Company Number: 4533442 Charity Number: 1104094

Report of the Trustees and

Financial Statements for the Year Ended 31 March 2007

For

FPWP Hibiscus Limited
(A company limited by guarantee not having a share capital and a registered charity)





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LEWIS & CO CHARTERED ACCOUNTANTS

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Trustees' Report and Financial Statements for the Year Ended 31 March 2007

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General Information for the Year Ended 31 March 2007

COMPANY NUMBER:

04533442

REGISTERED CHARITY

1104094

NUMBER:

COMPANY DIRECTORS/

TRUSTEES:

Dorit Braun (Chair)
Elizabeth Dixon
Nicholina Ezechie
Juliet Heller
Julia McKenzie
Geraldine McLeod

Jennifer Palmer Stephenson

Prudence Stevenson Anne-Marrie Whittaker

COMPANY SECRETARY:

Elizabeth Dixon

DIRECTOR:

Olga Heaven

ADDRESS:

12 Angel Gate City Road London EC1V 2PT

BANKERS:

Lloyds TSB Plc 15 Cheapside London EC2V 6AJ

SOLICITORS:

Sinclair Taylor & Martin

9 Thorpe Close

London W10 5XL

AUDITORS:

Lewis & Co

Chartered Accountants & Registered Auditors 19A Goodge Street

19A Goodge Stre London

London W1T 2PH

Report of the Trustees for the Year Ended 31 March 2007

The Trustees present their Report and Financial Statements for the year ended 31 March 2007

Legal status

FPWP Hibiscus Limited is a company limited by guarantee without share capital incorporated on 12 September 2002 and was registered with the Charity Commission on 2 June 2004 as a charity. Its governing rules are its Memorandum and Articles of Association Prior to its incorporation the charity had operated as an unincorporated charity since 1986 under the name Female Prisoners Welfare Project, charity number 800608

Trustees selection method

It is vital to the organisation that all trustees should have a clear understanding of the criminal justice system and its functions. They must also be familiar with the welfare and rights of the women in prison and that they support the objectives of our organisation.

Objects of the charity and principal activities of our work

The principle objectives of the charity are to relieve the poverty and the physical and mental illness and distress of women, particularly those who have suffered any legal restriction to their liberty in a penal or correctional establishment or who have been charged or convicted of a criminal offence

FPWP/Hibiscus undertake welfare advice and advocacy work with women who are in prison and also following their release, either into the community or in the case of foreign nationals their home countries. We help maintain family ties and encourage women to build their relationships whilst in prison in order to ensure their rehabilitation is successful. Each year we work with about 1,800 women and their families.

We have developed a successful educational and poster campaign to deter women from becoming drugs couriers. This has been widely used in the Caribbean and West Africa during 2006/7. This work has been funded by the Foreign & Commonwealth Office.

Achievements and Developments

We have had some significant achievements during 2006/7 We won the Education and Training Category at the charity awards July 2006 as well as the overall award For Excellence in Charity Management

We have been expanding the provision of our services for both Black & Ethnic Minority women and foreign national women, and now have seven Service Level Agreements with HMP prisons These agreements help us to provide greater continuity of service within the female prison estate

We have also been expanding our Volunteer and Befriending Programme The befriending process compliments the advocacy and support work which is carried out by our Project Workers and provides another means of support for the women.

Report of the Trustees for the Year Ended 31 March 2007

FPWP/Hibiscus works with women prisoners from all over the globe. In the last twelve months we have worked with over 1,600 women 55% of whom were from the Caribbean and West Africa, the others 45% are from Europe, Vietnam, China and many other nations. During 2006/7 we worked with women from the following countries:-

Albania Antigua Argentina Bangladesh Barbados Belgium Bolivia Bosnia Brazil Bulgarıa Burundi Cameroon Canada Chile China Columbia Congo Czech Republic Croatia Dominican Republic **Ecuador** El Salvador Estonia Ethiopia Eritrea France

Georgia Ghana Greece Grenada Guvana Holland Hungary India Iraq Iran Ireland Israel Italy Jamaica Japan Kenya Liberia Lithuania Malawi Malaysia Mexico Moldova Mongolia Montenegro Nigeria Paraguay Panama Pakıstan

