

SUTTON WOMEN'S AID LIMITED

REPORT AND FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 MARCH 2018

(Registered Charity Number 272981)

(Company Number 1286217)

THURSDAY



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SUTTON WOMEN'S AID LIMITED

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SUTTON WOMEN'S AID LIMITED
COMPANY INFORMATION

Trustees/Directors of the Company:	Position	Trustee	Director/ Trustee	Date Appointed
Mrs L Finn	Chair	✓	✓	
Mrs D Crisp	Secretary		✓	
Ms S Rose		✓	✓	
Ms S Stevens				

Company Secretary:
Registered Office:

Mrs D Crisp
Marden and Co
45 Nork Way
Holly Lane
Banstead
Surrey
United Kingdom
SM7 1PB

Contact Address:

Mrs L Finn
PO Box 351
Wallington
SM6 5UX

Registered Company Number:

1286217

Registered Charity Number:

272981

Bankers

Barclays
112 Woodcote Road
Wallington
Surrey
SM6 0NF

Independent Examiner:

W M Mieres FCCA
12 Graham Road
Mitcham
Surrey
CR4 2HA

SUTTON WOMEN'S AID LIMITED REPORT OF THE TRUSTEES

The Trustees present their report on the affairs of the Charitable Company (SWA) for the year ended 31 March 2018. The report explains the activities of the Charitable Company that have made a significant contribution to its purpose and provide public benefit.

A scheme of delegation is in place and day to day responsibility for the running of the Charitable Company rests with the Operational Manager, June Ferguson. The Operational Manager is responsible for operating within the framework of the policies, to ensure the Charitable Company delivers the services specified and achieves its key performance indicators. The Operational Manager is responsible for individual supervision of the staff team and ensuring that both the staff and the scheme volunteers continue to develop their skills and working procedures in line with best practice.

OBJECTIVES AND ACTIVITIES

The Charitable Company's objectives are to relieve the distress, poverty and suffering among women who have suffered from persistent maltreatment by the men with whom they are living or have been living and the children of such women in such manner as may seem fit to the Charitable Company and the principal activities are to:

- Provide a place of safety to women and their children fleeing violence and abuse by supplying accommodation and advice in a refuge.
- Provide an advice service to women and their children to both residents of the refuge and a telephone advice service to any women and men who experience domestic violence.

The main objectives and activities for the year continue to focus upon the promotion of working towards a zero tolerance of domestic violence. The strategies employed to assist the Charitable Company to meet these objectives include the following:

- State our purposes clearly and keep it relevant to current conditions.
- Be clear about the needs we intend to meet and how that may be achieved.
- Manage and budget resources effectively to do what we say we will do.
- Evaluate effectiveness of our work, tackle poor performance and respond to complaints fairly and promptly.
- Have clear procedures set out for those to whom we are accountable on how we will fulfil our responsibilities.
- Have a clear standard to which we work.
- Involve service users in any decision that may affect them.
- Have a process for direct access to the Management Committee.
- Working to applying national standards of the service and the implementation of locally based Domestic Violence Protocols.
- Belonging to local boroughs' Domestic Violence Forum to secure the widest range of services for our service users.

SUTTON WOMEN'S AID LIMITED REPORT OF THE TRUSTEES

STRUCTURE, GOVERNANCE and MANAGEMENT GOVERNING BODY

The organisation is a Charitable Company limited by guarantee and incorporated on 12 November 1976. The Charitable Company was established under a Memorandum of Articles which established its objects and powers and is governed under its Articles of Association. In the event of the Charitable Company being wound up members are required to contribute an amount not to exceed £50.

RECRUITMENT AND APPOINTMENT OF MANAGEMENT COMMITTEE

The Directors of the Charitable Company are also Trustees for the purposes of charity law and under the Company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles the members of the Management Committee are elected to serve for a period of one year after which they must be re-elected at the next Annual General Meeting.

After one year the Management Committee shall be elected from any individuals or representatives of the organisation who may be nominated or from the outgoing Committee and the existing women and workers using the Centre. The Management Committee will consist of not more than eight but not less than four persons.

The Committee shall have the power to co-opt members as necessary. Co-opted members shall have voting powers.

TRUSTEES' RECRUITMENT, INDUCTION AND TRAINING

SWA recruits trustees in a number of different ways:

- 1) Through the Sutton Centre for Volunteers Bureau.
- 2) Recommendations from existing Committee Members.
- 3) Nominations by staff and/or Ex-service users.

