

REGISTERED COMPANY NUMBER: SC289607 (Scotland)
REGISTERED CHARITY NUMBER: SC022169

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2015
for
MOTHERWELL & DISTRICT WOMEN'S AID

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MOTHERWELL & DISTRICT WOMEN'S AID

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for the Year Ended 31 March 2015

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MOTHERWELL & DISTRICT WOMEN'S AID

Report of the Trustees for the Year Ended 31 March 2015

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2015. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
SC289607 (Scotland)

Registered Charity number
SC022169

Registered office
1st Floor Hamilton House
Pochard Way
Strathclyde Business Park
Bellshill
North Lanarkshire
ML4 3NJ

Trustees
J B Bryce
S McGleish
S Allison
S Nelson

Company Secretary
J B Bryce

Independent examiner
Charles, Chartered Accountants
29 Brandon Street
Hamilton
ML3 6DA

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 30 August 2005. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up the members are required to contribute an amount not exceeding £1.

Recruitment and appointment of new trustees

An individual over the age of eighteen may apply to be a trustee and their appointment is subject to approval by the current Executive Committee.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

MOTHERWELL & DISTRICT WOMEN'S AID

Report of the Trustees for the Year Ended 31 March 2015

OBJECTIVES AND ACTIVITIES

Objectives and aims

Our aims have been developed from listening to the service users. Motherwell & District Womens Aid understands the importance of being listened to, being believed and not being judged. Also it is crucial that service users know there is a way out of abuse and that they do have choices. We have a philosophy of empowerment as we recognise that a major aspect of abuse results from loss of control. That is why we will give service users the support they require to allow them to regain autonomy of their life.

This is achieved through the following:

- Confidentiality
- 24 hour helpline
- One-to-one counselling
- Formal/informal support
- Information and advice
- Advocacy
- Safe environment
- Support group
- Temporary safe accommodation
- Partnership working
- Education in the wider community
- Fundraising events
- Acting as a pressure group

This level of service is available to all women, young people and children accessing our service.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

We are committed to ensuring support, help and information for any woman, child or young person who wishes to access our services.

The telephone system has been updated and a rota is in place to ensure the 24 hour helpline is able to respond in emergency situations. This will be monitored on an ongoing basis.

Support groups will continue to operate so that our service users suffering from abuse, self esteem issues and all other related issues have access to a quality service. This will also be monitored on an ongoing basis and staff skills will be assessed and updated as required.

Staff are encouraged to develop skills and attributes which are beneficial to them as individuals and to the overall performance of the team. Staff training in the following areas was carried out during the year:

- Assist training
- Domestic violence & substance misuse
- The dynamics of domestic abuse
- Trauma recovery & domestic abuse
- Experience of case reviews
- Emotional abuse & neglect
- Play therapy course
- SVQ Level 3 social care

FINANCIAL REVIEW

Reserves policy

The overall aim of the charity is to maintain sufficient reserves to allow the continuance of operations should any unforeseen circumstances occur.

Financial Activity

Motherwell & District Womens Aid Ltd commenced charitable activities on 1st April 2013. The statement of financial activity shows a net surplus of £27,368 and overall reserves of £208,848.

MOTHERWELL & DISTRICT WOMEN'S AID

Report of the Trustees
for the Year Ended 31 March 2015

FUTURE DEVELOPMENTS

A plan has been put in place to ensure that we are able to provide a high quality service within the current funding provision. It is also the intention to continue to monitor and access any additional funding in order to continue and improve the range of services that we are able to provide.

Housing support

We have commenced a programme to bring all of our accommodation up to a high standard. The support worker will assist the service user to improve her skills within the home environment and help to build confidence. When a service user leaves, a property deep clean facility will take place to ensure a continued high standard for the next service user. The support worker will assist the service user in finding permanent housing at the appropriate time.

Outreach and follow on services

A dedicated team is being put in place in order to build this service provision.

