

The Breastfeeding Network
Report and Financial Statements
for the year ended 31 March 2012

Charity number: SC027007
Company number: SC330639

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The Breastfeeding Network

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The Breastfeeding Network

Legal and Administrative Information

Charity name	The Breastfeeding Network	
Charity registration number	SC027007	
Company registration number	SC330639	
	Marianne Monie	Chair
	Zoe Chadderton	
	Anabel Hands	
	Phyll Buchanan	
	Elaine Parsons	
	Zoe Walsh	Resigned June 2012
	Sukie Woodhouse	
Company secretary	Mary Broadfoot	
Senior management	Mary Broadfoot	
	Sarah Saunby	
	Kathryn Phillips	
Registered office	38 Cadogan Street Glasgow G2 7HF	
Principal office	PO Box 11126 Paisley PA2 8YB	
Auditors	Alexander Sloan Chartered Accountants 38 Cadogan Street Glasgow G2 7HF	
Bankers	Bank of Scotland plc 58 Neilston Road Paisley PA2 6NE	
Solicitors	Shepherd and Wedderburn 1 Exchange Crescent Conference Square Edinburgh EH3 8UL	

The Breastfeeding Network
Trustees' Annual Report
for the year ended 31 March 2012

The Trustees present their report and the financial statements of the charity for the year ended 31 March 2012.

Trustees

The Directors of the charitable company are its Trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees.

The Trustees serving during the year and since the year end are detailed on page 1.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 7 September 2007. The company was incorporated under a Memorandum of Association which established the objects and powers of the company and is governed under its Articles of Association.

Appointment of Trustees

New Trustees are appointed by the existing Trustees or by nomination by an existing member, followed by a quorate vote amongst members present at an Annual General Meeting. Invitations are sent to all members and volunteer workers when a position is required to be filled and new Trustees are given the necessary training to carry out their role.

Risk management

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity and are satisfied that systems are in place to mitigate these

OBJECTIVES AND ACTIVITIES

Our History

The Breastfeeding Network (BfN) was founded as a Scottish charity in 1997 to provide breastfeeding support throughout the UK. It is led by mothers who have breastfed, who bring a wide range of skills and experience from all walks of life to enable our organisation to develop and thrive whilst remaining true to our original aims and values.

Our aim

Breastfeeding Network aims to give children the best start in life and create strong families by supporting mothers to breastfeed their babies. We have developed community-based approaches which have successfully reached mothers from areas with low breastfeeding rates who are often also disadvantaged through a variety of factors.

Our support and information about breastfeeding is funded completely independently of companies with a commercial interest in infant feeding, it relies on simple but powerful mother-to-mother support.

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OBJECTIVES AND ACTIVITIES (CONT'D)

Our values

- Mother-to-mother
- Accessible when and where families need help
- Inclusive of women who face barriers to breastfeeding
- Free from commercial interests
- Based on evidence
- Honest and trustworthy

Our approach

Our core activity is to create the setting by which this mother-to-mother support takes place, in an accessible, reliable, consistent and high quality manner. BfN trains mothers who have breastfed and want to help other mothers within their communities. The training is in two stages:

- Breastfeeding Helper training, a level 2 course with 6 credits, accredited by the Open College Network.
- Breastfeeding Supporter training, this intense course takes 2-3 years to complete and is being accredited at L3. Currently this L3 training is being accredited with 9 credits.

Mother-to-mother support is then delivered through:

- Helplines
- Supporterline
- National Breastfeeding Helpline - together with the Association of Breastfeeding Mothers.
- Supporterline in Bengali/Sylheti
- Local Breastfeeding Drop-ins which hold regular, weekly events where women can access support and information face-to-face and meet other new mothers within their community.
- Local Peer Support programmes, which provide a structured combination of community and hospital support delivered by paid peer supporters and coordinators, and trained volunteers and tailored to local needs. These provide a systematic approach to increasing breastfeeding rates. This is achieved through consistent, coordinated and focused support spanning the mother's journey as she makes the transition to becoming a mother from pregnancy, through birth and beyond for the first few weeks and months and beyond.

