

COLCHESTER AND TENDRING WOMEN'S REFUGE

**DIRECTORS' AND TRUSTEES' REPORT
AND ACCOUNTS**

FOR THE YEAR ENDED 31ST MARCH 2014

**Company No: 02266883
Charity No: 1058295**

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COLCHESTER AND TENDRING WOMEN'S REFUGE

REPORT AND ACCOUNTS

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COLCHESTER AND TENDRING WOMEN'S REFUGE

OFFICERS AND FINANCIAL ADVISORS

Directors	Dr J Freeman	- Chair
	N C McNichols	- Treasurer
	J Powell	
	C Rhatigan	
Secretary	J Powell	
Senior Management Team	C Robinson	- Executive Director
	D Taylor	- Finance Manager
	K Lee	- Children's Services Manager
	J Clifford	- Women's Services Manager
Company Number	02266883	
Charity Number	1058295	
Registered Office	P.O. Box 40 Colchester Essex CO1 2XJ	
Auditors	Ramon Lee & Partners Kemp House 152/160 City Road London EC1V 2DW	
Bankers	National Westminster Bank Plc. 25 High Street Colchester Essex CO1 1DG	

COLCHESTER AND TENDRING WOMEN'S REFUGE

DIRECTORS' AND TRUSTEES' REPORT

FOR THE YEAR ENDED 31ST MARCH 2014

The Directors and Trustees present their report and audited accounts for the year ended 31st March 2014.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's Memorandum and Articles of Association, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in March 2005.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Colchester and Tendring Women's Refuge is registered as a company limited by guarantee and not having share capital. Its operations are governed by its memorandum and articles of association (M&AA).

The company was incorporated on 13th June 1988 and registered as a charity on 26th September 1996. The charity registration number is 1058295 and the company registration number is 02266883.

Appointment of trustees

As set out in the Articles of Association the chair of Trustees (who are also directors of Colchester Tendring Women's Refuge for the purposes of company law) is nominated by Colchester & Tendring Women's Refuge.

The Trustees in office in the year are set out on page 2. The Trustees have no beneficial interest in the company other than as members. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up. The Board has the power to appoint additional Directors.

Trustee induction and training

The Trustees maintain a good working knowledge of charity and company law and best practise by attendance at charity and company courses run by outside providers. New Trustees are given copies of the memorandum and Articles of association and an induction folder and are encouraged to attend external courses.

Organisation

The Charity's staff team comprises front line workers who report to their line managers (see page 2) who, in turn report to the refuge director. The refuge director reports to the Board of Trustees.

Related Parties

The charity works closely with other similar organisations in the local area in pursuit of its charitable objects. None of the Trustees are trustees of these other organisations.

Risk management

The Directors have identified the major risks to which the Charity is exposed and consider that the systems in place are adequate to mitigate those risks.

Public Benefit statement

The Trustees consider that they have complied with Section 17 of the Charities Act 2011 with regard to the guidance on public benefit published by the Charity Commission and we hope that this will be apparent as we set out below some of our key achievements for the year.

OBJECTIVES AND ACTIVITIES

The company's principal activity is to support women, together with their accompanying children, who have suffered domestic abuse. We offer crisis accommodation and outreach support to help them make independent decisions about their futures.

The role and contribution of volunteers

There are twenty-six volunteers who support the work of the paid staff both at the refuge and the women's resource centre offering various roles within the charity.

COLCHESTER AND TENDRING WOMEN'S REFUGE

DIRECTORS' AND TRUSTEES' REPORT (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2014

Strategies for achieving charity's objectives

The strategies employed to achieve the charity's objectives are:

- To continue to manage change within CTWR, positioning it to meet changing demands of its clients and its funders whilst remaining committed to core principles;
- To continue to offer and develop a range of services available to women and children resident at the refuge;
- To continue to offer outreach services in the community and through our drop-in centre;
- To further develop the children's services to include early intervention, support and counselling;
- To continue to develop partnership working with other agencies to meet the needs of our service users and continue interagency work at local and county level;
- To ensure that all current services and the development of future services is influenced by the needs and views of our service users;
- To develop training and support for women, especially in parenting and life skills;
- To develop means of promoting knowledge and understanding of domestic violence within the wider community;
- To ensure CTWR has an effective governance structure to enable CTWR to carry out its aims and objectives;
- To participate in Essex Women's Aid, a consortium of Essex Women's Refuges.