Approved by order of the board of trustees on 7 August 2015 and signed on its behalf by:


J B Bryce - Trustee

Independent Examiner's Report to the Trustees of
Motherwell & District Women's Aid

I report on the accounts for the year ended 31 March 2015 set out on pages five to eleven.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
- to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Robert Pollock BA CA
Charles, Chartered Accountants
29 Brandon Street
Hamilton
ML3 6DA

7 August 2015

MOTHERWELL & DISTRICT WOMEN'S AID

Statement of Financial Activities
for the Year Ended 31 March 2015

	Not es	Unrestricted funds £	Restricted funds £	Total 2015 funds £	Total 2014 funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		3,495	-	3,495	49,683
Incoming resources from charitable activities					
Scottish Executive		-	118,294	118,294	126,110
North Lanarkshire Council		-	263,164	263,164	271,055
Total incoming resources		3,495	381,458	384,953	446,848
RESOURCES EXPENDED					
Charitable activities					
Scottish Executive		-	118,294	118,294	126,110
North Lanarkshire Council		-	223,950	223,950	219,760
Governance costs		-	15,340	15,340	14,742
Total resources expended		-	357,584	357,584	360,612
NET INCOMING RESOURCES		3,495	23,874	27,369	86,236
RECONCILIATION OF FUNDS					
Total funds brought forward		48,692	36,553	85,245	(991)
TOTAL FUNDS CARRIED FORWARD		<u>52,187</u>	<u>60,427</u>	<u>112,614</u>	<u>85,245</u>

The notes form part of these financial statements

MOTHERWELL & DISTRICT WOMEN'S AID

Balance Sheet
At 31 March 2015

	Not es	Unrestricted funds £	Restricted funds £	Total 2015 funds £	Total 2014 funds £
FIXED ASSETS					
Tangible assets	5	157,256	-	157,256	154,873
CURRENT ASSETS					
Debtors	6	6,790	27,711	34,501	50,119
Cash at bank		<u>3,831</u>	<u>52,433</u>	<u>56,264</u>	<u>42,339</u>
		10,621	80,144	90,765	92,458
CREDITORS					
Amounts falling due within one year	7	(36,335)	(19,717)	(56,052)	(71,872)
NET CURRENT ASSETS/(LIABILITIES)		<u>(25,714)</u>	<u>60,427</u>	<u>34,713</u>	<u>20,586</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		131,542	60,427	191,969	175,459
CREDITORS					
Amounts falling due after more than one year	8	(79,355)	-	(79,355)	(90,214)
NET ASSETS		<u>52,187</u>	<u>60,427</u>	<u>112,614</u>	<u>85,245</u>
FUNDS	10				
Unrestricted funds				52,187	48,692
Restricted funds				<u>60,427</u>	<u>36,553</u>
TOTAL FUNDS				<u>112,614</u>	<u>85,245</u>

The notes form part of these financial statements

MOTHERWELL & DISTRICT WOMEN'S AID

Balance Sheet - continued

At 31 March 2015

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2015.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2015 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees on 7 August 2015 and were signed on its behalf by:



S McGleish -Trustee

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MOTHERWELL & DISTRICT WOMEN'S AID

Notes to the Financial Statements for the Year Ended 31 March 2015

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 April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings - 2% on cost

Expenditure of £100 or more on individual tangible fixed assets is capitalised at cost. Expenditure on assets below this threshold is charged directly to the statement of financial activities in the period it is incurred.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2015	2014
	£	£
Depreciation - owned assets	<u>3,195</u>	<u>1,803</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2015 nor for the year ended 31 March 2014.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2015 nor for the year ended 31 March 2014.

MOTHERWELL & DISTRICT WOMEN'S AID

Notes to the Financial Statements - continued
for the Year Ended 31 March 2015

4. STAFF COSTS

	2015	2014
	£	£
Wages and salaries	171,766	169,719
Social security costs	<u>14,569</u>	<u>15,746</u>
	<u>186,335</u>	<u>185,465</u>

The average monthly number of employees during the year was as follows:

	2015	2014
Manager	1	1
Assistant manager	1	1
Childrens workers	3	4
Womens support	<u>4</u>	<u>4</u>
	<u>9</u>	<u>10</u>

No employees received emoluments in excess of £60,000.