Poland Portugal Romania Russia Salvador Serbia Senegal St Lucia Sierra Leon Slovenia Somalia South Africa Spain Sweden Switzerland Tanzania Togo Trınıdad Uganda UK Ukraine **USA** Venezuela Vietnam Zaire Zambia

Zimbabwe

Philippines

Further information on our work can be found in the 2007 Annual Report which will be published in December 2007

Risk Management

Gambia

Germany

The Trustees consider that the main risk the charity faces is not being able to raise sufficient funds to continue providing its core services. Its fundraising programme is continually reviewed and the Trustees are very aware of the necessity to ensure that the charity has sufficient reserves

The Trustees have also examined other operational and business risks faced by the charity and can confirm that suitable measures have been taken, wherever possible, to mitigate any significant risks

Report of the Trustees for the Year Ended 31 March 2007

Transactions and financial position

The Statement of Financial Activities shows net incoming resources for the year of £28,038, which resulted in a surplus of total reserves of £28,226 (2006 £188) The deficit on unrestricted reserves has decreased by £6,001, which decreases the deficit of unrestricted reserves at the year end to £455 (2006 £6,456 deficit) and restricted reserves have increased by £22,037 to £28,681 (2006. £6,644)

The Trustees have reviewed the income it is to receive in the year to 31 March 2007 and believe there will be sufficient income to pay all debts as they fall due and to clear deficit on the unrestricted reserves in the year

Reserves Policy

The Trustees have sought to increase the level of reserves to a minimum of three months total operating costs so as to avoid a breakdown in provision of core services in adverse conditions

The Board of Trustees and the Management Committee

Appointment of Trustees is governed by the charities Articles of Association

The Trustees during the year were as follows

Glasmine Banton-Douglas

- Resigned 25 January 2007

Dorit Braun

- Chair

Elizabeth Dixon

Nicholina Ezechie Juliet Heller

Julia McKenzie Geraldine McLeod

Jennifer Palmer Stephenson

- Treasurer

Prudence Stevenson

- Vice chair

Anne-Marrie Whittaker

There have been no changes to the membership of the Board of Trustees or the Management Committee since the year end.

Report of the Trustees for the Year Ended 31 March 2007

Statement of Trustees' responsibilities

The Trustees are required under the Charities Act 1993 to prepare financial statements for each year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and

(a) select suitable accounting policies and apply them consistently

(b) make judgements and estimates that are reasonable and prudent state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements

(d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the charity and hence for taking responsible steps for the prevention and detection of fraud and other irregularities.

So far as each director is aware, there is no relevant information, defined as "information needed by the company's auditors in connection with preparing their report", of which the company's auditors are unaware, and each Trustee has taken all steps that he ought to have taken to make himself aware of any relevant matters and to ensure that the company's auditors are aware of such information. Such steps include making inquiries of other Trustees and auditors and other steps required by the Trustees duty to exercise due care and skill.

Auditors

The auditors, Lewis & Co have expressed their willingness to continue in office and a resolution proposing their re-appointment will be put to the forthcoming Annual General Meeting

Approval

This report was approved by the Trustees on 24 September 2007 and by order of the Trustees, signed on their behalf, by

Trustee

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Report of the Auditors for the Year Ended 31 March 2007

We have audited the financial statements of FPWP Hibiscus Limited for the year to 31 March 2007 on pages seven to fourteen which have been prepared under the historical cost convention and the accounting policies set out on page nine

This report is made solely to the company's members, as a body, in accordance with S 235 of the Companies Act 1985 Our audit work has been undertaken so that we might state to the company's members those matters we are required to state them in an auditor's report and for no other purposes. To the fullest extent permitted by law, we do not accept or assume 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 described on page five, the charity's Trustees who are also the directors of FPWP Hibiscus Limited, a company for the purpose of company law, are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Accounting Standards of Auditing (UK and Ireland)

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985 We also report to you if in our opinion, the Report of the Trustees is not consistent with the financial statements, if the charitable company has not kept proper accounting records, if we have not received all information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the company is not disclosed

We read the Report of the Trustees and consider whether they are consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistency within the financial statements Our responsibilities do not extend to other information