New Trustees are provided with a folder which contains a job description, an explanation of the duties of the Trustees and a copy of the Memorandum and Articles of Association. The folder lists the role, responsibilities and protocol for managing the charity.

SIGNIFICANT ACHIEVEMENTS CONTRIBUTING TO THE FULFILLMENT OF THE OBJECTIVES

The main areas of the charitable activities are the provision of ten residential refuge units (including a fully adapted for wheelchair user unit), counselling, advice and information. Aftercare is offered to service users to help maintain move on accommodation tenancies.

In January 2016 Sutton Women's Aid (SWA) commenced a 3-year contract with an option to extend for 1 further year for continuation of the running of SWA. SWA was also able to keep the Floating Support element, but this post is funded by Sutton Housing Partnership.

SUTTON WOMEN'S AID LIMITED REPORT OF THE TRUSTEES

The Exercise Facility built in the loft space of the main SWA house continues to offer exceptional opportunities for women to gain fitness and recover their mental health.

Christmas was a busy time and SWA felt privileged to be selected for a sixth year in a row to receive Christmas presents for both children and mothers in the refuge from a private school in Barnes.

In June 2016 SWA returned a second stage property to London Borough of Sutton (as had previously been agreed by Committee) reducing SWA to a 10-unit refuge.

The Big Lottery Reaching Communities Helping Hands Volunteering Project commenced in June 2013 and this Project continues to work well and meet its targets.

BENEFIT TO THE PUBLIC OF THE WORK AT SWA

Sutton Women's Aid (SWA) is the only refuge provision in the London Borough of Sutton and therefore provides an immediate place of safety for women and children fleeing domestic violence. It achieves this by providing accommodation in a main house (8 units) and one second stage flats (2 units). Within that total of 10 units of provision, SWA usually accommodates between 25-35 women and 30-40 children per year and these figures are a consistent average for SWA. However, the financial year ending March 2018 consisted of accommodating 28 women and 27 children.

SWA's Big Lottery Reaching Communities Helping Hands Project Unit collaboration with J4U relates to domestic violence survivors in Merton and Sutton in the community, as well as women and children being accommodated at SWA. The aim of the work is to recruit and train volunteers to port survivors of domestic violence (adults and children) in the community across the boroughs of Merton and Sutton to help reduce isolation and raise self-esteem. Another objective is to help volunteers themselves increase their skills and get back into employment. This project commenced in June 2013 and continues to do well.

Other benefits to the public are focused on providing quality work such as risk management, financial advice, housing advice, legal advice and specialist counselling.

DECISION MAKING

The constitution at SWA requires that we have a minimum of 4 meetings per year. Any changes to the operational Procedures and Policies would be taken to those meetings for approval by the Management Committee and Trustees. Once decisions are proposed and accepted by the Trustees/ Management Committee then responsibility is passed to the senior member of staff to ensure it gets administered on a day-to-day basis.

SUTTON WOMEN'S AID LIMITED REPORT OF THE TRUSTEES

FINANCIAL DECISIONS

Expenditure above £250 gets put before the Committee for approval and authorisation.

RELATIONSHIPS WITH OTHERS

More recently links have been established with Jigsaw4U, another voluntary sector organisation, and as already mentioned we have been running a successful Volunteering Project which involves volunteers working with survivors of domestic violence in the communities of both Sutton and Merton.

RESERVES POLICY

The Management Committee has examined the Charitable Company's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the Charitable Company should be two months' expenditure. The reserves are needed to meet the working capital requirements of the charity.

IDENTIFIED RISKS TO WHICH SWA IS EXPOSED

Funding and grant bodies tend to focus on fixed term funding for new projects as against providing funds to continue existing programmes. Sutton Women's Aid continues to sensitise funding bodies to such potential costs as part of full cost recovery pricing so as to ensure that these costs are correctly charged to the project to which they relate rather than burdening unrelated programmes of future years.

OTHER RISKS

The charity continues to review its procedures and policies to ensure that they are consistent with those best practices. In addition it continues to focus on the following major items:

Trustees, volunteers and staff are subject to enhanced DBS checks that are renewed every three years. A database has been set up to ensure DBSs do not expire.

SWA ensures that all staff and volunteers are properly trained, supported and supervised as they carry out their activities for Sutton Women's Aid.