ACHIEVEMENTS AND PERFORMANCE

- Provided accommodation to 96 women and 152 children who benefitted from a wide range of services which contributed to their empowerment, recovery and progression towards independent living.
- Continued to provide outreach services for women at risk of domestic violence and abuse in Colchester and Tendring. We received over 750 enquiries during the year, 72% of which were requests for 1:1 support. We also offered a number of self-empowerment programmes for groups.
- We provided 15 hours per week of Ofsted registered pre-school education for residents children aged 2-4 years and provided 4 x weekly after school activities for children aged 5+.
- We successfully brought together our outreach and welfare departments into a single Women's Services Department which has increased our effectiveness.
- We continued to offer a range of training programmes for public sector and outside agencies to widen understanding of domestic violence and abuse and the services the refuge offers.
- Located a staff member in the Multi Agency Support Services Team based at police HQ in Chelmsford to support a county wide approach to safeguarding for high risk cases.

FINANCIAL REVIEW

The Statement of financial Activities showed a net surplus of £43,971 (2013 – deficit £1,578) for the year and reserves stand at £470,342 (2013 - £426,371).

Principal Funding Source

Principal funding came from Supporting People and Housing Benefit.

The expenditure in the year supported the key charity objectives by enabling the refuge to provide safe and comfortable crisis accommodation to women and their children and the support and resource they need to make independent decisions about their future.

Investment powers and policy

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the trustees wish.

COLCHESTER AND TENDRING WOMEN'S REFUGE

DIRECTORS' AND TRUSTEES' REPORT (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2014

Reserves policy

The Directors consider it prudent to maintain an adequate level of unrestricted funds to cover the Charities contractual commitments and ideally would like these to be at a minimum level of between 3 and 6 months annual expenditure. The Directors consider that the Charities reserves will enhance the services provided and provide financial security for the future. The reserves held in unrestricted funds, which have not been designated, at the 31st March 2014 were £178,135.

Charitable and political donations

During the year the company made no political or charitable donations.

FUTURE PLANS AND DEVELOPMENTS

- To continue to provide excellent quality Refuge accommodation for women and their children fleeing domestic violence and abuse.
- Develop our work with health providers to identify and signpost individuals who need help through domestic abuse.
- To continue to provide high quality care and pre-school education for children affected by domestic abuse and extend services to children being resettled in the community after being in refuge.
- To work with local authority and police and crime commissioners in shaping future services and ensure that the organisation is able to respond to future demands, financially, professionally and strategically.
- Build capacity in outreach and other departments.
- Strengthen work around peer support and the engagement of the people who use our services to ensure that we continue to provide user-centred effective services.

STATEMENT OF DIRECTORS AND TRUSTEES' RESPONSIBILITIES

The Trustees (who are also directors of Colchester Tendring Women's Refuge for the purposes of company law) are responsible for preparing the preparing the Annual Report and the financial statements in accordance with applicable law and regulation.

Company law requires the Directors to prepare financial statements for each financial year. Under that law the Directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its income and expenditure for that period. 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 judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

COLCHESTER AND TENDRING WOMEN'S REFUGE
DIRECTORS' AND TRUSTEES' REPORT (Cont/d)
FOR THE YEAR ENDED 31ST MARCH 2014

STATEMENT OF DISCLOSURE TO AUDITORS

So far as the Directors are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the Directors have taken all the necessary steps that we ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

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

APPROVED BY THE BOARD AND SIGNED ON ITS BEHALF BY:

J POWELL
SECRETARY

11th September 2014

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF COLCHESTER AND TENDRING WOMEN'S REFUGE

We have audited the financial statements of Colchester & Tendring Women's Refuge for the year ended 31st March 2014 on which comprise: the Statement of Financial Activities (Summary Income and Expenditure Account), Balance Sheet and related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This auditor's report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume any responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITORS

As explained more fully in the Trustees' Responsibilities Statement set out on page 5, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Directors' and Trustees' report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

OPINION ON THE FINANCIAL STATEMENTS

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2014 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

OPINION ON THE OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Directors' and Trustees' report.