ACHIEVEMENTS AND PERFORMANCE

Our Achievements and Performance April 2011 - March 2012

BfN registered volunteers

- 870 new training enquiries received.
- 36 training courses for helpers
- 349 new helpers qualified plus
- 78 certificates of attendance awarded
- 967 registered helpers by the end of March 2012
- 7 supporters training courses
- 45 new supporters
- 211 registered supporters by the end of March 2012

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Phone helplines

Helpline	Supporterline	NBH	Bengali line	Drugs in breastmilk
Total calls received	12940	35915	587	3172
Average calls per month	1078	2993	49	264
Total talk time	565:26:00	2069:21:00	15:58:40	104:35:00
Average talk time per month	47:07:10	172:26:00	01:19:53	08:42:00

Communications

- Newsletter going to over 2,300 members and subscribers.
- We still maintain lively local and national Email Chat Lists
- BfN Facebook page

Tutors, Training and Supervisors

Fifty of our Tutors and Supervisors attended the Annual Tutors' and Supervisors' Conference in Worcestershire.

National Breastfeeding Helpline - 0300 100 0212

- Independent evaluation of the National Breastfeeding Helpline was commissioned undertaken and completed by April 2012.
- Recruitment undertaken for NBH Project Manager role for appointment in April 2012.

Drugs in Breastmilk Helpline 0844 412 4665

During this year an evaluation of the Drugs in Breastmilk service was carried out, written up and accepted for publication.

<http://www.internationalbreastfeedingjournal.com/content/7/1/6/abstract>

It shows how positively this service is seen, both by health care professionals and mothers.

The number of emails and calls to the Drugs in Breastmilk team continues to grow.

Changes have been made to the FAQ on thrush, and the fact sheet on cough and cold remedies has also been updated.

Policy development

Directors and Staff met in London in March 2012 to look at business planning priorities.

Regular risk register meetings were held.

Inspiring Scotland

In September 2011, the BfN was awarded funding from the Inspiring Scotland's Early Years Action Fund. Inspiring Scotland is a body funded by the Scottish Government providing long term funding and development support to Scotland's charities. In this capacity they assigned us a Performance Advisor and funded the employment of a Scottish Charity Development Officer, both of whom help us to improve our central governance structures as well as supporting and fully funding the Ayrshire project.

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for the year ended 31 March 2012

Employment

The workload in this area doubled on the previous year with the launch of the BfN Wigan Breastfeeding Peer Support Service in summer 2011 and the Inspiring Scotland-funded project in Ayrshire in Autumn 2011.

We strengthened the central BfN team during this period with two key appointments, namely, Jennifer Challinor as Scottish Charity Development Officer and Shereen Fisher as NBH Project Manager. We appointed a total of 63 people to jobs including 58 people in Peer Support Projects, an Operations Administrator in Paisley, and two in Internal Verification roles.

Operations team

Staff numbers and staff hours increased to accommodate the growing organisation. Good communication is ensured with the annual face to face meeting, weekly staff meetings and frequent phone calls and Skype meetings. In this way a geographically widespread group, working variable hours, remotely remains cohesive.

AGM 2011

- Held in London and attended by 106 members
- Featured a fundraising session by Kate Meads
- Overview of Jacqui Stronach's work in Suffolk
- Sara Atherton on work in the Wirral with Homestart
- Wendy Jones on Drugs in Breastmilk Helpline
- Combined with study day with the nutritionist, Dr Helen Crawley, speaking on infant milks.

New Premises

In December 2011 the BfN moved into its first ever office premises, in a refurbished Embroidery Mill in Paisley. This provides space to have meetings and interviews; store our materials and publications; make up packages and mailings; and for local staff to work and meet each other.

Volunteering

BfN volunteers continue to make an enormous contribution to breastfeeding support nationally.

Fundraising and Commissioning

New contracts

- Wigan
- Inspiring Scotland (Ayrshire)

Renewed Contracts

- Blackpool
- North Lancashire
- Suffolk
- East Berkshire
- Reading
- Gloucester

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Other fundraising activities

Other fundraising activities included Ink cartridge and mobile phone recycling; Justtextgiving; collection boxes; and Christmas card sales. Some donors have set up pages through Justgiving to donate to BfN.