Ensuring that proper procedure and controls are in place to be able to identify and action instances of alleged or suspected abuse that come to the attention of Sutton Women's Aid. A key element of the procedures is the ongoing training of all Trustees, staff and volunteers in the Safeguarding and Protection of Women and Children ensuring that internal control risks are minimized by following procedures that require all transactions to be correctly authorised and recorded in the accounts of the Charitable Company.

Ensuring the maintenance of adequate insurance cover for the scheme to provide cover for employees, Trustees and volunteers carrying out work for and on behalf of Sutton Women's Aid; this includes any claim resulting from alleged or actual abuse.

**SUTTON WOMEN'S AID LIMITED
REPORT OF THE TRUSTEES**

PLANS FOR FUTURE PERIODS

The Charitable Company plans continuing the activities outlined above in the forthcoming year subject to satisfactory funding.

The Business Plan drawn up for 2014-2018 continues to deliver its core services and concentrate on new initiatives that will help to develop and expand the organisation in a way that will provide service users and their children with a more holistic service in the future.

FINANCIAL REVIEW

The financial statements have been prepared in a format to comply with company and charity law. Significant figures can be summarised from the Statement of Financial Activities and the Balance sheet as follows:

Incoming Resources

Sutton Women's Aid Ltd receives a Strategic Partner Grant (SPG) from London Borough of Sutton which constitutes 48% of the total income; other grants make up a further 11%. Additional funding of 41% is from housing benefit. £30,386 was received from other resources.

Outgoing Resources

99% of outgoing resources were utilised for the direct charitable objectives of the Charitable Company and costs in support of that activity. 1% was utilised for the governance of the Charitable Company.

Restricted Funds

Sutton Women's Aid runs a number of projects with funding for each being accounted for separately as required by the Statement of Recommended Practice (SORP). A full schedule of the restricted funds controlled during the year is shown in the Financial Statements of the accounts for year end March 2018.

Details of some of the Restricted Funds:

Safer London Foundation

This funding is for two separate projects. One involves a Safety Planning Booklet for children across different age ranges including children with disabilities. This is currently work in progress and is nearing its completion.

BBC Children in Need

This project ended in March 2017 but continuation funding has been sought and SWA are awaiting the outcome of this funding application. Nikki Thomas, our Play/Development Worker is an experienced practitioner and provides excellent support for women and children.

SUTTON WOMEN'S AID LIMITED
REPORT OF THE TRUSTEES

ACCOUNTING AND REPORTING RESPONSIBILITIES

Company law requires the Directors or Trustees to prepare financial statement for each financial year, which gives a true and fair view of the state of affairs of the Charitable Company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure of the Charitable Company, for the financial year. In preparing these financial statements, the directors are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable United Kingdom accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charitable Company will continue in operation.

The Directors/Trustees are responsible for:

- keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charitable Company and which enable them to ensure the financial statements comply with the Companies Act 2006 and;
- safeguarding the assets of the Charitable Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Section 4 of the Charities Act 2006 requires that the Trustees pay due regard to the public benefit guidance published by the Charity Commission and have a duty to achieve the purposes of the Charitable Company. In setting the Charitable Company's objectives, planning its activities and reviewing all proposed activities the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit. In addition, the Trustees review and approve the annual budget and periodically review the financial performance and reports of the company to ensure that it is operating in a manner consistent with achieving its purposes. In addition the Trustees are of the opinion that the policies and procedures in place are sufficiently robust to ensure that the Charitable Company achieves its purpose.

This report has been prepared in accordance with the special provisions for small companies under part VII of the Companies Act 2006.

SUTTON WOMEN'S AID LIMITED
REPORT OF THE TRUSTEES

This report was approved by the Trustees on 17 December.....2018 and signed on their behalf by:

Chair: Linda Finn

Date:

17/12/18

L Finn

Finance Worker: Julie Jarratt

Date:

17/12/18

Julie Jarratt

SUTTON WOMEN'S AID LIMITED CHAIR'S REPORT

Sutton Women's Aid (SWA) is the only refuge provision in the London Borough of Sutton and therefore provides an immediate place of safety for women and children fleeing domestic violence. It achieves this by providing accommodation in a main house (8 units) and one second stage flat (2 units). One unit is fully adapted to meet the needs of women and or children with disabilities. SWA usually accommodates between 30-40 women and 30-40 children per year and these figures have been a consistent average for SWA. In 2017-18 SWA housed 19 women and 24 children. These figures are a reduction on previous years and may be attributed to changes to benefits, and entitlement to housing legislation. SWA has seen service users reside in the accommodation longer than 6 months which has provided children with more stability by reducing house and school moves. SWA also provides on-going support and advice to clients when they make the transition into the community.