**DAVID TERRY (Senior Statutory Auditor)
for and on behalf of RAMON LEE & PARTNERS
CHARTERED ACCOUNTANTS
STATUTORY AUDITOR**

**KEMP HOUSE
152/160 CITY ROAD
LONDON EC1V 2DW**

11th September 2014

COLCHESTER AND TENDRING WOMEN'S REFUGE

STATEMENT OF FINANCIAL ACTIVITIES SUMMARY INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31ST MARCH 2014

	<u>Notes</u>	<u>UNRESTRICTED FUNDS</u>			<u>2014</u> £	<u>2013</u> £
		<u>General Funds</u> £	<u>Designated Funds</u> £	<u>Restricted Funds</u> £		
Incoming resources						
<i>Incoming resources from generating funds:</i>						
<i>Voluntary income:</i>						
Donations & gifts	2	12,887	-	-	12,887	23,437
<i>Investment income:</i>						
Bank interest		3,300	-	-	3,300	2,624
<i>Activities for generating funds:</i>						
Training		3,050	-	-	3,050	2,520
<i>Incoming resources from charitable activities:</i>						
Grants & contracts	3	236,879	-	299,242	536,121	509,138
Accommodation charges		226,436	-	-	226,436	217,043
Machine charges and other income		4,322	-	-	4,322	4,287
Total incoming resources		<u>486,874</u>	<u>-</u>	<u>299,242</u>	<u>786,116</u>	<u>759,049</u>
Resources expended	4					
<i>Charitable activities</i>		459,899	5,455	324,612	789,966	745,922
<i>Governance costs</i>		6,179	-	-	6,179	6,705
Total resources expended		<u>466,078</u>	<u>5,455</u>	<u>324,612</u>	<u>796,145</u>	<u>752,627</u>
Net incoming/(outgoing) resources before transfers		20,796	(5,455)	(25,370)	(10,029)	6,422
Transfers between funds	13	(88,455)	88,455	-	-	-
Net income/(expenditure) for the year before other recognised gains and losses		(67,659)	83,000	(25,370)	(10,029)	6,422
Other gains and (losses)						
Actuarial gains and (losses) on defined benefit scheme	7	54,000	-	-	54,000	(8,000)
Net movement in funds		(13,659)	83,000	(25,370)	43,971	(1,578)
<i>Reconciliation of funds</i>						
Total funds, brought forward		191,794	149,000	85,577	426,371	427,949
Total funds, carried forward		<u>178,135</u>	<u>232,000</u>	<u>60,207</u>	<u>470,342</u>	<u>426,371</u>

The Statement of Financial Activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

CONTINUING OPERATIONS

None of the company's activities were acquired or discontinued during the above financial periods.

TOTAL RECOGNISED GAINS AND LOSSES

The company has no recognised gains or losses other than the above movement in funds for the above financial periods.

The notes on pages 10 to 18 form part of these accounts.

COLCHESTER AND TENDRING WOMEN'S REFUGE

BALANCE SHEET AS AT 31ST MARCH 2014

	<u>Notes</u>	<u>2014</u>	<u>2013</u>
		£	£
FIXED ASSETS			
Tangible fixed assets	8	187,128	190,121
CURRENT ASSETS			
Debtors	9	16,231	23,855
Cash at bank and in hand		465,813	424,540
		<u>482,044</u>	<u>448,395</u>
CREDITORS: amounts falling due within one year	10	(87,783)	(67,180)
Pension liability	7	(65,000)	-
		<u>(152,783)</u>	<u>(67,180)</u>
NET CURRENT ASSETS		329,261	381,215
CREDITORS: amounts falling due after more than one year	11	(46,047)	(47,965)
Total net assets excluding pension liability		<u>470,342</u>	<u>523,371</u>
Provision for pension liability	7	-	(97,000)
Total net assets including pension liability		<u><u>470,342</u></u>	<u><u>426,371</u></u>
FUNDS			
Unrestricted funds:			
General funds	13	178,135	191,794
Designated funds	13	232,000	149,000
Restricted funds	13	60,207	85,577
		<u><u>470,342</u></u>	<u><u>426,371</u></u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These accounts were approved by the Board of Directors and Trustees on 15th September 2014 and were signed on its behalf by:

.....J. P. Freeman..... Dr J FREEMAN

Company Registration No. 02266883

The notes on pages 10 to 18 form part of these accounts.

