



## Trustees' Annual Report for the period

From 1 APRIL 2023 Period start date To  
Period end date 31 MARCH 2024

Charity name: CHARIS CLUB

Charity registration number: 1014221

### Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	Para 1.17	TO HELP AND EDUCATE PEOPLE THROUGH THEIR LEISURE AND SOCIAL TIME SO TO DEVELOP THEIR PHYSICAL MENTAL AND SPIRITUAL CAPABILITIES.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Advice, assistance and representation to all people with immigration and citizenship matters. We also offer housing advice and general legal advice. We provide food, drinks, training, advice and support to those in need and other disadvantaged groups.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees acknowledge and have regard to the Charity Commissioners guidance on public benefit.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	

Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	In planning our activities for the year, we kept in mind the Charity Commissioner's guidance on public benefit at our trustee meetings. Charis Club is a registered charitable organisation which offers, assistance, support and representation to people with immigration, divorce, housing and general legal problems. Our aim is that all people who use our service may live their lives to the full. Charis Club aim is that individuals develop their existing knowledge and skills, take control and make choices; thus, attaining their desired quality of life. Charis Club operates a personal service respecting people as individual's rather than merely clients or statistics. Charis Club provides opportunities for development and any necessary support that people may require achieving their development goals. How Do We Do This?

THE SERVICE ENABLES PERSONAL DEVELOPMENT AND ENCOURAGES GROWTH IN INDEPENDENCE BY BEING:

**HIGHLY PERSONALISED**

Anybody can utilise this service without prior appointment. Charis Club advise and representation is available without an appointment either mornings or afternoons. With flexibility for service users to attend more than one consultation dependent on assessed need.

**HIGHLY FLEXIBLE**

Charis Club opens during the weekends to enable access to individuals who are unable to visit the centre during the normal working week on account of their work restrictions.

Extra voluntary support for service users out in the community dependent on the individual's needs. We always refer service users to registered Advisers and Solicitors and appropriate specialist statutory and voluntary agencies that will offer advice, assistance and support, which we are not authorised or equipped to provide. We send newsletters and information to our clients giving them the opportunity to express their concerns about the service, what it offers, whether it meets their expectations and the chance to suggest alternatives, increasing their involvement in it. We provide housing for tenants who do not qualify for social housing.

Charis Club operates a 'drop-in centre' based at 38 Westow Hill, London, SE19 1RX. The centre contains comprehensive and up to date information on immigration and nationality law and recent home office policies, and community-based facilities, local activities, and internet news about the countries of our main users. The centre has fast broad band to assist members of the public. The centre provides housing advice

and assistance to homeless people referred to us from the local Authority Housing Solution Officer based in Southwark and Croydon. In addition, Charis Club provides housing for tenants who do not qualify for social housing. We have provided emergency housing for tenants who are homeless or at a risk of homelessness. Charis Club displays information about local College Courses. Moreover, we support campaigns.

Charis Club will monitor the composition of its volunteers and workforce annually detailing:- Percentage of males and females. Ethnic origin of all employees and volunteers. Ensure people with disabilities and special needs are not discriminated against.

A further development is that Charis Club provides housing and assistance and long-term accommodation and emergency accommodation for tenants who do not qualify for social housing or are at a risk of homelessness.

We regularly open on a Saturday and on Sunday and are flexible with our opening times.

#### **WELL RESOURCED**

Charis Club has an extensive administrative network of computers, printers and scanners available for the public to use. These resources enable people to apply for their work, fill out benefits and housing claims and even apply for their oyster card and discount bus passes and pensions which all now must be applied for online. Charis Club daily prepares affidavits, name change and statutory declarations for individuals referred to us from local Solicitors and advice agencies. Charis Club assists individuals applying for Housing

		Benefit, Council Tax benefits and Social and Private Housing. Lastly, Charis Club has free bread, cakes and pastries available to members of the public who are in need.
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**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

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## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold cash at bank of £500, all of which is unrestricted funds. These funds may be used for repairs, maintenance and for any emergency payments. The Charity operates a separate client account to avoid the misuse of client's money.
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	

Other		

## Structure, Governance and Management

Description of charity's trusts:		<b>Constitution adopted 28 July 1992</b>
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution adopted 28 July 1992</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Constitution adopted 28 July 1992</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Annual General Meeting</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	

Other		

### Reference and Administrative details

Charity name	Charis Club
Other name the charity uses	Leone Consultancy, Malaki's
Registered charity number	1014221
Charity's principal address	38 WESTOW HILL CRYSTAL PALACE LONDON SE19 1RX

**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	ABDUL CONTEH	CHAIR		
2	SIMONE STEPHENSON	TRUSTEE		
3	NORMA PENNYCOOK	TRUSTEE	04/09/2024	
4	EMMANUEL EHIME AIRIOFOLO	TRUSTEE	04/09/2024	
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**Corporate trustees – names of the directors at the date the report was approved**

Director name		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	


## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser

Name

Address

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Abdul Conte</i>	
Full name(s)	ABDUL CONTEH	
Position (eg Secretary, Chair, etc)	CHAIR	
Date	11/12/2024	

**MR ABDUL CONTEH - T/A LEONE LEGAL CONSULTANCY**  
**TRADING PROFIT AND LOSS ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2024**

<u>Sales</u>	£	£	£
Fees Received			63,708
Home Office Sales			<u>9,760</u>
			73,468
 <u>Cost of Sales</u>			
Indemnity Insurance		509	
Contractors & Training		300	
Home Office Fees		12,365	
Home Office Fees - OISC		1,646	
Professional Fees		<u>499</u>	<u>15,319</u>
 <b>Gross Profit</b>			 58,149
 <u>Premises Cost</u>			
Rent & Rates	31,469		
Light & Heat	<u>624</u>	32,093	
<u>General Administrative Expenses</u>			
Telephone & Internet	1,046		
Photo-copying & Rental of Machine	1,081		
Stationery	<u>1,793</u>	3,920	
<u>Motor Expenses</u>			
Motoring costs	2,145		
Leasing Cost	<u>3,779</u>		
	5,924		
Less Private Use 15%	<u>- 889</u>	5,035	
<u>Legal and Professional Cost</u>			
Accountancy Fees		1,000	
<u>Other Finance Charges</u>			
Bank Charges		1,344	
<u>Advertising &amp; Promotion</u>			
Advertising		492	
<u>Depreciation</u>			
New Office Equipment at Cost	388		
Depreciation - 100% AIA	<u>388</u>	388	
Balance c/fwd	-		
<u>Other Costs</u>			
Sundry Cost		<u>244</u>	<u>44,516</u>
<b>Profit for the Year</b>			<b><u>13,633</u></b>

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