Website

- Average of around 15,000 visitors per month
- 30% of visitors are regulars, with 70% new viewers to our web pages.
- Drugs in breast milk, FAQs and information sheets are the most popular parts of the site

BfN Strategic approach - Sustaining excellent support for breastfeeding

People

- o The needs of breastfeeding mothers and babies are at the heart of everything we do
- o We want to reach out to extend our Network up and down the country to breastfeeding mothers, their support networks and the professionals involved in their care
- o BfN is the people who make it up, and we want to reflect the families we support by recruiting widely from a diversity of backgrounds
- o We are committed to supporting and continuously developing our volunteers and staff in the work they do for BfN
- o We take care to nurture the leaders in our organisation to ensure its growth for the future

Quality

- o We would rather do less really well than compromise on quality
- o Yet we seize opportunities for local initiatives and innovation, striving for the best possible ways to empower breastfeeding mothers
- o We are clear about the frameworks within which we work, for our own safety and that of those we support
- o The training we deliver is of a consistently high standard, where possible verified by external accreditation
- o We ensure that there are sufficient resources to sustain the activities we start

Communication

- o BfN aims to provide the best independent evidence-based information in the UK about breastfeeding, free from commercial interests in infant feeding
- o We listen actively and well to those we support and to all our volunteers and staff at all levels
- o We talk positively about our work and tell people widely about what we do because we are proud of our achievements
- o Every member of BfN can explain what we do, why we do it and how we do it
- o We are careful to think about what people need and would like to know and to give them information in the most helpful way for them

The Breastfeeding Network

Trustees' Annual Report for the year ended 31 March 2012

Governance

Our governing body is our board of directors. They are supported in the running and management of the organisation by the staff senior management team. The role of our board of directors is to ensure we work within the law and the objects of our charity as set out in the Memorandum & Articles of Association. They also ensure our Code of Conduct is upheld by all our volunteers. The role includes:

" Accountability - ensuring our responsibilities are met, including appropriate control of finance and expenditure.

" Policy making -ensuring appropriate policies and systems are in place. Additional policies have been introduced to help us understand the requirements of working with local NHS health professionals and develop trust. Each policy has an action plan, audited annually to measure progress and compliance. Volunteers & paid staff take part in relevant training as part of CPD e.g. hand hygiene, safeguarding and information governance online training. Policies are reviewed as part of document control, audited annually and reviewed every two years, or more often as required to keep up-to-date with legislation and changing service standard.

There are sub-groups, such as Tutor Leadership Group and Supervision Leadership Group within the national core team to lead on the implementation of these policies. The HR team lead on the staff policy and equality & diversity. Individual directors lead on Safeguarding, Health & Safety, Information Governance and Risk Management.

Decision-making

Each area uses supervision structures to work through local issues brought in confidence by volunteers. As a charity we are governed by our Memorandum and Articles of Association and within this document we have set our own standards. Our work is designed to complement the work being done by Health Professionals. Our approach is a mother-centred one; believing that the mother has the best interests of her child at the heart of any decisions she may make. Our role is to listen, give evidence-based information and support the mother to make informed decisions. All volunteers are required to sign our Code of Conduct, ensuring we uphold this standard.

BfN's two leadership groups, Tutor Leadership Group (overseeing the quality of training and other training issues) and Supervision Leadership Group (overseeing supervision issues) continue to work effectively and met together in earlier this year to discuss overlapping issues.

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Trustees' Annual Report
for the year ended 31 March 2012

BfN policy structure

The following policies were written or updated during this year.

- Funding policy (introduced May 2011)
- Environmental policy (introduced June 2011)
- Health and Safety policy (revised June 2011)
- Malpractice policy (implemented July 2011)
- EMSA statement (released July 2011)
- Equality and Diversity policy (revised July 2011)
- Lone worker policy (revised August 2011)
- Complaints policy (revised November 2011)
- Safeguarding policy (implemented September 2011)
- NBH Policy & Procedure for Management of Compliments, Comments, Concerns or Complaints (Issued January 2012)

FINANCIAL REVIEW

The Statement of Financial Activities shows net incoming resources for the year of £22,593. A total of £622,670 was retained in accumulated funds at the year end.

Reserves policy

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level to provide sufficient funds to cover management, administration and support costs.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

- The Trustees (who are also Directors of The Breastfeeding Network for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees 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 operation.

The Breastfeeding Network
Trustees' Annual Report
for the year ended 31 March 2012

The Trustees are responsible for keeping proper accounting records that 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 Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. 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 charitable company's auditors are unaware, and
- the Trustees have taken all the 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.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Auditors

A resolution proposing that Alexander Sloan, Chartered Accountants, be reappointed as auditors of the charitable company will be put to the Annual General Meeting.