COLCHESTER AND TENDRING WOMEN'S REFUGE

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2014

1. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

1.1 Basis of preparation of accounts

The financial statements have been prepared under the historical cost convention and the Financial Reporting Standard for Smaller Entities (effective April 2008) and have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2005) issued in March 2005, applicable UK Accounting Standards and the Companies Act 2006. The principal accounting policies adopted in the preparation of the financial statements are set out below.

1.2 Incoming resources

Voluntary income including donations, gifts and legacies and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Grants received as a contribution towards the purchase of capital equipment are taken to the Statement of Financial Activities in the period in which they are received.

Investment income is recognised on a receivable basis.

Incoming resources from charitable trading activity are accounted for when earned.

1.3 Volunteers and donated services and facilities

The value of services provided by volunteers is not incorporated into these financial statements. Further details of the contribution made by volunteers can be found in the trustee's annual report.

Where services are provided to the charity as a donation that would normally be purchased from our suppliers, this contribution is included in the financial statements at an estimated based on the value of the contribution to the charity. There were no such donations during the year.

1.4 Irrecoverable VAT

All resources expended are classified under activity heading that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

1.5 Taxation

The Charity is a registered charity and, therefore, is not liable for Income Tax or Corporation Tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

COLCHESTER AND TENDRING WOMEN'S REFUGE

NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2014

1.6 Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Computer equipment	-	25% per annum on cost
Fixtures and fittings	-	25% per annum on cost
Motor vehicles	-	33 1/3% per annum on cost
Freehold property	-	2% per annum on cost
Freehold improvements	-	10% per annum on cost

1.7 Resources expended

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods or services are supplied. Other grant payments are recognised when a constructive obligation arises that result in the payment being unavoidable.

- Costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.
- Charitable activities include expenditure associated with the main objectives of the charity and include both the direct costs and support costs relating to these activities.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.
- Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of the resources, e.g. staff costs by the time spent and other costs by their usage, or transactions.

1.8 Pensions

The pension costs charged in the accounts represents the contributions payable by the charity during the year in accordance with FRS17. The details of the scheme are given in Note 7 to the accounts.

1.9 Funds structure

The general fund comprises those monies, which may be used toward meeting the charitable objectives of the company at the discretion of the Board.

The designated funds are monies set aside out of general funds and designated for specific purposes by the Board.

The restricted funds are monies raised for, and their use restricted to a specific purpose or donations subject to donor imposed conditions.

COLCHESTER AND TENDRING WOMEN'S REFUGE

NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2014

2. DONATIONS

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2014</u>	<u>2013</u>
	£	£	£	£
Recycling textiles	1,340	-	1,340	1,718
Donations	11,547	-	11,547	21,719
	<u>12,887</u>	<u>-</u>	<u>12,887</u>	<u>23,437</u>

3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

Grants receivable and other charitable income is shown at the agreed level of funding for the year 2013/2014 as under:

	<u>General</u>	<u>Restricted</u>	<u>2014</u>	<u>2013</u>
	<u>Funds</u>	<u>Funds</u>	£	£
	£	£		
Refuge:				
Colchester Borough Council	7,738	-	7,738	13,587
Essex County Council - Supporting People	195,014	-	195,014	195,014
Essex County Council - Floating Support	34,127	-	34,127	34,127
Lloyds TSB	-	6,310	6,310	-
Police and Crime Commissioner	-	11,264	11,264	-
Outreach:				
Big Lottery Fund	-	48,381	48,381	36,124
Colchester Borough Council - Housing Dept.	-	17,373	17,373	17,032
Tendring District Council - Housing Dept.	-	24,763	24,763	24,763
North East Essex PCT	-	37,762	37,762	37,022
North East Essex PCT - outreach worker	-	24,749	24,749	25,164
RSL Project	-	2,792	2,792	-
Childcare:				
BBC Children in Need	-	32,987	32,987	29,510
Essex County Council - ECM	-	28,908	28,908	44,903
Essex County Council - Family Wellbeing	-	24,624	24,624	25,492
Essex County Council - Support for children	-	12,229	12,229	-
The Henry Smith Charity	-	27,100	27,100	26,400
	<u>236,879</u>	<u>299,242</u>	<u>536,121</u>	<u>509,138</u>

