

Charity number: 1049759

**SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE  
(BURTON & DISTRICT)**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
31 MARCH 2020**



# SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)

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## **SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)**

### **REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISORS**

#### **Name of charity**

Sexual and Domestic Abuse and Rape Advice Centre (Burton & District), known as SARAC

#### **Registered charity number**

1049759

#### **Address for correspondence**

PO Box 3  
Burton upon Trent  
Staffordshire  
DE14 1ZT

#### **Trustees**

Mary Bright  
John McKiernan  
Jo Drummond-Child  
Phillip Goulding (appointed May 2020)  
Susan Adey-Rankin (appointed May 2020)  
David Martin (appointed September 2020)

#### **Service Manager**

Amanda Baker

#### **Accountants and Independent Examiners**

Sibbalds Limited  
Chartered Accountants and Business Advisers  
Oakhurst House  
57 Ashbourne Road  
Derby  
Derbyshire  
DE22 3FS

#### **Solicitors**

Smith Partnership  
45 High Street  
Burton upon Trent  
Staffordshire  
DE14 1JP

#### **Bankers**

Barclays Bank  
22-23 High Street  
Burton upon Trent  
Staffordshire  
DE14 1HU

Charities Official Investment Fund  
St Alphage House, 2 Fore Street  
London  
EC2Y 5AQ

## **SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)**

### **TRUSTEES' REPORT**

The Trustees are pleased to present their report and the financial statements of the Charity for the year ended 31 March 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

#### **Trustees of the Charity**

The trustees who have served during the year and since the year end were as follows:

Beverley Haywood (Chair – Resigned August 2019)

Sonia Andjelkovic (Dec'd) (appointed Chair September 2019, resigned December 2019)

Mary Bright (appointed Chair January 2020)

Jo Drummond-Child (Trustee)

John McKiernan (Trustee)

Phillip Goulding (Trustee - appointed May 2020)

Susan Adey-Rankin (Trustee - appointed May 2020)

David Martin (Trustee – appointed September 2020)

#### **Objectives and activities**

The Charity's objects are defined as follows:

(A) To reduce the mental and physical distress of any person within Burton upon Trent and its environs who have been subject to any degree of sexual and/or domestic abuse, coercion or harassment through the provision of advice, counselling, assistance and other support services.

(B) To promote education in Burton upon Trent and its environs by raising awareness in matters relating to sexual and domestic violence and its impact on individuals and the community in respect of psychological, social, economic and cultural considerations.

The Charity has set the following aims and objectives to achieve over the coming year and will be looking to review that these accurately reflect the services provided in 2020-21:

(A) Provide advice, counselling, assistance and other support services to any person aged over 11 years within Burton-on-Trent and its environs who has been subject to any degree of sexual abuse, coercion or harassment, and to others (i.e. secondary survivors) affected by such abuse.

(B) Deliver a quality telephone and face-to-face counselling service, with the aim of reducing the mental and physical distress of its clients and enabling them to move forward in their lives.

(C) Deliver outreach services to the community when possible.

(D) Ensure that SARAC's volunteers and staff are trained and equipped to deliver its services.

(E) Actively promote education and awareness in the region on the subject of sexual and/or domestic violence

(F) Work with appropriate partners in research and developmental projects, disseminating the results of such work.

(G) Work in partnership with other private, public and voluntary organisations to achieve these aims.

(H) Ensure the necessary resources and funding is in place to deliver these aims.

## **SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)**

### **TRUSTEES' REPORT**

#### **Achievements and performance**

The financial year has been positive overall with a significant reduction in expenditure whilst maintaining the quality of our high demand services. Between April 2019 and March 2020 SARAC supported 417 people, which is a similar number to 2018 – 2019, of that number 122 were young people. 2213 young people attended workshops and awareness raising sessions provided by our Children and Young People's service.

As always, the challenges of securing funding remains a risk and the Charity continues to source appropriate funding to sustain the centre. The wrap around services offered through CoCo (Compassionate Communities of Burton) continue to be developed and services such as yoga and drumming have been trialled, supported by funding from Tesco.

SARAC quickly responded to the challenges of COVID-19 and moved to maintain services by ensuring the centre was COVID-19 secure and moving face to face counselling on to the telephone. All clients were appropriately supported and continue to be during the COVID-19 pandemic, helped by significant COVID-19 grants (£80,000) from a number of Organisations. We are grateful for the dedication of our staff and volunteers plus the financial support from our funders, which ensured continuity of our services as we transitioned to a COVID-19 safe environment.