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

This report was approved by the Trustees on 7 November 2012 and signed on their behalf by



Mary Broadfoot
Secretary

The Breastfeeding Network

Independent Auditor's Report to the Trustees of The Breastfeeding Network

We have audited the financial statements of The Breastfeeding Network for the year ended 31 March 2012 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (Effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made exclusively to the charity's Trustees, as a body, in accordance with Section 44 (1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's Trustees 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 its Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Trustees and Auditor

As explained more fully in the Trustees' Responsibilities Statement (set out in the Trustees' Annual Report), 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.

The Trustees have elected for the financial statements to be audited in accordance with the Charities and Trustee Investment (Scotland) Act 2005 rather than also with the Companies Act 2006. Accordingly we have been appointed as Auditor under Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report in accordance with that Act.

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 [APB's] Ethical Standards for Auditors.

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard - Provisions Available for Small Entities, in the circumstances set out in note 21 to the financial statements.

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 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 Trustees' Annual 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 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 31 March 2012 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, the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

The Breastfeeding Network

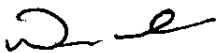
Independent Auditor's Report to the Trustees of The Breastfeeding Network (continued)

Matters on which we are required to report by exception

In respect of the following matters where the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept proper and adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

We have nothing to report in respect of these matters.



Mark Mulholland (Senior Statutory Auditor)

for and on behalf of

Alexander Sloan

Chartered Accountants and

Statutory Auditor

7 November 2012

38 Cadogan Street

Glasgow

G2 7HF

Alexander Sloan is eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006

The Breastfeeding Network
Statement of Financial Activities
(incorporating Income and Expenditure Account)
for the year ended 31 March 2012

	Notes	Unrestricted funds £	Restricted funds £	2012 Total £	2011 Total £
Incoming resources					
Incoming resources from generated funds					
Voluntary income	2	9,360	155,850	165,210	173,741
Activities for generating funds	3	2,094	-	2,094	2,059
Investment income	4	3,805	-	3,805	4,040
Incoming resources from charitable activities	5	385,083	760,072	1,145,155	1,152,294
Other incoming resources	6	8,351	-	8,351	2,200
Total incoming resources		<u>408,693</u>	<u>915,922</u>	<u>1,324,615</u>	<u>1,334,334</u>
Resources expended					
Costs of generating funds					
Fundraising trading costs	7	(672)	-	(672)	(619)
Charitable activities	8	(511,859)	(761,259)	(1,273,118)	(1,435,754)
Governance costs	9	(28,232)	-	(28,232)	(18,320)
Total resources expended		<u>(540,763)</u>	<u>(761,259)</u>	<u>(1,302,022)</u>	<u>(1,454,693)</u>
Net incoming/(outgoing) resources before transfers		(132,070)	154,663	22,593	(120,359)
Gross transfers between funds		(296,156)	296,156	-	-
Net movement in funds		<u>(428,226)</u>	<u>450,819</u>	<u>22,593</u>	<u>(120,359)</u>
Reconciliation of funds					
Total funds brought forward		510,484	89,593	600,077	720,436
Total funds carried forward		<u>82,258</u>	<u>540,412</u>	<u>622,670</u>	<u>600,077</u>

The notes on pages 14 to 22 form an integral part of these financial statements.

The Breastfeeding Network

Balance Sheet as at 31 March 2012

		2012	2011
	Notes	£	£
Fixed assets			
Tangible assets	13	2,526	6,675
Current assets			
Stocks		5,725	6,831
Debtors	14	124,551	197,879
Cash at bank and in hand		813,720	733,169
		<u>943,996</u>	<u>937,879</u>
Creditors: amounts falling due within one year	15	<u>(323,852)</u>	<u>(344,477)</u>
Net current assets		620,144	593,402
Net assets		<u>622,670</u>	<u>600,077</u>
Funds			
Unrestricted funds			
General funds	17	82,258	510,484
Restricted funds	18	540,412	89,593
		<u>622,670</u>	<u>600,077</u>

The financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved and authorised for issue by the Directors on 7 November 2012 and signed on their behalf by



Marianne Monie

Trustee

Registered number: SC330639

The notes on pages 14 to 22 form an integral part of these financial statements.