SWA employs an Operational Manager June Baptiste to oversee service delivery. The primary objective of the organisation remains as working towards a zero tolerance of domestic violence and a commitment to alleviate the distress, poverty and suffering among women who have suffered maltreatment by the men with whom they are or have been living and the children of such women.

SWA entered into a renewed 3 year contract agreement with the London Borough of Sutton in January 2016 and also retained the Floating Support element of the service. The budget reduction associated with the procurement of the service continues to present SWA with financial challenges and requires prudent management. With rigorous and prudent management by Julie Jarrett SWA's finance worker have been effectively managed to provide the best support to residents. Our financial accounts again show that 99% of outgoing income was utilised for the charitable objectives of the company.

However, the organisation encounters continuing challenges. Service Utilisation continues to be an issue as staff strive to fill bed spaces. Staff continue to assess telephone referrals in line with a newly modified referral form, thoroughly assessing risks and the likelihood that SWA may receive rental income, consulting with the manager for final decision. SWA is dependent on this income generation in order that the organisation's financial viability is not jeopardised. This remains a difficult task for the organisation. Robust reporting to the committee will be required to enable efficient monitoring of this situation. In addition to this service delivery has also become increasingly challenging, particularly in terms of time required to support clients as women, children and young people are increasingly presenting with higher and more complex support needs.

SUTTON WOMEN'S AID LIMITED
CHAIR'S REPORT

2017/2018 has seen the service support three student social workers on placement from Kingston and Southbank Universities which provides a unique and essential opportunity for their professional development given that domestic abuse is one of the most prevalent causes for concern to child protection agencies. Staff work closely with the individual practice educators, rotating the role of workplace supervisor, preparing an Induction and work plan which incorporates training and activities. This gives the students opportunities to meet their Personal Capability Framework domains, knowledge and skills statement and inform their future practice when working with families in the community who are experiencing abuse

SWA has also had an initial meeting with Reed publishing to explore the possibilities relating to volunteer opportunities and possible future initiatives

SWA has had continuing success in providing external community based projects. SWA's Big Lottery Reaching Communities Helping Hands Project in collaboration with J4U has now concluded (July 2017). This project fulfilled its aims and objectives and was able to help in excess of 800 women and children over a four year period in relation to supporting domestic violence survivors in Merton and Sutton in the community, as well as women and children being accommodated at SWA.

Children residing in the refuge continued to be supported through BBC Children in Need funding through the role of Play/Development Worker to support children and their mothers. This role expired on 31st March 2017 but a new bid was successful in securing continuation funding.

Clinical Psychologist Dr. Roxane Agnew-Davies continued to provide psychological services to women and we appreciate her ongoing commitment to helping women deal with the impact of domestic violence.

The organisation has received small donations throughout the year for which we are immeasurable grateful. These donations have enabled the service to provide service users with basic daily needs such as toiletries and nappies. SWA also continues to be supported at Christmas by local faith groups, Chelsea fans and The Harrodians School which makes a tremendous difference to the lives of women and children at a time of year that can be difficult for families to manage.

We have also been fortunate to see Buttle UK fund at least one child per year. This year Buttle UK enabled one year of drama classes for an eight year old girl who had presented with very low self-esteem, emotional concerns and anxiety. Although the family moved into the community prior to completion her mother used the exercise facility and remains in contact with staff, updating them on her daughter's positive outcomes.

SWA has also procured the services of a weekly cleaner that not only enhances the physical appearance and health and safety of the communal areas but also contributes to the emotional well-being of the service users by reducing tension and disagreements over cleaning responsibilities. We are grateful to her for her commitment to the organisation and its service users.

