Registered number: 4802152

TUESDAY



A33 20/10/2009 COMPANIES HOUSE

292

BRADFORD WOMEN'S AID A Company Limited by Guarantee

FINANCIAL STATEMENTS

FOR ,

FOR THE YEAR ENDED 31 MARCH 2009

Charity Number: 1099351

Contents

	Page
Legal and Administrative Information	3
Trustees' Annual Report	4 - 7
Independent Auditor's Report	8 - 9
Statement of Financial Activities	10
Balance Sheet	11
Notes to the Financial Statements	12
The following pages do not form part of the statutory financial state	ments
Income and Expenditure Account	18

Report of the Independent Auditors to the Members of **BRADFORD WOMEN'S AID**

LEGAL AND ADMINISTRATIVE DETAILS

TRUSTEES:

L Reynolds - Chair

D Bridgewater - Treasurer

M Streets

K Holmes

S Asgari-Tourzan

M Warwick

J Barbor

C Wardman

OPERATIONAL MANAGEMENT:

Sally Deane - Manager

CHARITY REGISTERED NUMBER:

10099351

COMPANY REGISTERED NUMBER:

4802152

PRINCIPAL ADDRESS:

Sancorp House

836 Leeds Road

Bradford BD3 9TX

AUDITORS:

RSM Bentley Jennison

Chartered Accountants

2 Wellington Place

Leeds LS1 4AP

BANKERS:

Unity Trust Bank Plc

Nine Brindleyplace 4 Oozells Square

Birmingham

B1 2HB

Report of the Independent Auditors to the Members of BRADFORD WOMEN'S AID

TRUSTEES' REPORT

The Trustees who are also Directors for the purposes of the Companies Act, have pleasure in presenting their report and the financial statements of the charity for the year ended 31 March 2009.

Introduction

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's constitution, applicable law and the requirements of the Statement of Recommended Practice Accounting and Reporting by Charities (2005).

Legal Status

The charity is a charitable company limited by guarantee and was incorporated on 17 June 2003. It is governed by the rules contained within its Memorandum and Articles of Association.

Regard for Public Benefit

We have referred to the public benefit guidance contained in the Charity Commission's general guidance on public benefit when reviewing our objectives and in planning our future activities. Information was sent to the trustees and referred to at their meeting (7/5/09).

The aims (objects) of Bradford Women's Aid are for the 'public benefit' and meet the requirements of the Charities Act 2006. This organisation mainly meets the following Charitable Purpose:

j) The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage.

Objects of the Charity

The objects of the charity shall be to offer support, assistance and emergency accommodation to women and children experiencing domestic violence. The objects are in bold followed by brief details of how we meet that object:

'To offer support, assistance and emergency accommodation to women and children experiencing domestic abuse'. Safe and secure accommodation is provided with the necessary support so that women are enabled to make independent decisions about their lives with the aim of moving on from their experience of domestic abuse.

'To assist in obtaining housing for such women and children'. We support women with their re-housing needs and we provide long term resettlement support for women once they have moved into their own tenancies.

`To employ persons...for the purpose of furthering the objects of the Charity`. We employ diverse, trained and experienced staff to provide our services.

'To provide information, meetings, groups, trips and outings for the benefit of such women and children'. Regular, planned meetings and groups take place where women and children are consulted about the services we provide and where participation in trips and outings is encouraged.

'To raise awareness of domestic violence issues and encourage and promote inter-agency working and partnerhsip networks'. We actively participate in in partnership and strategic working throughout Bradford through involvement in other steering groups and boards(Bradford Violence Against Women's Forum (BVAWF); - a group that campaigns and works strategically to influence policy on violence against women issues; - Multi Agency Risk Assessment Conferences (MARACS) - to protect those who are most in danger from domestic abuse; -Staying Put- a crisis intervention service of women experiencing domestic abuse.

Report of the Independent Auditors to the Members of BRADFORD WOMEN'S AID

TRUSTEES' REPORT (continued)

Bradford Women's Aid Services

In order to meet the requirements of the above 'Charitable Objects' Bradford Women's Aid offers refuge accommodation (for 6 families) with children's services that can be accessed nationwide and resettlement and outreach services which are restricted by their nature to the Bradford area. Our services are available to all women and children.