COLCHESTER AND TENDRING WOMEN'S REFUGE

NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2014

4. RESOURCES EXPENDED

	<u>Basis of allocation</u>	<u>Refuge</u> £	<u>Outreach</u> £	<u>Childwork</u> £	<u>Governance</u> £	<u>2014</u> £	<u>2013</u> £
Costs directly allocated to activities:							
Staff costs	Direct	176,809	111,820	109,849	200	398,677	375,993
Provision for pension liability	Direct	1,000	-	-	-	1,000	1,000
Recruitment and promotion	Direct	5,264	3,860	3,281	-	12,405	15,113
Professional fees	Direct	4,118	17,039	1,743	-	22,900	24,176
Travel and motor expenses	Direct	4,995	8,586	1,960	329	15,870	15,391
Premises	Floor area	111,006	8,403	7,286	-	126,695	120,823
Other direct project costs	Direct	2,070	1,554	1,584	-	5,208	5,873
Audit	Direct	-	-	-	5,040	5,040	5,040
General meeting expenses	Direct	-	-	-	-	-	47
Support costs allocated to activities:							
Premises	Floor area	18,314	1,463	1,176	-	20,953	20,897
General and office finance staff	Staff time	96,021	4,837	20,375	29	121,262	110,897
Communications	Direct	7,778	4,523	1,707	436	14,444	17,881
Pension finance charge	Direct	2,000	-	-	-	2,000	2,000
Pension settlement and curtailment	Direct	19,000	-	-	-	19,000	-
I.T costs	Direct	5,453	2,771	3,490	145	11,859	13,744
Depreciation	Usage	13,997	1,653	61	-	15,711	20,620
Bad debts	Direct	3,121	-	-	-	3,121	3,132
		<u>470,947</u>	<u>166,508</u>	<u>152,512</u>	<u>6,179</u>	<u>796,145</u>	<u>752,627</u>

5. NET INCOMING RESOURCES

Net incoming resources are shown after charging:

	<u>2014</u> £	<u>2013</u> £
Depreciation of tangible fixed assets	15,711	20,620
Auditors' remuneration	<u>5,040</u>	<u>5,040</u>

6. DIRECTORS AND EMPLOYEES

STAFF COSTS

	<u>2014</u> £	<u>2013</u> £
Salaries	460,865	433,320
National Insurance	33,379	31,221
Pension costs	9,046	6,607
	<u>503,290</u>	<u>471,148</u>

Pension benefits are accruing under defined benefit scheme for one of the company's employee as detailed in note 7.

Payments to defined contribution scheme in the year totalled £4,411. The assets of the scheme are held separately from those of the company in an independently administered fund.

There were no employees whose annual emoluments were £60,000 or more.

As a charity, no director received any remuneration in the year (2013 - £nil).

The average weekly full time number of staff employed by the charity during the period was as follows:

	<u>2014</u>	<u>2013</u>
Direct charitable work	17	17
Administrative work	3	3

COLCHESTER AND TENDRING WOMEN'S REFUGE

NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2014

7. DEFINED BENEFIT PENSION SCHEME

The Colchester and Tendring Women's Refuge participates in a defined benefit scheme operated by Essex County Council under the Local Government Pension Scheme (LGPS which ceased on 31st March 2014). The LGPS is a defined benefit statutory scheme administered in accordance with the Local Government Pension Scheme Regulations 2007/8, as amended.