SUTTON WOMEN'S AID LIMITED
CHAIR'S REPORT

SWA, although a small organisation continues to effectively deliver on the charities stated objectives and activities. This would not be possible without the continuing commitment and hard work of the staff as well as that of the trustees. I would like to thank all of you sincerely for your efforts and wish SWA and its staff success for the next year and to assure them they have the support of the committee in their endeavours to protect women and children from domestic abuse. The organisation is committed to supporting its staff members to access development opportunities mainly via LSCB and external training options which are assessed on a case by case basis in conjunction with the budget availability. Emergency First Aid at Work training was funded by SWA for all staff and delivered in house this year.

Again this year has confronted SWA with some considerable challenges especially in relation to income generation and finance management. As always I want to thank staff and our manager June Baptiste for all their hard work, professionalism and dedication over the year.

I would also like to thank all of our Trustees who give freely of their time and expertise throughout the year to support the organisation and support me. No doubt the next year will provide more challenges and successes but feel confident that together we will see further improvements and success within the organisation.

With many thanks.



Linda Finn
Chairperson

SUTTON WOMEN'S AID LIMITED
INDEPENDENT EXAMINER'S REPORT

To the trustees of Sutton Women's Aid Limited

I report on the accounts of the company for the year ended 31 March 2018 which are set out on pages 13 to 24.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The 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 needed. 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 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 statement 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 of the Companies Act 2006; and
- 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 and Reporting by Charities 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.


W M Mieres FCCA
12 Graham Road
Mitcham
Surrey
CR4 2HA

Date: 10/12/18

SUTTON WOMEN'S AID LIMITED

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR TO 31 MARCH 2018

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
INCOME AND ENDOWMENTS FROM:					
Donations and legacies		2,534	660	3,194	1,574
Investment income	3	409		409	801
Incoming Resources from charitable activities					
Grants	2	122,750	22,417	145,167	247,838
Rent Receivable		104,716		104,716	105,398
Charges to Restricted Funds					
Other incoming resources		4,365		4,365	14,519
Total Incoming Resources		234,774	23,077	257,851	370,130
EXPENDITURE OM Charitable activities					
Charitable Activities	4	212,968	61,961	274,929	381,343
Governance Costs	5	3,332		3,332	3,622
Total Resources Expended		216,300	61,961	278,261	384,965
Net Incoming/(Outgoing) resources before transfers		18,474	(38,884)	(20,410)	(14,835)
Net Movement in funds		18,474	(38,884)	(20,410)	(14,835)
Opening balance adjustment					43
Total funds brought forward		142,945	94,777	237,722	252,514
Total funds carried forward		161,419	55,893	217,312	237,722

SUTTON WOMEN'S AID LIMITED
BALANCE SHEET AT 31 MARCH 2018

	Notes	£	2018 £	£	2017 £
Fixed Assets					
Tangible Fixed Assets	9		15,234		24,695
Current Assets					
Debtors	10	3,651		11,541	
Cash at Bank and in hand		217,207		218,636	
		-----		-----	
		220,858		230,177	
Current Liabilities					
Creditors:					
Amounts falling due within one year	11	18,780		17,150	
		-----		-----	
Net Current Assets			202,078		213,027
			-----		-----
Total Assets less Current Liabilities			217,312		237,722
			=====		=====
Funds					
Unrestricted Income Fund	13		161,419		142,945
Restricted Income Funds	14		55,893		94,777
			-----		-----
			217,312		237,722
			=====		=====

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2018

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2018 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which 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 company as at the end of each financial year and of its profit or loss 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 company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Signed on behalf of the Trustees

Chair: Linda Finn

Linda Finn

Treasurer: Julie Jarratt

Julie Jarratt

Date:

17/12/18

Date:

17/12/18

SUTTON WOMEN'S AID LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 MARCH 2018

Note 1: Accounting Policies:

Basis of preparing the financial statements

The financial statement of the charitable company, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS102) 'Accounting and Reporting by charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)' Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 – reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland.

- The requirements of section 7 Statement of Cash Flows.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the will be received and the amount can be measured reliably.

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 costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on the basis of consistent with the use of resources.

Tangible Assets and Depreciation

They are valued at cost or, if gifted, at their value on receipt.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

House Improvements	- 25% straight line
Household Equipment	- 25% straight line
Cabin	- 25% straight line
Loft Gym	- 25% straight line
Office Equipment	- 25% straight line

Taxation

The charity is not liable to income or capital gains tax on its charitable activities.

Irrecoverable VAT is included in the asset cost or expense to which it relates.

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.