Basis of opinion

We have conducted our audit in accordance with International Standards of Auditing (UK and Ireland) 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 by the Trustees 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, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charitable company's affairs as at 31 March 2007 and of its incoming resources and application of resources in the year then ended, including its income and expenditure,
- the financial statements have been properly prepared in accordance with the Companies Act, and
- the information given in the Trustees report is consistent with the financial statements

Lewis & Co Chartered Accountants & Registered Auditors 19 Goodge Street London W1T 2PH

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Date 24 September 2007

Statement of Financial Activities for the Year Ended 31 March 2007

		General Fund	Restricted Fund	Total Funds	Total Funds
	Notes	2007 £	£	£	<u>2006</u>
INCOMING RESOURCES Incoming resources from generated funds - Voluntary income - Investment income Incoming resources from charitable activities Other incoming resources	2	71,706 423 145,103	213,975	285,681 423 145,103	217,588 138 107,613 320
TOTAL INCOMING RESOURCES		217,232	213,975	431,207	325,659
RESOURCES EXPENDED					
Cost of generating funds - Cost of generating voluntary	5	18,382	-	18,382	5,723
income Charitable activities	5	189,741	191,938	381,679	272,860
Governance costs	5	3,108		3,108	8,430
TOTAL RESOURCES EXPENDED		211,231	191,938	403,169	287,013
Net (outgoing) incoming resources for the year		6,001	22,037	28,038	38,646
Funds balance bought forward at 1 April 2006		(6,456)	6,644	188	(38,458)
Funds balance carried forward at 31 March 2007	6	(455)	28,681	28,226	188

There were no recognised gains or losses for 2006 and 2007 other than those included in the Statement of Financial Activities

The notes on pages nine to fourteen form part of these financial statements

Balance Sheet 31 March 2007

		200	7	2006	
		£	£	£	£
PERSONAL GODING	Notes				
FIXED ASSETS Tangible assets	9		11,961		4,972
CURRENT ASSETS: Debtors and prepayments Cash at bank and in hand	10 11	29,560 7,020 36,580		63,024 2,140 65,164	
CURRENT LIABILITIES CREDITORS Amounts falling due within one	12	20,315		69,948	
NET CURRENT ASSETS	:		16,265		(4,784)
TOTAL ASSETS LESS CURRENT LIABILITIES	3		28,226		188
FUNDS: General Fund Restricted Fund	15 15		(455) 28,681		(6,456) 6,644
TOTAL FUNDS			28,226		188

The financial statements on pages seven to fourteen were approved by the board of Trustees on 24 September 2007 and signed on its behalf by

Trustee

Dir Por

Trustee

Notes to the Financial Statements for the Year Ended 31 March 2007

1 ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2005) In preparing the financial statements the charity followed best practice as laid down in the statement of Recommended Practice (Accounting and Reporting for Charities) SORP 2005

Income and Expenditure

Income is accounted for when receivable and expenditure is accounted for in the period in which it is incurred. The value of services provided by volunteers has not been included

Value added tax

Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the Statement of Financial Activities

Depreciation

Depreciation is charged on fixed assets at a rate calculated to write them off over their useful life. The rate currently in use is.

Office Equipment

25% reducing balance

Computer equipment

over four years

Restricted funds

Restricted funds are for the purpose specified by the donor. Only expenditure meeting its criteria is set against these funds

Unrestricted funds

Unrestricted funds are grants, donations and other income received to carry out the charity's objectives, but for which no specific project has been specified by the donor

Allocation of expenditure

Expenditure is allocated as follows.

Cost of generating voluntary income - 20% of the director's salary.

