budgeting and health and safety review):

- Mental Health Workshops
- Workshops for healthcare professionals and carers of those with mental health issues
- Creative workshops including poetry writing, singing and drama groups.
- Counselling and Psychological Therapies including Mentoring, Peer support groups and one-on-one counselling sessions.
- Exercise classes to promote self-care such as Zumba and walking in nature.
- Art Therapy sessions including quilt making, gratefulness rock, collages, drawing, art, scrap booking, pottery, basket weaving etc.

The Centre has a nominal means tested fee for some women who are able to financially contribute more, this allows a cost effective way to be able to provide support for the most vulnerable women in society.

The launch of the Women's Centre has provided a hub for vulnerable women and 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.



## **PHOEBE**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2019**

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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 constitution adopted 8 March 2008 and as amended on 2 October 2012 and 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.

##### **Trustees**

The current trustees are shown within these financial statements including those who have served during the year and any appointment and resignation dates as required.

##### **Public benefit**

The Trustees have considered the Charity Commission's guidance on public benefit. They confirm that in planning and carrying out the charity's activities they have had regards to this guidance.

##### **Financial review**

The charity's financial activities for the year are shown in the receipts and payments account on within these financial statements. 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 is in deficit by (£706) (2018: £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.

##### **Reserves policy**

The charity's reserves policy is to maintain reserves at a level adequate to protect its ongoing work. This policy is reviewed annually. The charity aims to hold sufficient reserves to cover three months' running costs plus statutory redundancy costs. This equates to £5,298 (2018: £2,720) the charity's receipts and payments unrestricted cash as at 31 March 2019 is in deficit by (£706) (2018: surplus £2,572)

The reserves of the charity are therefore below the reserves policy and the trustees will endeavour to make up the shortfall over the next 12 to 24 months. The trustees consider that the charity will continue as a going concern for the foreseeable future.

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

##### **Plans for future periods**

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 offering safe spaces where women can seek support, gain new skills, make social connections and feel empowered to access choices.

##### **Related party transactions**

There were no related party transactions during this or the prior period.



PHOEBE

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2019

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**Independent examiner reappointment**

A resolution to appoint L Thurston FCCA of Lovewell Blake LLP as independent examiner will be proposed at the next Annual General Meeting

The Trustees' annual report was approved on ~~10/11/2020~~ and signed on behalf of the board of Trustees by:

S Layne (Chairperson)  
Trustee



**PHOEBE**

**RECEIPTS AND PAYMENTS ACCOUNT**

**FOR THE YEAR ENDED 31 MARCH 2019**

	Unrestricted Funds	Restricted Funds	Total Funds 2019	Unrestricted Funds	Restricted Funds	Total Funds 2018
	£	£	£	£	£	£
<b>Receipts:</b>						
DFID UK AID Direct	-	20,744	20,744	-	-	-
BBC Children in Need	-	10,000	10,000	-	-	-
The Noel Buxton Trust	-	4,000	4,000	-	-	-
Souter Charitable Trust	-	4,000	4,000	-	-	-
Suffolk Community Foundation	-	3,999	3,999	-	6,000	6,000
The Yapp Charitable Trust	-	3,000	3,000	-	-	-
Didymus	-	2,500	2,500	-	-	-
The Clothworkers Grant	2,000	-	2,000	-	-	-
Scarfe Trust	1,500	-	1,500	-	-	-
Colchester Road Baptist Church	1,500	-	1,500	-	-	-
The 29th Charitable Trust	1,000	-	1,000	-	1,000	1,000
Oakdale Trust	1,000	-	1,000	-	-	-
The Mrs L D Rope Charitable Trust	-	1,000	1,000	-	-	-
The Rhiannon Trust	-	1,000	1,000	-	-	-
Tula Trust	1,000	-	1,000	-	-	-
Sydney E Franklin Deceased's New Second Charity	1,000	-	1,000	-	-	-
Rosa Fund W2W	-	-	-	-	12,000	12,000
Big Lottery (Awards for All)	-	-	-	-	10,000	10,000
The Pilgrim Trust	-	-	-	-	10,000	10,000
Garfield Weston	-	-	-	2,500	5,000	7,500
Henry Smith County Grants	-	-	-	-	7,000	7,000
Chalk Cliff Trust	-	-	-	-	4,800	4,800
Allen Lane Foundation	-	-	-	3,000	1,000	4,000
The Foyle Foundation	-	-	-	3,500	-	3,500
High Sheriff's Fund	-	-	-	-	2,000	2,000
Flow Zebra Trust	-	-	-	-	2,000	2,000
Leathersellers Co	-	-	-	-	1,800	1,800
Suffolk Police Commissioner	-	-	-	1,200	-	1,200
The Bryan Guinness Charitable Trust	-	-	-	-	1,000	1,000
The SMB Charitable Trust	-	-	-	-	1,000	1,000
Other Grants	1,600	-	1,600	1,200	2,500	3,700
Other Income	1,830	-	1,830	-	30	30
Donations	1,095	90	1,185	530	1,161	1,691
<b>Total Income</b>	<b>13,525</b>	<b>50,333</b>	<b>63,858</b>	<b>11,930</b>	<b>68,291</b>	<b>80,221</b>