The Breastfeeding Network

Notes to the Financial Statements for the year ended 31 March 2012

1. Accounting policies

1.1. Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) issued in March 2005, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) 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 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 when the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Income from investments is included in the year in which it is receivable.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions is recognised as earned (as the related goods or services are provided). Grant income included in this category provides funding to support performance activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

1.3. Resources expended

Expenditure is recognised on an accruals basis when a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

1.4 Activity based reporting

The Trustees are of the opinion that the charity has a single activity and there is no merit in providing further analysis within the notes to the accounts.

The Breastfeeding Network

Notes to the Financial Statements for the year ended 31 March 2012

1.5. Tangible fixed assets and depreciation

Fixed assets are stated at cost less accumulated depreciation.

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment	-	33% straight line
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1.6. Stock

Stock is valued at the lower of cost and net realisable value.

2. Voluntary income

	2012	2011
	£	£
Donations	6,506	6,797
Dept of Health - National Breastfeeding Helpline	150,000	150,000
Department of Health - Support in Bengali	-	13,320
Stevenage Community Trust	850	-
Big Lottery	5,000	-
Membership subscriptions	2,854	3,624
	<u>165,210</u>	<u>173,741</u>

3. Activities for generating funds

	2012	2011
	£	£
Fundraising	2,094	2,059
	<u>2,094</u>	<u>2,059</u>

4. Investment income

	2012	2011
	£	£
Interest received	3,805	4,040
	<u>3,805</u>	<u>4,040</u>

The Breastfeeding Network

Notes to the Financial Statements for the year ended 31 March 2012

5. Incoming resources from charitable activities

	2012	2011
	£	£
Leaflet sales	27,608	40,080
Training	144,178	225,346
Breastfeeding centre	35,948	35,298
Resource Boxes	1,400	4,600
Quality standard setting and promotion	84,569	87,695
Infant feeding advisers/ employees on secondment	-	129,276
Peer Support Income	851,452	629,999
	<u>1,145,155</u>	<u>1,152,294</u>

6. Other incoming resources

	2012	2011
	£	£
Other income	8,351	2,200
	<u>8,351</u>	<u>2,200</u>

7. Fundraising trading costs

	2012	2011
	£	£
Other fundraising trading costs		
Personalised stationery	<u>672</u>	<u>619</u>

The Breastfeeding Network

Notes to the Financial Statements for the year ended 31 March 2012

8. Costs of charitable activities

	2012	2011
	£	£
Wages and salaries	102,358	107,125
Employer's NI contributions	44,750	49,759
Local Projects	88,735	123,679
Peer Support Programmes	480,913	522,746
Other charitable activities	901	127,854
Breastfeeding centre costs	30,299	38,257
Newsletter	8,411	5,815
Printing, postage and stationery	10,687	18,972
Recruitment	2,328	-
Telephone and internet	5,121	4,444
Computer costs	2,479	667
Training, supervision and books	296,424	208,911
Insurance	25,038	21,682
Leaflet & Publicity Costs	23,527	45,664
Rent	1,335	-
Drugline	2,014	3,829
Helplines	119,845	132,839
Supporting	1,438	2,378
Bad Debts	3,923	6,494
General expenses	6,009	3,033
Repairs and maintenance	1,489	231
Subscriptions	772	1,439
Travelling expenses	9,714	5,720
Consultancy fees	278	-
Bank charges	181	67
Depreciation	4,149	4,149
	<u>1,273,118</u>	<u>1,435,754</u>

9. Governance costs

	2012	2011
	£	£
Staff training	2,104	1,193
Legal and professional	10,679	6,523
Audit	8,789	7,454
AGM and Trustee meetings	6,660	3,150
	<u>28,232</u>	<u>18,320</u>

The Breastfeeding Network

Notes to the Financial Statements for the year ended 31 March 2012

10. Net incoming resources/(resources expended) for the year

	2012	2011
	£	£
Net incoming resources/(resources expended) is stated after charging:		
Depreciation and other amounts written off tangible assets	4,149	4,149
Auditors' remuneration	8,789	7,454
	<u>12,938</u>	<u>11,603</u>

11. Employees

Number of employees

The average monthly numbers of employees during the year were:

2012	2011
Number	Number
157	101
<u>157</u>	<u>101</u>

Employment costs

	2012	2011
	£	£
Wages and salaries	102,358	107,125
Social security costs	44,750	49,759
	<u>147,108</u>	<u>156,884</u>

There were no employees who received remuneration of over £60,000 in the period.