SUTTON WOMEN'S AID LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 MARCH 2018

Note 2 Grants	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
LBS				
- Strategic Partner Grant	227,466		227,466	223,301
Other income resources	4,365		4,365	14,519
Donations	2,534	660	3,194	1,574
Children in Need		22,417	22,417	21,113
Big Lottery				
- Reaching Communities				98,932
Caring Dads				9,890
	<u>234,365</u>	<u>23,077</u>	<u>257,442</u>	<u>369,329</u>

Note 3 Investment Income	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Bank Interest receivable	409		409	801
	<u>409</u>	<u></u>	<u>409</u>	<u>801</u>

SUTTON WOMEN'S AID LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 MARCH 2018

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Note 4 Costs of Charitable Activities				
Staff costs	113,668	38,238	151,906	205,640
Premises costs	39,804	544	40,348	66,032
Overheads	59,496	23,179	82,675	109,671
	-----	-----	-----	-----
	212,968	61,961	274,929	381,343
	=====	=====	=====	=====
Staff Costs				
Gross wages and salaries	101,252	33,540	134,792	179,227
Employers' NI	5,401	1,726	7,127	9,384
Pensions	645	22	667	1,964
Recruitment costs	6,205	55	6,260	6,504
Training	165	2,895	3,060	8,560
	-----	-----	-----	-----
	113,668	38,238	151,906	205,639
	=====	=====	=====	=====
Premises Costs				
Operating Lease Land & Buildings				
Rent & service charges	20,029	544	20,573	54,136
Rates & water rates	2,207		2,207	2,467
Light & heat	7,459		7,459	8,025
Repairs & maintenance	10,109		10,109	1,404
	-----	-----	-----	-----
	39,804	544	40,348	66,032
	=====	=====	=====	=====

SUTTON WOMEN'S AID LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 MARCH 2018

Note 4 (continued)

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Overheads				
Insurances	2,752		2,752	3,033
Membership fees	432		432	
Printing, postage & stationery	1,627	3,621	5,248	3,380
Telephone & fax	5,646	268	5,914	7,385
Children's social activities	1,508	2,184	3,692	3,525
Service users living costs	5,100		5,100	5,220
Office costs	4,639	661	5,300	7,082
Office equipment	307		307	3,645
Equipment rental	3,000		3,000	998
Payroll & Accountancy	12,602		12,602	4,614
Professional fees	2,600	240	2,840	15,538
Supervision costs	1,490	12,895	14,385	23,503
Promotion				400
Provisions	481		481	
Resources	1,476	67	1,543	4,545
Motor & travel costs	2,485	3,155	5,640	12,916
TV licence	451		451	447
CRB checks	343	88	431	996
Bank charges	196		196	169
Depreciation	12,361		12,361	12,275
	59,496	23,179	82,675	109,671

SUTTON WOMEN'S AID LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 MARCH 2018

Note 5 Governance Costs

	Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£	£
Accountancy fees	2,400		2,400	2,400
Independent examination	750		750	750
Trustee costs	182		182	472
	-----	-----	-----	-----
	3,332		3,332	3,622
	=====	=====	=====	=====

**Note 6 Net Incoming/(Outgoing) resources
for the year**

This is stated after charging:

	2018	2017
	£	£
Depreciation	12,362	12,275
Accountancy fees	2,400	2,400
Independent examination fees	750	750
	-----	-----
	15,512	15,425
	=====	=====

SUTTON WOMEN'S AID LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 MARCH 2018

Note 7 Staff costs and emoluments

	Mirage Project £	Community Fund £	Children In Need £	Comic Relief £	Reaching Communities £	Other Restricted £	Total 2018 £	Total 2017 £
Wages & Salaries			17,704		15,836		33,540	84,977
Employer's National Insurance			1,191		534		1,725	3,945
Pension			910		22		932	1,945
			<u>19,805</u>		<u>16,392</u>		<u>36,197</u>	<u>90,886</u>

The charity operates a personal pension scheme for its employees.

Particulars of employees:

The average number of employees during the year were as follows:

	2018	2017
Number of administrative staff - Full Time equivalent	6	5

No employee received emoluments of more than £60,000 during the year nil (2017 - nil)

Note 8 Trustees Remuneration

One of the trustees received consultancy fees of nil 2018 (2017 nil) in the year.

One of the trustees received travel fees of £182 2018 (2017 £472).