Charitable activities - All direct expenditure incurred on performance of the charitable activities including total salaries less 20% of the director's salary and all office and premises cost

Governance – the audit fee, committee meeting costs and statutory fees are allocated to governance costs

Notes to the Financial Statements for the Year Ended 31 March 2007

2 GRANTS RECEIVABLE

In the opinion of the Trustees, none of the income of the charity is attributable to geographical markets outside the UK (2006-nil)

Grant and donation income was received from the following sources		
	2007	2006
	£	£
Restricted Grants	- 000	20.000
City Parochial Foundation	5,000	20,000
Community Fund	40,577	39,479
Esmee Fairbairn Foundation	•	16,000
Foreign and Commonwealth Office	23,941	5,575
The Hilden Charitable Fund	•	5,000
The John Ellerman Foundation	37,000	-
Lankelly Chase	20,000	
London Probation	•	22,500
National Offenders Management Services	47,208	26,609
Network for Social Change	4,708	-
New Philanthropy Capital	16,000	<u>-</u>
Parents in Prison	-	5,372
Pilgrim Trust	17,041	_
Oakdale Trust	-	15,000
Woodward Trust	2,500	
ii oo anaa aa a		
Total restricted grants	213,975	155,535
Unrestricted Grants		
A B Charitable Trust		5,000
The Longford Prize	1,000	-
The Northmoor Trust	15,000	-
Oliver Morland Trust	-	500
Open Door Trust	-	30,000
Pilgrim Trust	-	11,000
The Sigrid Rausing Trust	50,000	-
Tudor Trust	-	15,000
Other Grants	500	553
Donations	5,206	
Dollarion		
Total unrestricted grants	71,706	62,053
tomi aniconieca Prana		
	205 (81	217 500
Total grants	285,681	217,588

Notes to the Financial Statements

		for the Year Ended 31	1 March 2007			
3.	INCOMING RESOURCE	ES FROM CHARITABL	E ACTIVITIE	s	2007 £	2006 £
	Contract income receivable HMP Bronzefield HMP Downview HMP Cookham Wood HMP & YOI Drake Hall HMP Eastwood Park HMP Holloway HMP Morton Hall	ole			34,073 18,350 3,875 7,947 10,625 53,400 16,367 144,637	25,944 1,500 10,339 53,400 16,430 107,613
	Other earned income				466	-
	Total earned income				145,103	107,613
4	OPERATING SURPLUS	S (DEFICIT)				
	Operating deficit is stated	after charging			2007 £	2006 £
	Auditors' fee				2,828	2,450
	Depreciation of tangible fi	ixed assets (note 9) Owner	ed		5,820	2,038
5	ANALYSIS OF TOTAL	RESOURCES EXPEND	ED			
		2007 £ Cost of generating voluntary income £	2007 £ Charitable activities £	2007 £ Governance	2007 £ Total £	2006 £ Total
	Staff costs Other direct costs Fundraising Office expenses	12,785 - 5,597 -	218,257 97,165 - 26,201 40,056	-	231,042 97,165 5,597 26,201 40,056	180,658 69,022 9,463 24,029
	Premises costs Governance costs	- -	40,000	3,108	3,108	3,841

6 **GRANTS PAYABLE**

During the year the charity made grants to Hibiscus Jamaica of £36,472 in the year (2006 £33,639), these are included in 'Other direct costs' in note 5

381,679

287,013

403,169

3,108

18,382

Notes to the Financial Statements for the Year Ended 31 March 2007

7 TRUSTEE & MANAGEMENT COMMITTEE EXPENSES

During the year there were no payments made to Trustees in respect of expense or fees (2006 £nil)

8 STAFF COSTS

Total staff costs for the year including national insurance was £231,042 (2006 £179,659) The number of employees during the year based on full time equivalents was seven (2006 six).

There was no employees with emoluments above £60,000 (2006: nil)

The charity does not operate its own pension fund and did not contribute to the personal pension plans of any employees (2006) one)

None of the Trustees or members of the Management Committee received any emoluments during the year

9 TANGIBLE ASSETS

IANGIDLE ASSETS	Office Equipment £
COST:	10.407
At 1 April 2006	19,406
Additions	14,134
Disposals	(13,021)
At 31 March 2007	20,519
DEPRECIATION:	
At 1 April 2006	14,434
Charge for year	5,820
Elimination on disposal	(11,697)
At 31 March 2007	8,558
NET BOOK VALUE:	
At 31 March 2007	11,961
At 31 March 2006	4,972