Refuge

The Refuge provides safe and secure supported emergency accommodation for women who have experienced domestic abuse. During the year ended 31 March 2009 the Refuge accommodated 40 women and 58 children. A Team Leader, 2 part time Refuge Workers and a Relief Worker provide practical and emotional support to women in refuge and provide support with housing, health and welfare needs. 2 full time Children's Workers provide support services and sessions for children.

Resettlement

The Resettlement Service provides practical and emotional support to women and children who are moving from Refuge or other supported accommodation. Their aim is to provide the support required for women to successfully maintain independent tenancies. During the year ended 31 March 2009 support was provided for 80 women and 141 children. A Team Leader and 4 part time workers including a Children's Resettlement Worker and 2 Asian Resettlement Workers provide this service for up to 2 years.

Outreach

The Outreach Service provides support, information and assistance for women experiencing domestic abuse in the Bradford area. During the year ended 31 March 2009 the Outreach team provided support to 317 women in the Bradford district. A Team Leader, an Asian Outreach Worker and 1.5 Outreach Workers provided this service.

Organisation

The Directors of the charitable company are its Trustees for the purpose of charity law and throughout the report are collectively referred to as trustees. New trustees are elected by the existing trustees and serve until their retirement. The Trustees, who meet monthly, administer the charity.

Recruitment and Induction of the Trustees

The application process for becoming a Trustee is as follows:-

An application pack is sent out to all prospective trustees to complete and return. The applicant is then invited to meet with a Trustee and the Manager to discuss the requirements of becoming a Trustee. Applicants with the appropriate skills are invited to attend 2 Management Committee/Board meetings after which they will be invited to join. Trustees are required to attend training in Roles and Responsibilities and Understanding Legalities to inform them of their role and legal obligations.

Operational Management

The charity's Manager is responsible for the overall day to day management of the charity.

Reserves Policy

The medium to long term aim of the trustees is that unrestricted funds that have not been designated for a specific use should be at a level equivalent to between three and six months expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This year we have reached our medium term goal as our reserves have increased to cover 3.6 months of staffing costs.

Report of the Independent Auditors to the Members of BRADFORD WOMEN'S AID

TRUSTEES' REPORT (continued)

Objectives for the Year

The main objectives of the charity during the year ended 31st March 2009 were:-

- To continue to provide good quality refuge accommodation, support, resettlement and outreach services to women and children who have experienced domestic abuse.
- To consolidate recently expanded services.
- To gain Investors in People recognition.

Meeting Objectives

The charity met all the above objectives. We continued to employ all the existing staff through grants and funds raised different sources. We gained Investors in People recognition in September '08. A new Management Committee member joined in November. Following a review in November '08 we decided that to best meet the needs of the organisation we would close the Volunteer Service and divert funding towards the new post of part time Asian Outreach Worker with student placements and volunteering continuing to be offered within each service in a more limited way.

Review of Financial Activities

During the year ending 31 March 2009 the charity made an unrestricted operating surplus before other movements of £70,597 (2008: £3,805) which together with the losses on investments of £1,267 resulted in the funds of the charity increasing/(decreasing) by £69,330 (2008: £3,167). Restricted funds increased by £36,675, leaving a balance of £72,002 being carried forward to 2009/10.

Bradford Women's Aid commenced an employer contributory pension scheme on 1/4/09 and plans to extend this scheme to all staff whether or not they are making employee contributions from 1/4/10.

Risk Factors

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to manage these major risks.

Investment Powers

Under the Memorandum and Articles of Association, the charity has the power to make any investment which the Trustees see fit. This year we have looked at various sources of investment with the aim of maximising our interest through the means of ethical investments.

Results

The results for the year, and the charity's financial position at the Year End are shown in the attached financial statements.

Plans for the Future

To secure the necessary funding required to maintain existing levels of service provision for women and children who have experienced domestic abuse.

Trustees

The trustees who serviced the charity during the year were as follows:-

Sheila Asgari – Tourzan Chair from 7/8/09 Lisa Reynolds Resigned 1/6/09

Maggie Warwick

Diane Bridgewater Treasurer from 1/08

Julie Barbor

Appointed 11/08

Susan Shaw Donya Byrne

Accent Partnership (Advisor)

The Trustees guarantee to contribute an amount not exceeding £10 each to the assets of the charitable company in the event of winding up. The total number of such guarantees at 31 March 2009 was 6 (2008:7).