Further expansion plans have been put on hold whilst the Trustees revisit our 3-5 year strategy in the light of COVID-19 and the PCC grant coming to an end. SARAC have continued to develop, change and grow over the year, however, we remain increasingly aware of the demand for our services.

#### **Financial review**

We are extremely grateful to Sibbalds Limited whom we have appointed to examine the financial statements and wish to thank all involved for their advice and help with this process. The financial statements will be submitted to the Charities Commission accordingly. Copies of the report will also be submitted to our funders. As with all our funding, this enables SARAC to continue assisting victims and survivors of abuse and to develop the services we can offer to support clients. Without their financial support, we would be unable to continue to provide our services and thank all our funders for their valuable contributions.

The balance brought forward for the year 2019-20 was £198,972 and our income for the year totalled £413,110. Our unrestricted income totalled £5,613. Our total spending during the year was £237,558.

We are extremely grateful to those who have supported SARAC via donations from clients, services to other professionals and payment for services rendered to schools which support the running costs of the centre. The closing balance in the general fund was £31,158, however the reserves levels are much needed.

The total closing balance in the restricted and unrestricted funds amounted to £374,524 of which £222,492 relates to contracted payments from the National Lottery Fund receivable in instalments over the next three years.

## **SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)**

### **TRUSTEES' REPORT**

#### **Structure, governance and management**

The Trustees are governed by a Charitable Trust Deed dated 3 March 2003:

(A) The Charity shall be managed by a Management Committee which shall be the charity trustees of the Charity within the meaning of the Section 97 of the Charities Act 1993.

(B) The members of the Management Committee shall be elected each year from the general membership of the Charity at the Annual General Meeting of the Charity, and shall hold office from the conclusion of that Meeting.

(C) The Management Committee shall consist of not less than four members nor more than twelve members, including the honorary officers specified in Clause F.

(D) Where a representative of a member organisation is elected to the Management Committee at Annual General Meeting, and is to serve on the Committee for the ensuing year as representative of the member organisation, this shall be reported.

(E) In the event of any application for representation on the Management Committee being received from any member organisation, the Committee may, by a resolution passed by a majority of not less than two-thirds of all the members of the Committee, and for so long as the Committee shall determine, allow such organisations to appoint a representative, or an additional representative, to serve on the Committee.

(F) Any organisation having representation on the Management Committee may appoint a deputy, without power to vote, to replace a representative who is unable to attend a particular meeting of the Committee.

(G) The Management Committee may from time to time co-opt persons having special knowledge or experience of its work to serve on the Committee, provided that the co-opted members shall not exceed one-fourth of the total membership of the Committee. Such members shall have power to vote at all meetings.

(H) No member of the Management Committee shall receive remuneration from the Charity or the Committee in any capacity, reasonable and proper expenses excepted, or be interested in the supply of works or goods at the cost of the Charity or the Committee.

(I) Every member of the Management Committee shall hold office until the end of the Annual General Meeting next following the date of their election or appointment.

(J) The Management Committee may invite any person to attend any of its meetings as an observer without power to vote.

(K) The proceedings of the Management Committee shall not be invalidated by any vacancy among their number or by any failure to elect or appoint, or any defect in the election or appointment or qualification, of a member of the said Management Committee.

## **SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)**

### **TRUSTEES' REPORT**

#### **Reserves policy**

The Trustees consider an appropriate level of reserves should be held to ensure the Charity has sufficient resources to meet this ongoing expenditure and to allow time for reorganisation in the event of an unforeseen increase in expenditure or liabilities or an unexpected downturn in income or asset values.

For this purpose the Trustees consider that sufficient resources should amount to no less than £134,500.

The Trustees have made an assessment of the risks and other issues facing the Charity and have considered it prudent to set a target level of reserves at an amount equivalent to an estimation of twelve months operating expenses.

The Reserves Policy is reviewed annually by the Committee.

The amount held as Reserves at 31 March 2020 amounted to £374,524 (£152,032 net of future National Lottery Funds) of which £31,158 was held in the General Fund.

The Trustees have recognised the need to designate certain amounts held within General Funds to meet future commitments. The need for these Designated Funds and the amounts designated are reviewed annually.

The Charity's governing document does not require the Trustees to maintain a minimum level of funds for future operations, however in accordance with best practice the Trustees have designated funds of approximately one year's expenditure to meet future commitments.

