

BLACK ASSOCIATION OF WOMEN STEP OUT LTD
FINANCIAL STATEMENTS
FOR
31 MARCH 2001

Company Registration Number 3152590
Charity Number 1038313



KEANE & CO
Chartered Accountants & Registered Auditors
Tudor House
16 Cathedral Road
Cardiff
CF11 9LJ

BLACK ASSOCIATION OF WOMEN STEP OUT LTD
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2001

CONTENTS	PAGE
Members of the board and professional advisers	1
Trustees annual report	2
Auditors' report to the members	4
Statement of financial activities	5
Balance sheet	6
Notes to the financial statements	7

BLACK ASSOCIATION OF WOMEN STEP OUT LTD

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS

The members of the committee

June Taitt
Pauline Marcia Walker
Gaynor Legall
Imtiaz Sadiq
Rakshanda Jabeen Shahzad
Sheila Henderickson
Fasia Deria

Company secretary

Pauline Walker

109 St Mary Street
Cardiff
CF10 1DX

Registered office

109 St Mary Street
Cardiff
CF10 1DX

Auditors

Keane & Co
Chartered Accountants & Registered Auditors
Tudor House
16 Cathedral Road
Cardiff
CF11 9LJ

Bankers

The Cooperative Bank
37 Park Place
Cathays Park
Cardiff

BLACK ASSOCIATION OF WOMEN STEP OUT LTD

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2001

The trustees present their report and the financial statements of the charity for the year ended 31 March 2001.

LEGAL STATUS

The charity is a company limited by guarantee and registered under the Companies Acts. Each member of the Management Committee has agreed to guarantee the company's debts for the amount of £1 each.

OBJECTIVES OF BAWSO

1. To provide shelter in suitable locations which will be accessible to all Black women seeking refuge.
2. To contact funding bodies in order to obtain capital and revenue monies to develop the project.
3. To provide multi-lingual information regarding the services provided by the project.
4. To provide advice and counselling for Black women in distress who come into contact with the project.
5. To set up an advice and information centre which will be accessible to all Black women.

AIMS OF BAWSO

1. To provide a place of safety and shelter for women from minority ethnic backgrounds in the South Glamorgan area who are victims or at risk of domestic violence.
2. To provide practical help and support according to their individual needs.
3. To create an environment where women feel empathy, can communicate and develop their self-esteem.
4. To inform and educate the community, the voluntary and statutory sector in South Glamorgan, of the rights and needs of the women and children from minority ethnic backgrounds.
5. To actively promote the right of every Black woman to freely participate in the project regardless of their age, race, religion, beliefs, sexual orientation, disability or sensory impairment, social or economic condition.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

June Taitt	
Pauline Marcia Walker	
Gaynor Legall	
Imtiaz Sadiq	
Rakshanda Jabeen Shahzad	
Sheila Henderickson	
Fasia Deria	
Chitra Pant	(Retired 19 Sep 00)
Mogolo John	(Retired 19 Sep 00)
Cherry Short	(Retired 19 Sep 00)
Tamina Khan	(Retired 28 Mar 01)

BLACK ASSOCIATION OF WOMEN STEP OUT LTD**TRUSTEES ANNUAL REPORT (CONTINUED)****YEAR ENDED 31 MARCH 2001****RESPONSIBILITIES OF THE TRUSTEES'**

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, the trustees are required to select suitable accounting policies, as described on page 7, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 1985. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

AUDITORS

A resolution to re-appoint Keane & Co as auditors for the ensuing year will be proposed at the annual general meeting in accordance with section 385 of the Companies Act 1985.

SMALL COMPANY PROVISIONS


This report has been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

Registered office:

109 St Mary Street
Cardiff
CF10 1DX

Signed by order of the
trustees

Pauline Walker
Company secretary

Approved by the trustees on 

10-10-01

BLACK ASSOCIATION OF WOMEN STEP OUT LTD**AUDITORS' REPORT TO THE MEMBERS****YEAR ENDED 31 MARCH 2001**

We have audited the financial statements on pages 5 to 10 which have been prepared under the historical cost convention and the accounting policies set out on page 7.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND THE AUDITORS

As described on pages 2 to 3, the trustees (who also act as Trustees for the charitable activities of the company) are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