The contributions are determined by a qualified actuary on the basis of triennial valuations using the projected unit method. The most recent valuation was at 31st March 2014 which has been updated to reflect conditions at the balance sheet date. The assumptions that have the most significant effect on the results of the valuation are those relating to the rate of return on investments and the rate of increase in salaries and pensions. It was assumed that the investment returns would be 9.21% (2013 – 5.4%) per year.

In producing the calculations the actuary has adopted an RPI assumption of 3.6%. As future pension increases are based on CPI rather than RPI, a further assumption has been made in that CPI will be 0.8% per annum below RPI, i.e. 2.8%.

The pension charge for the year (including deficit payments) in respect of the defined benefit scheme was £12,561 (2013 - £11,902).

The final liability shown on the balance sheet as at 31 March 2014 is based on the results of the cessation valuation carried out by a qualified actuary at that date.

Where the employer is ceasing to exist and no other employer is available to underwrite any shortfall in actual equity returns compared to what was anticipated, the appropriate approach is to determine the value of liabilities on a "minimum risk" basis using gilt yields as the discount rate.

The scheme is closed to new members.

Set out below is the scheme liabilities and movements in the year.

Value of scheme assets and liabilities:

	<u>2014</u> £	<u>2013</u> £
Market value of scheme assets	-	183,000
Present value of scheme liabilities	(65,000)	(280,000)
Net pension scheme liability	<u>(65,000)</u>	<u>(97,000)</u>

Movements in the year:

	<u>2014</u> £	<u>2013</u> £
Pension scheme surplus/(deficit) at the beginning of the period	(97,000)	(86,000)
Current service cost	(11,000)	(10,000)
Employer contributions	10,000	9,000
Unfunded pension payments	-	-
Past service cost	-	-
Other finance income	(2,000)	(2,000)
Settlements and curtailments	(19,000)	-
Actuarial gains/(losses)	54,000	(8,000)
Pension scheme surplus/(deficit) at the end of the period	<u>(65,000)</u>	<u>(97,000)</u>

COLCHESTER AND TENDRING WOMEN'S REFUGE

NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2014

8. TANGIBLE FIXED ASSETS

	<u>2014</u>	<u>2013</u>
	£	£
NET BOOK VALUES		
Fixtures and equipment	38,339	35,288
Toys and play equipment	3,806	5,688
Motor vehicle	-	-
Freehold property	140,850	143,980
Freehold improvements	4,133	5,165
	<u>187,128</u>	<u>190,121</u>

MOVEMENTS IN YEAR

Cost or valuation	<u>Opening Balances</u>	<u>Additions</u>	<u>Disposals</u>	<u>Closing Balances</u>
	£	£	£	£
Fixtures and equipment	196,433	12,236	(19,144)	189,525
Toys and play equipment	37,588	584	-	38,172
Motor vehicle	5,000	-	-	5,000
Freehold property	156,500	-	-	156,500
Freehold improvements	10,321	-	-	10,321
	<u>405,842</u>	<u>12,820</u>	<u>(19,144)</u>	<u>399,518</u>

Depreciation	<u>Opening Balances</u>	<u>Charge For Year</u>	<u>Disposals</u>	<u>Closing Balances</u>
	£	£	£	£
Fixtures and equipment	161,145	9,083	(19,042)	151,186
Toys and play equipment	31,900	2,466	-	34,366
Motor vehicle	5,000	-	-	5,000
Freehold property	12,520	3,130	-	15,650
Freehold improvements	5,156	1,032	-	6,188
	<u>215,721</u>	<u>15,711</u>	<u>(19,042)</u>	<u>212,390</u>

9. DEBTORS

	<u>2014</u>	<u>2013</u>
	£	£
Accrued income	5,022	9,642
Trade debtors	2,082	5,296
Sundry debtors and prepayments	9,127	8,917
	<u>16,231</u>	<u>23,855</u>

10. CREDITORS: amounts falling due within one year

	<u>2014</u>	<u>2013</u>
	£	£
Deferred income (note 16)	68,699	51,446
Trade creditors	0	5,226
Sundry creditors and accruals	17,284	8,751
Mortgage Loan	1,800	1,757
	<u>87,783</u>	<u>67,180</u>

COLCHESTER AND TENDRING WOMEN'S REFUGE

NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2014

11. CREDITORS: amounts falling due after one year

	<u>2014</u> £	<u>2013</u> £
Mortgage Loan	46,047	47,965

An original loan facility of £56,500 was provided by The Charity Bank Limited. This facility is repayable over 20 years and is secured on the freehold building at 35 East Street, Colchester.