Notes to the Financial Statements for the Year Ended 31 March 2007

10	DEBTORS	2007	2006
		2007 £	2006 £
		~	~
	Rent deposit	2,275	7,375
	Other debtors – voluntary income	•	49,109
	Other debtors – contract income	20,468	6,570
	Prepayments	6,817	
		29,560	63,054
		25,500	05,051
11.	CASH AT BANK	2007	2006
		£	£
		~	~
	Bank current account	6,586	-
	Bank deposit account	392	1,592
	Cash in hand	42	550
		7.020	2,142
		7,020	2,142
12	CREDITORS: AMOUNTS FALLING		
12	DUE WITHIN ONE YEAR		
		2007	2006
		2007 £	2006 £
		L	L
	Bank overdraft	-	1,084
	Social security	4,612	29,832
	Trade creditors	5,097	6,098
	Staff expenses	2,726	13,924
	Sundry creditors and accruals	7,280	13,869
	Monies held on behalf of clients	600	5,141
		20,315	69,948

Notes to the Financial Statements for the Year Ended 31 March 2007

13 OPERATING LEASE COMMITMENTS

At 31 March 2007 the company had annual commitments of £946 (2006 nil) under non-cancellable operating lease which expire within two to five years

14 RESTRICTED FUNDS

The funds of the charity include restricted funds comprising the following unexpended balances of grants held on trust to be applied to specific purposes

	Balance at I Apr 06	Income	Expenditure	Balance at 31 Mar 07
City Parochial Foundation Community Fund Foreign and Commonwealth Office The John Ellerman Foundation Lankelly Chase National Offenders Management Services Network for Social Change New Philanthropy Capital Parents in Prison Pilgrim Trust Woodward Charitable Trust	4,000	£ 5,000 40,577 23,941 37,000 20,000 47,208 4,708 16,000 - 17,041 2,500 213,975	51,208 4,708 9,000 2,644 10,360 	£ - - 15,000 - 7,000 - 6,681 - - 28,681
	0,011	213,5		

The balance to carry forward in respect of the grant from Pilgrim Trust totalling £6,681 relates to the future depreciation that will be charged on the fixed asset that were purchased with the grant

15 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible Fixed Assets	Net Current Assets	Total
General Fund Restricted	£ 5,280 6,681	£ (5,735) 22,000	£ (455) 28,681
	11,961	16,265	28,226

Detailed Income and Expenditure Account for the Year Ended 31 March 2007

	2007		2006	
	£	£	£	£
INCOME:				
Grants	280,475		217,035	
Donations	5,206		553	
Contracts	144,637		107,613	
Other income	466		320	
		430,784		325,521
Interest receivable		423 431,207		138 325,659
Total Income				
EXPENDITURE:				
Direct costs:	221 042		179,659	
Wages, pension & social security costs	231,042		1,000	
Recruitment costs	- 6 743		1,000	
Consultants	6,742		13,201	
Research fees	7,565 8,678		6,709	
Staff travel and subsistence	1,285		1,337	
Volunteer travel	3,843		4,591	
Welfare costs	3,043		543	
'Eva' animation	-		47	
Poster	10,633		8,954	
Jamaica conference expenses	36,472		33,639	
Hibiscus Jamaica	21,947		-	
Nigeria Campaign		328,207		249,680
Fundraising		5,597		
Office expenditure:				
Telephone, fax & internet	5,960		3,865	
Print, postage & stationery	844		545	
Photocopier, print & publicity	3,649		1,500	
Office supplies	2,652		947	
Bank charges & interest	2,093		1,228	
Sundries	3,859		568	
Depreciation	5,820		2,038	
Loss on disposal of furniture & equipment	1,324			
		26,201		10,691

This page does not form part of the statutory financial statements

Detailed Income and Expenditure Account for the Year Ended 31 March 2007

	2007	2007		
	£	£	£	£
Brought forward		71,202		85,442
Premises expenditure:				
Rent & rates	29,042		21,378	
Insurance	652		602	
Light & heat	591		375	
Cleaning & maintenance	1,750		1,674	
Office move costs	1,457		-	
Professional fee in respect of office move	6,565			
		40,056		24,029
Governance costs	_			
Auditors	2,828		2,450	
Other governance costs	280		-	
Committee expenses			163	
		3,108		
Total Expenditure		403,169		287,013
NET SURPLUS FOR THE YEAR		28,038		38,646

This page does not form part of the statutory financial statements