5. TANGIBLE FIXED ASSETS

	Land and buildings	Plant and machinery etc	Totals
	£	£	£
COST			
At 1 April 2014	153,765	2,911	156,676
Additions	<u>-</u>	<u>5,578</u>	<u>5,578</u>
At 31 March 2015	<u>153,765</u>	<u>8,489</u>	<u>162,254</u>
 DEPRECIATION			
At 1 April 2014	1,075	728	1,803
Charge for year	<u>1,074</u>	<u>2,121</u>	<u>3,195</u>
At 31 March 2015	<u>2,149</u>	<u>2,849</u>	<u>4,998</u>
 NET BOOK VALUE			
At 31 March 2015	<u>151,616</u>	<u>5,640</u>	<u>157,256</u>
At 31 March 2014	<u>152,690</u>	<u>2,183</u>	<u>154,873</u>

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015	2014
	£	£
Trade debtors	17,284	49,008
Other debtors	<u>17,217</u>	<u>1,111</u>
	<u>34,501</u>	<u>50,119</u>

MOTHERWELL & DISTRICT WOMEN'S AID

Notes to the Financial Statements - continued
for the Year Ended 31 March 2015

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015	2014
	£	£
Bank loans and overdrafts	5,390	35,688
Trade creditors	5,856	1,011
Taxation and social security	4,310	3,913
Other creditors	<u>40,496</u>	<u>31,260</u>
	<u>56,052</u>	<u>71,872</u>

8. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2015	2014
	£	£
Bank loans	<u>79,355</u>	<u>90,214</u>
Amounts falling due in more than five years:		
Repayable by instalments:		
Bank loans	<u>55,761</u>	<u>66,620</u>

9. OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one year:

	2015	2014
	£	£
Expiring:		
Between one and five years	<u>1,540</u>	<u>1,540</u>

10. MOVEMENT IN FUNDS

	At 1.4.14	Net movement in funds	At 31.3.15
	£	£	£
Unrestricted funds			
General fund	48,692	3,495	52,187
Restricted funds			
North Lanarkshire Council	36,553	23,874	60,427
TOTAL FUNDS	<u>85,245</u>	<u>27,369</u>	<u>112,614</u>

MOTHERWELL & DISTRICT WOMEN'S AID

Notes to the Financial Statements - continued
for the Year Ended 31 March 2015

10. **MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	3,495	-	3,495
Restricted funds			
Scottish Executive	118,294	(118,294)	-
North Lanarkshire Council	<u>263,164</u>	<u>(239,290)</u>	<u>23,874</u>
	381,458	(357,584)	23,874
TOTAL FUNDS	<u><u>384,953</u></u>	<u><u>(357,584)</u></u>	<u><u>27,369</u></u>

MOTHERWELL & DISTRICT WOMEN'S AID

Detailed Statement of Financial Activities
for the Year Ended 31 March 2015

	2015	2014
	£	£
INCOMING RESOURCES		
Voluntary income		
Donations	3,495	49,683
Incoming resources from charitable activities		
Grants	<u>381,458</u>	<u>397,165</u>
Total incoming resources	384,953	446,848
RESOURCES EXPENDED		
Charitable activities		
Wages	171,766	169,719
Social security	14,569	15,746
Rent and rates	56,273	58,096
Insurance	3,846	3,865
Light and heat	24,154	20,168
Telephone	6,324	9,628
Postage and stationery	2,933	445
Sundries	11,816	1,756
Furniture and furnishings	6,749	18,047
Repairs and maintenance	12,927	5,396
Cleaning	2,203	6,705
Licences	1,571	1,455
Children's entertainment	1,950	2,638
Motor expenses	2,781	3,819
Travel expenses	6,486	6,460
Staff training	4,020	6,475
Computer support	3,306	2,160
Photocopier rental	1,823	1,800
Subscriptions	<u>2,671</u>	<u>2,671</u>
	338,168	337,049
Governance costs		
Accountancy	5,760	5,760
Legal and professional fees	<u>9,580</u>	<u>8,982</u>
	15,340	14,742
Support costs		
Finance		
Bank charges	861	982
Bank interest	20	294
Bank loan interest	<u>-</u>	<u>5,742</u>
	881	7,018

MOTHERWELL & DISTRICT WOMEN'S AID

Detailed Statement of Financial Activities
for the Year Ended 31 March 2015

	2015 £	2014 £
Other		
Freehold property	1,074	1,075
Fixtures and fittings	<u>2,121</u>	<u>728</u>
	<u>3,195</u>	<u>1,803</u>
Total resources expended	357,584	360,612
	<u> </u>	<u> </u>
Net income	<u>27,369</u>	<u>86,236</u>