12. SHARE CAPITAL

The company is limited by guarantee and does not have a share capital divided by shares.

13. MOVEMENTS IN FUNDS

	<u>Balance at</u> <u>01.04.13</u> £	<u>Income</u> £	<u>Expenditure</u> £	<u>Transfers /</u> <u>other gains /</u> <u>(losses)</u> £	<u>Balance at</u> <u>31.03.14</u> £
Restricted funds:					
Refuge:					
Big Lottery Fund - capital grant	7,315	-	778	-	6,537
Colchester Borough Council	5,000	-	1,224	-	3,776
EDF Energy Trust	112	-	112	-	-
Fowler Smith & Jones	975	-	975	-	-
Lloyds TSB	-	6,310	6,310	-	-
Police and Crime Commissioner	-	11,264	11,264	-	-
Various funding for new refuge	1,819	-	1,819	-	-
Outreach:					
Awards for All - capital grant	760	-	760	-	-
Big Lottery Fund	267	48,381	48,430	-	218
Big Lottery Fund - capital grant	2,541	-	352	-	2,189
Colchester Borough Council - property	9,200	-	9,200	-	-
CBC/Tendring District Council	12,993	42,136	42,262	-	12,867
Essex Com. Foundation - Acorn Fund	1,028	-	1,028	-	-
North East Essex PCT	6,826	37,762	35,756	-	8,832
North East Essex NHS - outreach worker	3,964	24,749	24,778	-	3,935
North East Essex PCT - resource centre	2,908	-	547	-	2,361
RSL Project	-	2,792	2,792	-	-
Childcare:					
BBC Children in Need	2,959	32,987	33,180	-	2,766
Essex County Council - ECT	901	-	901	-	-
Essex County Council - EYCS	-	28,908	27,736	-	1,172
Essex County Council - FIF	14,908	24,624	27,926	-	11,606
Essex County Council - FIF2	-	12,229	12,229	-	-
Having a Heart	477	-	477	-	-
The Henry Smith Charity	2,395	27,100	25,547	-	3,948
North East Essex PCT - Children's Dept	8,229	-	8,229	-	-
	<u>85,577</u>	<u>299,242</u>	<u>324,612</u>	<u>-</u>	<u>60,207</u>
Unrestricted funds:					
Designated funds					
Staff contingencies fund	99,000	-	-	18,000	117,000
Building maintenance fund	20,000	-	5,455	5,455	20,000
Fixed asset replacement fund	30,000	-	-	-	30,000
Pension repayment fund	-	-	-	65,000	65,000
	<u>149,000</u>	<u>-</u>	<u>5,455</u>	<u>88,455</u>	<u>232,000</u>
General funds	<u>191,794</u>	<u>540,874</u>	<u>466,078</u>	<u>(88,455)</u>	<u>178,135</u>
Total unrestricted funds	<u>340,794</u>	<u>540,874</u>	<u>471,533</u>	<u>-</u>	<u>410,135</u>
Total funds	<u>426,371</u>	<u>840,116</u>	<u>796,145</u>	<u>-</u>	<u>470,342</u>

COLCHESTER AND TENDRING WOMEN'S REFUGE

NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2014

RESTRICTED FUNDS

The funding for individual projects included in restricted funds is detailed below:

REFUGE

Colchester Borough Council – Capital funding for the purchase of storage heaters. The balance carried forward represents underappreciated costs.

EDF Energy Trust – Capital funding for the purchase of a laptop for the floating support worker.

Fowler Smith & Jones – Capital grant towards the purchase of CCTV equipment and flooring for the Outreach Centre.

Lloyds TSB Foundation – funding towards the salary and on costs of a part-time Volunteer Co-ordinator and contribution to volunteer expenses. Three years funding ceases in July 2016.

Police and Crime Commissioner – Funding to support projects and activities that will assist the Police and Crime Commissioner achieve his wider community safety priorities. Funding ceases in September 2014.