Report of the Independent Auditors to the Members of BRADFORD WOMEN'S AID

TRUSTEES' REPORT (continued)

Frequency of Trustee (Management Committee) Meetings and Sub Groups

During 2008 the Trustees (Management Committee) met quarterly (May /August / November / February `09). The Employment and Finance Sub Groups met bi monthly (or as required) and were chaired by a Trustee who is responsible for reporting back to Trustees at the quarterly meetings. The Employment Sub Group met (May / July / August / October / January `09). The Finance Sub Group met (June / July / October / January `09 and March `09).

Statement of Trustees' Responsibilities

Company and charity law requires the Trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charitable company and of the results of the charitable company for that period.

In preparing these financial statements giving a true and fair view, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare financial statements on the going concern basis unless it is inappropriate to assume that the charitable company will continue to operate.

The Trustees have overall responsibility for ensuring the charitable company has an appropriate system of controls, financial and otherwise. The Trustees are also responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charitable company and enable them to ensure that the financial statements comply with the appropriate legislation. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- there is no relevant audit information of which the company's auditors are unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Auditors

RSM Bentley Jennison, were re-appointed as auditors of the charitable company during the period.

This report, which has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities issued in March 2005 and the special provisions relating to small companies Part VII of the Companies Act 1985.

This report was approved by the Board of Trustees on $12\sqrt{10}$ 2009 and signed on their behalf by:-

D BRIDGEWAYER TREASURER

Report of the Independent Auditors to the Members of BRADFORD WOMEN'S AID (REGISTRATION NUMBER:4802152)

We have audited the financial statements of Bradford Women's Aid for the year ended 31 March 2009 which comprises Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the historical cost convention as modified by the revaluation of certain fixed assets and the accounting policies set out therein.

This report is made solely to the charity's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the charity'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 responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND THE AUDITORS

As described in the Trustees Report the Charity is responsible for the preparation of the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing.

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 and the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities", published in March 2005. We also report to you if, in our opinion, the Trustees' Report is not consistent with the financial statements, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding Trustees remuneration and transactions with the charity is not disclosed.

BASIS OF AUDIT OPINION

We conducted our audit in accordance with International Standards on Auditing 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.

Report of the Independent Auditors to the Members of BRADFORD WOMEN'S AID (REGISTRATION NUMBER:4802152)

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 charity's affairs as at 31 March 2009 and of the incoming resources and application of resources, including its income and expenditure, for the year then ended
- The Financial Statements and have been properly prepared in accordance with the Companies Act 1985, and
- The information given in the Trustees Report is consistent with the financial statements.

Neil Sevitt

Senior statutory auditor

RSM Bentley Jennison

Chartered Accountants Registered Auditors 2 Wellington Place Leeds LS1 4AP

Dated: 14 Obb 2009

STATEMENT OF FINANCIAL ACTIVITIES AND INCOME AND EXPENDITURE ACCOUNT

for the Year Ended 31 March 2009

	Note	Unrestricted funds	Designated funds	Restricted funds	Total funds 2009 £	Total funds 2008 £
INCOMING RESOURCES Incoming resources from gene funds:	rated					
Voluntary income: Donations Grants receivable Activities for generating funds Investment income Other incoming resources	2 3 4 5	2,860 209,396 50,543 3,990 1,508	- - - -	364,545 - - -	2,860 573,941 50,543 3,990 1,508	3,886 399,811 48,108 3,494 306
TOTAL INCOMING RESOURCE	S	268,297	-	364,545	632,842	455,605
RESOURCES EXPENDED Charitable activities: Refuge Resettlement		131,686 57,425	-	111,976 67,605	243,662 125,030	224,288 90,028
Outreach Governance		1,616 6,973	<u>.</u>	145,151 3,138	146,767 10,111	126,102 10,913
TOTAL RESOURCES EXPENDE	D 6	197,700		327,870	525,570	451,331
Net incoming/(outgoing) resour Before other recognised gains	ces 10	70,597	-	36,675	107,272	4,274
Other recognised gains & losse Investment (losses)	S	(1,267)	-	-	(1,267)	(5,577)
Net incoming resources before transfers		69,330	-	36,675	106,005	(1,303)
Transfers between funds		-	-	-	-	-
Net movement in funds for the year		69,330	-	36,675	106,005	(1,303)
Funds brought forward At 1 April 2008		92,111	-	35,327	127,438	128,741
FUNDS CARRIED FORWARD At 31 March 2009		161,441		72,002	233,443	127,438

All of the above activities are derived from continuing activities.

STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

There are no recognised gains and losses for the current and preceding year other than as stated in the statement of financial activities.

Balance Sheet as at 31 March 2009

	Notes	2009 £	2008 £
Fixed assets Tangible assets Investments	11 12	2,415 -	3,220 29,211
		2,415	32,431
Current assets Debtors Investments held on deposit	13	6,321 50,000	13,125
Cash at bank and in hand		191,423 ————————————————————————————————————	97,741
Creditors: amounts falling due within one year	14	(16,716)	(15,859)
NET CURRENT ASSETS		231,028	95,007
Total assets less current liabiliti	es	233,443	127,438
NET ASSETS		233,443	127,438
FUNDS General funds Restricted funds	16	161,441 72,002	92,111 35,327
TOTAL FUNDS		233,443	127,438

These financial statements are prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities.

The financial statements were approved by the Trustees on 12/15/ 2009 and signed on their behalf by:

D BRIDGEWATER TREASURER

Notes to Financial Statements for the Year Ended 31 March 2009

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historic cost convention (except for investments which are subject to annual revaluation as required in the Charity's Balance Sheet) and in accordance with the Statement of Recommended Practice, "Accounting and Reporting by Charities" (SORP 2005) and the Companies Act 1985.

Cash Flow Statement

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

Grants

Revenue grants are credited to the income and expenditure accounts when receivable.

Capital grants are credited to the income and expenditure account on an identical basis as the associated usage of any assets acquired with such grants.

Other incoming resources

All other incoming resources, including donations, residential fees and sundry income, are recognised on a receivable basis.

Investments

Investments are stated at market value. All movements in value arising from investment charges are shown in the Statement of Financial Activities as unrealised gains/losses.

Fixed assets and 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:-

25% reducing balance

Equipment

Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

Restricted funds

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Designated funds

Designated funds comprise finds which have been set aside at the discretion of the trustees for specific purposes and form part of the unrestricted funds of the charity. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Unrestricted funds

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Taxation

As a registered charity the entity is generally exempt from income tax and capital gains tax, but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Notes to Financial Statements for the Year Ended 31 March 2009

1. ACCOUNTING POLICIES (continued)

Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, and are recognised when there is a legal or constructive obligation to pay for expenditure.

All resources expended are directly allocated to the particular activity to which they relate.

Governance

Governance costs are those costs incurred by the charity in meeting its statutory obligations.

2.	DONATIONS	Unrestricted	Restricted	Total	Total
		£	£	2009 £	2008 £
	Cash donations	2,860		2,860	3,886
3.	GRANTS RECEIVABLE/(REPAID)	Unrestricted	Restricted	Total 2009	Total 2008
		£	£	£	£
	City of Bradford Metropolitan District Coun Commissioned Services Supporting People Commission Funding Worth Project Bradford City PCT Big Lottery Fund Tudor Trust Children in Need Other grants received	-	60,000 24,351 3,314 59,141 163,690 15,000 30,549 8,500	60,000 232,474 3,314 59,141 163,690 15,000 30,549 9,773	60,000 194,047 13,242 78,206 25,000 24,220 5,096 ————————————————————————————————————
4.	ACTIVITIES FOR GENERATING FUNDS	Unrestricted £	Restricted £	Total 2009 £	Total 2008 £
	Incoming from housing residents	50,543	-	50,543	48,108