12. Trustees' emoluments

The following trustees received remuneration, as authorised by the executive committee, for services provided other than as trustees during the year:

	£
Phyll Buchanan	7,917
Zoe Chadderton	1,308
Elaine Parsons	34
Zoe Walsh	136
Sukie Woodhouse	9,944

Seven trustees received on aggregate £11,673 for reimbursement of travel, postage and telephone expenses.

The Breastfeeding Network

Notes to the Financial Statements for the year ended 31 March 2012

13. Tangible fixed assets	Fixtures, fittings and equipment £	Total £
Cost		
At 1 April 2011	12,456	12,456
At 31 March 2012	12,456	12,456
Depreciation		
At 1 April 2011	5,781	5,781
Charge for the year	4,149	4,149
At 31 March 2012	9,930	9,930
Net book values		
At 31 March 2012	2,526	2,526
At 31 March 2011	6,675	6,675
14. Debtors	2012 £	2011 £
Trade debtors	116,549	189,945
Prepayments and accrued income	8,002	7,934
	124,551	197,879
15. Creditors: amounts falling due within one year	2012 £	2011 £
Other taxes and social security costs	17,588	18,086
Other creditors	2,301	820
Accruals and deferred income	303,963	325,571
	323,852	344,477

The Breastfeeding Network

Notes to the Financial Statements for the year ended 31 March 2012

16. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 March 2012 as represented by:			
Tangible fixed assets	2,526	-	2,526
Current assets	223,584	720,412	943,996
Current liabilities	(143,852)	(180,000)	(323,852)
	<u>82,258</u>	<u>540,412</u>	<u>622,670</u>

17. Unrestricted General Funds	1 Apr '11 £	Incoming £	Outgoing £	Transfers £	31 Mar '12 £
General Fund	510,484	408,693	(540,763)	(296,156)	82,258
	<u>510,484</u>	<u>408,693</u>	<u>(540,763)</u>	<u>(296,156)</u>	<u>82,258</u>

Purposes of General Funds

General Fund

The General fund comprises income which has been given to the charity without conditions as to how it may be spent.

The Breastfeeding Network

Notes to the Financial Statements for the year ended 31 March 2012

18. Restricted funds	1 Apr '11	Incoming	Outgoing	Transfers	31 Mar '12
	£	£	£	£	£
Department of Health - National Helpline	80,955	150,000	(119,845)	-	111,110
Department of Health - Bengaliline	8,320	-	(191)	-	8,129
Awards for All	248	-	(248)	-	-
Big Lottery	-	5,000	(5,000)	-	-
Stevenage Community Trust	-	850	(850)	-	-
Aberystwyth Town Council grant	70	-	(70)	-	-
Peer Support Programmes	-	613,235	(538,223)	296,156	371,168
Inspiring Scotland	-	146,837	(96,832)	-	50,005
	<u>89,593</u>	<u>915,922</u>	<u>(761,259)</u>	<u>296,156</u>	<u>540,412</u>

Purposes of restricted funds

Department of Health - National Helpline

This money was received by the charity in support of the development of the single National helpline on breastfeeding.

Department of Health - Bengaliline

The Department of Health provided this grant to aid with the project "Supporterline in Bengali".

Awards for All

This grant was provided to aid training and to enable the charity to offer Welsh lessons supporter training.

Big Lottery

This money was received to fund the Aberaeron Breastfeeding Training and Breastfeeding Group.

Stevenage Community Trust

The Stevenage Community Trust provided this grant to assist the BfN to provide the Stevenage Drop-In.

Aberystwyth Town Council grant

This money was donated to the Charity to help towards the costs of offering support to breastfeeding mothers.

Peer Support Programmes

Funding received for Peer Support Programmes where a Service Level Agreement is in place.

Inspiring Scotland

This funding was received for the "Early Years Early Action" Peer Support Programme in Ayrshire.

The Breastfeeding Network

Notes to the Financial Statements for the year ended 31 March 2012

19. Financial commitments

At 31 March 2012 the charity had annual commitments under non-cancellable operating leases as follows:

	2012	2011
	£	£
Expiry date:		
Within one year	<u>2,448</u>	<u>-</u>

20. Related party transactions

The charity paid £1,040 in the year to Piers Carter Associates for a session provided at a Directors meeting. Sukie Woodhouse, Trustee, is the sister of the Director of Piers Carter Associates.

21. Ethical matters

In common with many other charities of our size and nature, we use our auditors to assist with the preparation of the financial statements.