BASIS OF OPINION

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

OPINION

In our opinion the financial statements give a true and fair view of the charity's state of affairs as at 31 March 2001 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Keane & Co

Tudor House
16 Cathedral Road
Cardiff
CF11 9LJ

KEANE & CO
Chartered Accountants
& Registered Auditors

11 October 2001
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BLACK ASSOCIATION OF WOMEN STEP OUT LTD**STATEMENT OF FINANCIAL ACTIVITIES****YEAR ENDED 31 MARCH 2001**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2001 £	Total Funds 2000 £
INCOMING RESOURCES					
Donations		16,908	-	16,908	21,473
Grants receivable	2	127,369	37,662	165,031	169,634
Rental income		41,224	-	41,224	38,896
Interest receivable		318	-	318	452
Membership fees		186	-	186	4
Other income		955	-	955	47
TOTAL INCOMING RESOURCES		<u>186,960</u>	<u>37,662</u>	<u>224,622</u>	<u>230,506</u>
RESOURCES EXPENDED					
Direct charitable expenditure	3	142,482	29,373	171,855	180,829
Management and administration	4	68,031	352	68,383	61,104
TOTAL RESOURCES EXPENDED	5	<u>210,513</u>	<u>29,725</u>	<u>240,238</u>	<u>241,933</u>
NET OUTGOING/INCOMING RESOURCES FOR THE YEAR		(23,553)	7,937	(15,616)	(11,427)
Balances brought forward		25,367	1,464	26,831	38,256
Balances carried forward		<u>1,814</u>	<u>9,401</u>	<u>11,215</u>	<u>26,829</u>

The charity has no recognised gains or losses other than the results for the year as set out above.


All of the activities of the charity are classed as continuing.

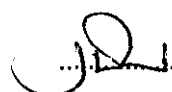
BLACK ASSOCIATION OF WOMEN STEP OUT LTD**BALANCE SHEET****31 MARCH 2001**

	Note	2001 £	£	2000 £
FIXED ASSETS				
Tangible assets	6		7,767	4,845
CURRENT ASSETS				
Debtors	7	8,012		12,977
Cash at bank and in hand		6,110		11,992
		<u>14,122</u>		<u>24,969</u>
CREDITORS: Amounts falling due within one year	8	<u>(10,674)</u>		<u>(2,984)</u>
NET CURRENT ASSETS			3,448	21,985
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>11,215</u>	<u>26,830</u>
FUNDS				
Unrestricted			1,814	25,366
Restricted	9		9,401	1,464
			<u>11,215</u>	<u>26,830</u>

These financial statements have been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

These financial statements were approved by the members of the committee on the 16/10/01, and are signed on their behalf by:

 Trustee

 Trustee

P. M. WALKER Name

J. T. T. T. Name

BLACK ASSOCIATION OF WOMEN STEP OUT LTD**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 31 MARCH 2001****1. ACCOUNTING POLICIES****Basis of accounting**

The financial statements have been prepared under the historical cost convention.

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 from including a cash flow statement in the financial statements on the grounds that the charity is small.

Donations

Donations and legacies are accounted for in the year of receipt, unless notification is received before the year end, and the income is received shortly after.

Grants

Grants are credited to the financial statements in the year in which they are receivable.

Where grants are received in respect of capital purchases, the grant is credited to the Statement of Financial Activities in the year in which the expenditure is incurred. The expenditure is also recognised in full in the same year.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office equipment	- 25% straight line
Fixtures & fittings	- 25% straight line

2. GRANTS RECEIVABLE

	2001	2000
	£	£
SHRG	76,955	76,325
SDS	30,029	29,498
Other grants	20,385	45,430
WCVA	7,500	-
Children in Need	18,880	18,381
Comic Relief	11,282	-
	<u>165,031</u>	<u>169,634</u>

BLACK ASSOCIATION OF WOMEN STEP OUT LTD

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2001

3. DIRECT CHARITABLE EXPENDITURE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2001 £	Total Funds 2000 £
Provision of charitable services:				
Provision of refuge care	135,453	27,659	163,112	174,234
Support costs:				
Volunteer expenses	2,701	-	2,701	2,271
Emergency food	20	-	20	239
Children's expenses	597	1,714	2,311	2,664
Professional fees	3,711	-	3,711	338
Honorarium	-	-	-	1,083
	<u>142,482</u>	<u>29,373</u>	<u>171,855</u>	<u>180,829</u>