OUTREACH

Awards for All – capital funding for small items of equipment for the Resource Centre.

Big Lottery Fund – Grant of £290,665 awarded over five years to fully fund the salary of one new full-time outreach worker and partly fund one existing part-time administrator.

Big Lottery Fund – Capital funding for the purchase of office equipment. The balance carried forward represents undepreciated costs.

Colchester Borough Council – capital funding of £10,000 towards the purchase of the Resource Centre.

CBC / Tendring District Council – Fund for the outreach project. This funding was combined with the funding received from Colchester Borough Council to fund for an outreach worker.

Essex Community Foundation – Acorn Fund – funding to run a Women's Intervention Support Programme for women affected by domestic violence.

North East Essex PCT – Funding for the Outreach and Drop-in Support Service across North East Essex area. This funding ceased in March 2014.

North East Essex NHS – Funding received for further Outreach Worker to respond to women referred to Outreach Service in the North East Essex area. This funding ceased in March 2014.

North East Essex PCT – Resource Centre – capital funding for new equipment for the Resource Centre. The balance carried forward represents undepreciated costs.

RSL Project – Funding from Colchester Borough Council for a part-time Outreach worker to act as a liason between CTWR and social Housing.

CHILDCARE

BBC Children in Need – The grant received for the salary of the Children's Service Manager and associated costs. This funding ceases in December 2015.

Essex County Council EYCS – To provide funding in employing 2 part time children's worker. Funding ceased in March 2014.

Essex County Council FIF – Funding for the Family Wellbeing Project.

Essex County Council FIF2 – Funding to support children and young people living in refuges.

Having a Heart – £840 received to purchase a laptop.

The Henry Smith Charity – 3 year funding for a children's support worker ending 31st March 2014.

North East Essex PCT – capital funding of £19,000 for play equipment for the children's department.

COLCHESTER AND TENDRING WOMEN'S REFUGE

NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2014

DESIGNATED FUNDS

The **staff contingencies fund** represents monies designated by the Trustees to cover the Charity's contractual commitment for staff redundancy, maternity, sick pay, conditions of service and legal advice.

The **fixed asset replacement fund** is in respect of furniture, fitting and equipment needed for Refuge Services.

The **building maintenance fund** represents monies put aside to cover external repairs to the premises.

The **pension repayment fund** represents money set aside by the Trustees to cover the liability of closing the defined contribution scheme.

14. ANALYSIS OF FUND BALANCES BETWEEN NET ASSETS

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>2014</u>	<u>2013</u>
	£	£	£	£	£
Tangible fixed assets	180,763	-	6,365	187,128	190,121
Net current assets	43,419	232,000	53,842	329,261	381,215
Creditors over one year	(46,047)	-	-	(46,047)	(47,965)
Provision for pension liability	-	-	-	-	(97,000)
	<u>178,135</u>	<u>232,000</u>	<u>60,207</u>	<u>470,342</u>	<u>426,371</u>

15. OPERATING LEASE COMMITMENTS

The amounts payable in the forthcoming 12 months for operating leases in respect of rent and service charges are shown below, analysed according to the expiry date of the leases.

	<u>2014</u>	<u>2013</u>
	£	£
Lease expiring within one year	84,229	82,301
	<u>84,229</u>	<u>82,301</u>

16. DEFERRED INCOME

	<u>2014</u>	<u>2013</u>
	£	£
Balance as at 1st April	51,446	13,811
Amount released to income in the year	(51,446)	(13,811)
Amount deferred in the year	68,699	51,446
Balance as at 31st March	<u>68,699</u>	<u>51,446</u>

The deferred income of £68,699 carried forward as at 31st March 2014 represents funding for salary and other direct costs for expenditure to be incurred in 2014/15.

17. RELATED PARTY TRANSACTIONS

No trustee received any remuneration during the year (2013 - £nil).

One trustee (2013 – one trustee) were reimbursed travel, telephone and printing, postage and stationery expenses totalling £777 (2013 – £1,665).

Trustee indemnity insurance totalling £367 (2013 – £367) was also paid on behalf of the trustees during the year.