**PHOEBE**

**RECEIPTS AND PAYMENTS ACCOUNT**

**FOR THE YEAR ENDED 31 MARCH 2019**

	Unrestricted Funds	Restricted Funds	Total Funds 2019	Unrestricted Funds	Restricted Funds	Total Funds 2018
	£	£	£	£	£	£
<b>Payments:</b>						
Salaries and payroll costs	10,509	19,545	30,054	1,673	40,713	42,386
Rent and rates	1,862	2,350	4,212	223	3,061	3,284
Staff expenses	204	1,312	1,516	-	-	-
Project activities costs	1,214	25,838	27,052	4,227	16,640	20,867
Workshops, seminars and events	642	150	792	-	-	-
Housekeeping	1,288	900	2,188	621	600	1,221
Telephone	1,943	207	2,150	1,311	198	1,509
Computer expenses	389	-	389	-	2,294	2,294
Post and stationery	-	150	150	170	194	364
Insurance	738	-	738	-	-	-
Legal and professional	-	-	-	575	-	575
Independent examiner's fee	1,054	200	1,254	-	1,596	1,596
Bank charges	112	-	112	-	-	-
Refreshments	-	-	-	49	-	49
Subscriptions	256	684	940	-	-	-
Sundry expenses	981	60	1,041	2,029	837	2,866
<b>Total payments</b>	<b>21,192</b>	<b>51,396</b>	<b>72,588</b>	<b>10,878</b>	<b>66,133</b>	<b>77,011</b>
<b>Net receipts (payments) for the year</b>	<b>(7,667)</b>	<b>(1,063)</b>	<b>(8,730)</b>	<b>1,052</b>	<b>2,158</b>	<b>3,210</b>
<b>Cash and bank balance brought forward</b>	<b>6,961</b>	<b>9,296</b>	<b>16,257</b>	<b>5,909</b>	<b>7,138</b>	<b>13,047</b>
<b>Cash and bank balance carried forward</b>	<b>(706)</b>	<b>8,233</b>	<b>7,527</b>	<b>6,961</b>	<b>9,296</b>	<b>16,257</b>
	<b>Balance as at 1 April 2018</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Balance as at 31 March 2019</b>	
<b>Restricted funds – receipts and payments</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
Domestic Violence	2,654	9,000	( 9,617)	-	2,037	
Self Esteem	2,107	12,000	(11,829)	-	2,278	
ESOL	4,179	2,089	(3,411)	-	2,857	
Zimbabwe project	356	27,244	(26,539)	-	1,061	
	<b>9,296</b>	<b>50,333</b>	<b>(51,396)</b>	<b>-</b>	<b>8,233</b>	

PHOEBE

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 MARCH 2019

	Unrestricted Funds	Restricted Funds	Total Funds 2019	Unrestricted Funds	Restricted Funds	Total Funds 2018
	£	£	£	£	£	£
<b>Fixed Assets:</b>						
Office furniture and equipment	-	1,434	1,434	-	2,007	2,007
<b>Current Assets:</b>						
Debtors	906	-	906	811	-	811
Cash at bank and in hand	(706)	8,223	7,527	6,961	9,296	16,257
<b>Total assets:</b>	<b>200</b>	<b>9,667</b>	<b>9,867</b>	<b>7,772</b>	<b>11,303</b>	<b>19,075</b>
Creditors and accruals	6,657	-	6,657	5,200	-	5,200
<b>Total Liabilities:</b>	<b>6,657</b>	<b>-</b>	<b>6,657</b>	<b>5,200</b>	<b>-</b>	<b>5,200</b>

These financial statements were approved by the Trustees on 30.1.2020 and are signed on their behalf by:

S Layne (Chairperson)  
Trustee



## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF

### PHOEBE

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I report to the Charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2019 which are set out on the afore mentioned pages of these financial statements.

#### **Responsibilities and basis of report**

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

#### **Independent examiner's statement**

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

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act;  
or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



L Thurston FCCA  
Independent examiner  
Lovewell Blake LLP  
First Floor Suite  
Unit 2 Hillside Business Park  
Bury St Edmunds  
IP32 7EA

13/1/20