SUTTON WOMEN'S AID LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 MARCH 2018

Note 9 Fixed Assets

	House -hold Improve -ments Restricted £	House -hold Improve -ments Un Restricted £	House -hold Equip -ment £	Cabin £	Loft Gym £	Office Furniture £	Office Equipment Restricted £	Office Equipment Un Restricted £	Total £
Cost									
At 1 April 2017	18,013	26,500	14,378	20,013	18,196	812	1,368	4,860	104,140
Additions			1,297					1,603	2,900
At 31 March 2018	<u>18,013</u>	<u>26,500</u>	<u>15,675</u>	<u>20,013</u>	<u>18,196</u>	<u>812</u>	<u>1,368</u>	<u>6,463</u>	<u>107,040</u>
Depreciation									
At 1 April 2017	12,578	11,101	12,022	20,013	18,196	504	1,026	4,005	79,445
Charge for the year	4,503	5,133	1,454			203	342	726	12,361
At 31 March 2018	<u>17,081</u>	<u>16,234</u>	<u>13,476</u>	<u>20,013</u>	<u>18,196</u>	<u>707</u>	<u>1,368</u>	<u>4,731</u>	<u>91,806</u>
Net Book Value									
At 31 March 2018	<u>932</u>	<u>10,266</u>	<u>2,199</u>			<u>105</u>		<u>1,732</u>	<u>15,234</u>
At 31 March 2017	<u>5,435</u>	<u>15,399</u>	<u>2,356</u>			<u>308</u>	<u>342</u>	<u>855</u>	<u>24,695</u>

Note 10 Debtors

	2018 £	2017 £
Other debtors – rent receivable	3,102	11,376
Prepayments	549	165
	<u>3,651</u>	<u>11,541</u>

SUTTON WOMEN'S AID LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 MARCH 2018

Note 11 Creditors: amounts falling due within one year

	2018	2017
	£	£
Creditors	10,229	12,535
Other Creditors	5,401	3,295
Accruals	3,150	1,320
	-----	-----
	18,780	17,150
	=====	=====

Note 12 Commitments under Operating Leases

At 31 March 2018 the company had annual commitments under non-cancellable leases as set out below

Land and Buildings	2018	2017
	£	£
Operating Leases which expire within 2 - 5 years	11,500	11,500
	=====	=====

Note 13 Unrestricted Income Funds

	Balance at 1 April 2017	Net Incoming Resources	Transfers	Balance at 31 March 2018
	£	£	£	£
Designated Fund	94,777	(41,044)		53,733
General Fund	142,946	20,633		163,579
	-----	-----	-----	-----
	237,723	20,411	=====	217,312
	=====	=====	=====	=====

SUTTON WOMEN'S AID LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 MARCH 2018

	Balance At 1 April 2017 £	Incoming Resources £	Outgoing Resources £	Balance At 31 March 2018 £
Note 14 Restricted Funds				
Children in Need	4,278	23,077	21,913	5,442
Sutton Grief & Loss Groups	6,662			6,662
Parenting	4,935			4,935
Safer London Foundation	3,807		3,507	300
Undistributable Reserve	9,938			9,938
Big Lottery	55,209		38,701	16,508
Caring Dads	9,890			9,890
Child Contact	58			58
	-----	-----	-----	-----
	94,777	23,077	64,121	53,733
	=====	=====	=====	=====

SUTTON WOMEN'S AID LIMITED
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 MARCH 2018

Note 15 Analysis of net assets between funds

	Unrestricted Income Funds £	Restricted Income Funds £	Total Funds £
Tangible Fixed Assets	14,302	932	15,234
Net Current Assets	149,277	52,801	202,078
	-----	-----	-----
	163,579	53,733	217,312
	=====	=====	=====

Note 16 APB Ethical Standards

In common with many other charities of our size and nature, an independent qualified accountant was engaged to assist with the preparation of the financial statements.

Note 17 Related party Transactions

The trustees were not reimbursed for expenses incurred by them for services provided to the Charitable Company.

Note 18 Company Limited by Guarantee

The company is a registered charity limited by guarantee and has no share capital. Each member of the Charitable Company undertakes to contribute to the assets of the Charitable Company in the event of the same being wound up while he/she is a member, for the payment of the debts and liabilities of the company contracted before he/she ceases to be a member and of the costs, charges and expenses of winding up, and for the adjustment of the rights of contributories amongst themselves; such amount as may be required not exceeding £50.