Notes to Financial Statements for the Year Ended 31 March 2009

5.	INVESTMENT INCOME		Unrestricted £	Restricte £	ed Tot 20 £	09	Total 2008 £
	Bank interest		3,990		3,99	90	3,494
6.	CHARITABLE ACTIVITIES	Refuge £	Resettle -ment £	Outreach £	Govern- ance £	Total 2009 £	Total 2008 £
	Staff costs incl. payroll chgs Staff welfare and training Rents, rates and room hire Refuge running costs Office running costs Motor and travel costs Depreciation Other direct costs Audit fees Professional fees	172,823 130 25,472 26,381 14,277 655 805 3,119	96,785 1,038 8,603 11,108 4,305 3,191	120,045 306 10,952 - 10,229 4,401 - 834 - - - 146,767	2,702 26 349 - 1,723 - 3,523 1,788 	392,355 1,500 45,376 26,381 37,337 9,361 805 7,144 3,523 1,788	44,906 24,764 39,680 6,705 1,073 8,972 4,014 1,926
9.	STAFF COSTS				Total 2009 £		Total 2008 £
	Wages and salaries Social security costs				358,13 32,80		289,522 29,769
					390,93	34 —	319,291
	Particulars of employees: The average number of staff en the financial year amounted to:	nployed by	the charity duri	ng	Numb	er	Number
	Operational staff				2	22 —	20

No employees earned more than £60,000 per annum (2008: Nil)

Notes to Financial Statements for the Year Ended 31 March 2009

10.	OPERATING SURPLUS		
		Total 2009 £	Total 2008 £
	The surplus for the year is stated after charging/(crediting):		4.070
	Depreciation Auditors' remuneration - audit fees	805 3,523	1,073 4,313
		0,020	.,
	Operating lease costs: Land and buildings	20,000	20,000
	cand and buildings	20,000	
11.	TANGIBLE FIXED ASSETS	Equipment	Total
		£	£
	Cost	E4 0EE	E4 9EE
	At 1 April 2008 Additions	51,855 -	51,855 -
	At 31 March 2009	51,855	51,855
	Depreciation		
	At 1 April 2008	48,635	48,635
	Charge for year	805	805
	At 31 March 2009	49,440	49,440
	Net book value		
	At 31 March 2009	2,415	2,415
	At 31 March 2008	3,220	3,220
			
12.	INVESTMENTS		
		i	Σ
	Market value at 1 April 2008	29,	211
	Disposal in the year		211)
	Market value at 31 March 2009		
	Warker value at 5 F Warch 2005		-

Notes to Financial Statements for the Year Ended 31 March 2009

13.	DEBTORS	•	
		Total 2009 £	Total 2008 £
	Trade debtors	2,335	3,590
	Other debtors and prepayments	3,986	9,535
		6,321	13,125
14.	CREDITORS: - AMOUNTS FALLING DUE WITHIN ONE YEAR		
		Total	Total
		2009 £	2008 £
	Taxation and social security	9,135	8,764
	Accruals and deferred income (see below)	7,581	7,095
		16,716	15,859

15. COMMITMENTS UNDER OPERATING LEASES

At 31 March 2009 the charity had annual commitments under non-cancellable operating leases as set out below:-

	2	2008		
	Land and Buildings	Other items	Land and Buildings	Other items
Operating leases which expire:				
Within one year	-		-	-
Within two to five years	20,000	3,263	20,000	3,334
				
Balance at 31 March 2009	20,000	3,263	20,000	3,334
		<u></u>		

Notes to Financial Statements for the Year Ended 31 March 2009

16. RESTRICTED FUNDS

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movements in funds					
	Balance at 31 March 2008	Incoming resources	Resources expended	Returned funds	Transfers between funds	Balance at 31 March 2009
	£	£	£	£	£	£
Outreach:						
Workers	16,102	176,273	(142,013)	-	_	50,362
Resettlement:						
Workers	7,466	56,574	(55,095)	-	-	8,945
Trips & outings	577	3,700	(3,099)	-	-	1,178
Finance & admin worker	567	35,529	(31,380)	-	-	4,716
Capital grant	1,384	-	(1,384)	-	-	-
Refuge:						
Workers	9,231	92,469	(94,899)	-	-	6,801
	·					
	35,327	364,545	(327,870)	-	-	72,002

17. ANALYSIS OF NET ASSETS (BETWEEN RESTRICTED AND UNRESTRICTED FUNDS)

	General funds £	Designated funds	Restricted funds	Total funds 2009 £
Tangible fixed assets Net current assets	2,415 157,642	<i>-</i>	- 73,386	2,415 231,028
				
	160,057	-	73,386	233,443
				

18. RELATED PARTY

None of the trustees (or any persons connected with them) received any remuneration during the year or were reimbursed for directly incurred travel expenses. (2008: 2 trustees were reimbursed £157).