Analysis of provision of charitable services:

	Staff costs £	Grants paid £	Depreciation & other costs £	Total 2001 £	Total 2000 £
Provision of refuge care	<u>137,655</u>	<u>3,440</u>	<u>22,017</u>	<u>163,112</u>	<u>174,234</u>

4. MANAGEMENT AND ADMINISTRATION

	Unrestricted Funds £	Restricted Funds £	Total Funds 2001 £	Total Funds 2000 £
Salaries	41,930	-	41,930	42,410
Office costs	17,968	352	18,320	13,668
Audit fees	1,116	-	1,116	1,060
Legal and professional	3,222	-	3,222	273
Costs of trustees' meetings	34	-	34	42
Other	3,761	-	3,761	3,651
	<u>68,031</u>	<u>352</u>	<u>68,383</u>	<u>61,104</u>

5. TOTAL RESOURCES EXPENDED

	Staff costs £	Depreciation £	Grants paid and other costs £	Total Funds 2001 £	Total Funds 2000 £
Direct charitable expenditure	137,655	2,715	31,484	171,854	180,829
Management and administration	41,930	-	26,454	68,384	61,104
	<u>179,585</u>	<u>2,715</u>	<u>57,938</u>	<u>240,238</u>	<u>241,933</u>

BLACK ASSOCIATION OF WOMEN STEP OUT LTD**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 31 MARCH 2001****5. TOTAL RESOURCES EXPENDED** *(continued)*

The aggregate payroll costs were:

	2001	2000
	£	£
Wages and salaries	179,585	188,180
Social security costs	-	-
	<u>179,585</u>	<u>188,180</u>

No employee earned more than £40,000 in either the current or previous year.

Particulars of employees:

The average number of staff employed by the charity during the financial year amounted to:

	2001	2000
	No.	No.
Refuge staff	8	8
Administrative staff	2	2
	<u>10</u>	<u>10</u>

	2001	2000
	£	£
Other costs:		
Premises	24,854	28,339
Legal and professional	4,338	1,333
Other	28,746	20,850
	<u>57,938</u>	<u>50,522</u>

6. TANGIBLE FIXED ASSETS**COST**

At 1 April 2000	6,906	17,115	24,021
Additions	-	5,637	5,637
At 31 March 2001	<u>6,906</u>	<u>22,752</u>	<u>29,658</u>

DEPRECIATION

At 1 April 2000	6,302	12,874	19,176
Charge for the year	463	2,252	2,715
At 31 March 2001	<u>6,765</u>	<u>15,126</u>	<u>21,891</u>

NET BOOK VALUE

At 31 March 2001	<u>141</u>	<u>7,626</u>	<u>7,767</u>
At 31 March 2000	<u>604</u>	<u>4,241</u>	<u>4,845</u>

BLACK ASSOCIATION OF WOMEN STEP OUT LTD**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 31 MARCH 2001****7. DEBTORS**

	2001	2000
	£	£
Prepayments	<u>8,012</u>	<u>12,977</u>

8. CREDITORS: Amounts falling due within one year

	2001	2000
	£	£
PAYE and social security	5,027	-
Accruals	5,647	2,984
	<u>10,674</u>	<u>2,984</u>

9. RESTRICTED FUNDS

	Balance at 1 Apr 2000	Movement in resources:		Balance at 31 Mar 2001
	£	Incoming £	Outgoing £	£
WCVA	-	7,500	(7,500)	-
Children in need	1,464	18,880	(20,344)	-
Comic Relief	-	11,281	(1,880)	9,401
	<u>1,464</u>	<u>37,661</u>	<u>(29,724)</u>	<u>9,401</u>

10. ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)

	Tangible fixed assets	Other net assets	Total
	£	£	£
Comic Relief	-	9,401	9,401
Unrestricted funds	7,767	(5,953)	1,814
	<u>7,767</u>	<u>3,448</u>	<u>11,215</u>

11. COMPANY LIMITED BY GUARANTEE

Each member of the Management Committee has undertaken to guarantee the Association's debts to the sum of £1 each.