#### **Public benefit statement**

Our main activities and who we try to help through our charitable activities focus on the provision of an adult service which supports any victims/survivors and secondary survivors (i.e. people supporting victims/survivors) over the age of 18. The main services offered are:

- emotional support calls via a Helpline Service, face-to-face support and advice services via an ISVA (Independent Sexual Violence Advisor)
- provision of a Young Persons Service which supports any victims/survivors and secondary survivors between the ages of 11 and 18 years of age offering one to one emotional support, awareness raising and drop-in sessions and workshops at schools and colleges.

These activities are to relieve the mental and physical distress of any person within East Staffordshire and South Derbyshire who have been subject to any degree of sexual abuse, coercion or harassment and are undertaken to further our charitable purposes for the public benefit.

The majority of our referrals continue to come from Burton and Tamworth. We have both a service for adults and for young people.

## **SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)**

### **TRUSTEES' REPORT**

#### **Trustees' responsibilities statement**

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity 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 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 Charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



## SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)

### TRUSTEES' REPORT

#### Chairman's report

Sonia Andjelkovic, our Chair of Trustees, passed away suddenly during this year. I'd like to take this opportunity to say how shocked and sad we all were at SARAC to hear of Sonia's passing. She was a driving force within SARAC and worked tirelessly for the charity and for her local community. Sonia had been involved with the charity for 15 years. I became Chair under these tragic circumstances in January 2020 and write this report from that perspective.

The demand for our services continues and we strive to maintain those services to meet the needs of our clients. We are continuing to progress our cost reduction plans to ensure that the maximum funds are directed to the client interface. At SARAC, we believe that all survivors are entitled to receive the best possible response to their needs and all our energies are focused on our clients.

Given the in-year challenges of change of personnel, becoming a CIO has not progressed as quickly as anticipated, however robust plans are in place for that to happen in 2020- 21. SARAC has been successful in recruiting a number of new Trustees amongst which is a Treasurer and I thank all Trustees for their continued commitment.

We have been successful this year in receiving grants from Henry Smith to sustain our Young People's service for the next 3 years and to the Big Lottery to cover our overheads for the same period. However, going forward we need to diversify our funding streams and build our reserves which have been depleted over the previous years. We continue to benefit from the invaluable support of Lloyds Business Fund in developing our Governance processes.

We could not do all of this without the dedicated work of our staff and team of volunteers, who work untiringly to assist those in need. I sincerely thank them all, on behalf of the trustees, for all they do on behalf of the Charity. In addition, we thank the generosity of our funders who have responded to the vision that the trustees have for the charity.



**Mary Bright**  
Acting Chair of SARAC

Date 12/11/20

## **SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)**

### **Independent Examiner's report to the Trustees of the Sexual and Domestic Abuse and Rape Advice Centre (Burton & District)**

I report to the Charity Trustees on my examination of the accounts of the charity for the year ended 31 March 2020.

#### **Responsibilities and basis of report**

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



**David Bowler FCCA CTA**  
Sibbalds Limited  
Chartered Accountants and Business Advisers  
Oakhurst House  
57 Ashbourne Road  
Derby  
Derbyshire  
DE22 3FS

Date .....19/11/2020.....

## SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)

### STATEMENT OF FINANCIAL ACTIVITIES (including income and expenditure account) for the year ended 31 March 2020

	Notes	Unrestricted funds 2020 £	Restricted funds 2020 £	Total Funds 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total Funds 2019 £
<b>Incoming resources</b>							
<b><i>Voluntary income</i></b>							
Grants	2	3,443	407,497	410,940	-	234,398	234,398
Donations and legacies		1,483	-	1,483	1,957	-	1,957
<b><i>Incoming resources from charitable activities</i></b>							
Income from contracted services		279	-	279	2,121	-	2,121
<b><i>Activities to generate funds</i></b>							
Fund raising events		200	-	200	323	-	323
		5,405	407,497	412,902	4,401	234,398	238,799
<b><i>Investment income</i></b>							
Deposit account interest		208	-	208	162	-	162
<b>Total incoming resources</b>		5,613	407,497	413,110	4,563	234,398	238,961
<b>Resources expended</b>	4						
Staff costs	5	-	138,859	138,859	-	208,324	208,324
Supervision and training		-	683	683	1,433	3,905	5,338
Travel and childcare expenses		-	6,410	6,410	-	10,590	10,590
Rent and rates		-	15,711	15,711	-	2,322	2,322
Heat and light		-	2,047	2,047	-	(448)	(448)
Insurance		-	3,210	3,210	-	1,754	1,754
Water rates		-	583	583	-	185	185
Repairs and renewals		-	1,014	1,014	-	637	637
CoCo services		-	821	821	-	602	602
Postage, stationery and telephone		-	4,973	4,973	-	7,778	7,778
Carried forward		-	174,311	174,311	1,433	235,649	237,082

## SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)

### STATEMENT OF FINANCIAL ACTIVITIES (including income and expenditure account) for the year ended 31 March 2020

	Notes	Unrestricted funds 2020 £	Restricted funds 2020 £	Total Funds 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total Funds 2019 £
Brought forward		-	174,311	174,311	1,433	235,649	237,082
IT and social media costs		-	15,434	15,434	-	13,689	13,689
Bookkeeping and payroll costs		-	1,345	1,345	-	935	935
Professional charges		-	22,487	22,487	-	12,720	12,720
Grants repaid		-	8,618	8,618	-	-	-
Independent examination	6	3,375	-	3,375	3,240	-	3,240
Subscriptions and affiliations		-	1,124	1,124	-	559	559
Depreciation		7,877	-	7,877	8,738	-	8,738
Miscellaneous costs		-	2,895	2,895	-	1,891	1,891
Bank charges		92	-	92	30	-	30
<b>Total resources expended</b>		<b>11,344</b>	<b>226,214</b>	<b>237,558</b>	<b>13,441</b>	<b>265,443</b>	<b>278,884</b>
<b>Net movement in funds</b>	14	<b>(5,731)</b>	<b>181,283</b>	<b>175,552</b>	<b>(8,878)</b>	<b>(31,045)</b>	<b>(39,923)</b>
Total funds brought forward	14	36,889	162,083	198,972	45,767	193,128	238,895
<b>Total funds carried forward</b>	14	<b>31,158</b>	<b>343,366</b>	<b>374,524</b>	<b>36,889</b>	<b>162,083</b>	<b>198,972</b>

The notes form part of these financial statements

# SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)

## BALANCE SHEET as at 31 March 2020

	Notes	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets	8	35,866	43,174
		<u>35,866</u>	<u>43,174</u>
<b>Current assets</b>			
Debtors	9	266,735	23,088
Cash at bank and in hand		81,874	136,442
		<u>348,609</u>	<u>159,530</u>
<b>Creditors: amounts falling due within one year</b>	10	9,952	3,732
<b>Net current assets/(liabilities)</b>		<u>338,657</u>	<u>155,798</u>
<b>Net assets/(liabilities)</b>		<u>374,523</u>	<u>198,972</u>
<b>Charity funds</b>			
Restricted funds	14	343,366	162,083
Unrestricted funds	14	31,157	36,889
<b>Total charity funds/(deficit)</b>	14	<u>374,523</u>	<u>198,972</u>

The financial statements have been prepared in accordance with the Charities SORP (FRS 102).

The financial statements were approved and authorised for issue by the Board of Trustees on 12/11/20 and were signed on its behalf by:



**Mary Bright**  
Acting Chair of SARAC

12/11/20

The notes form part of these financial statements

## **SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)**

### **NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2020**

#### **1 Summary of significant accounting policies**

##### **(a) General information and basis of preparation**

Sexual and Domestic Abuse and Rape Advice Centre (Burton & District), known as SARAC, is an unincorporated charity registered in England and Wales.

The presentation currency of the financial statements is the Pound Sterling (£).

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016 and Update Bulletin 2 published on 5 October 2018), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that gross income does not exceed £500,000.

There has been a change in format of the Statement of Financial Activities (SoFA) this year. In line with Update Bulletin 2 (published 5 October 2018), the comparative information is shown for restricted and unrestricted funds in addition to total funds.

The financial statements are prepared on a going concern basis under the historical cost convention.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

##### **(b) Going concern**

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure are sufficient with the level of reserves for the Charity to be able to continue as a going concern.

##### **(c) Fund accounting**

Unrestricted funds 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.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund are set out in the notes to the financial statements.

## **SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)**

### **NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2020**

#### **(d) Income recognition**

All incoming resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

Gifts in kind donated for distribution are included at fair value and recognised as a component of donations when it is distributed to the projects with an equivalent amount recognised as charitable expenditure.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably, and the Charity has control over the item. Fair value is determined on the basis of the value of the gift to the Charity. For example the amount the Charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure.

The Charity receives grants in respect of its projects. Income from government and other grants are recognised at fair value when the Charity has entitlement after any performance conditions have been met, it is probable that the income will be received, and the amount can be measured reliably. If entitlement is not met, then these amounts are deferred.

#### **(e) Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

#### **(f) Tangible fixed assets**

All assets costing more than £200 are capitalised.

Tangible fixed assets are stated at cost less accumulated depreciation.

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

Leasehold improvements	15% straight line
Office furniture and equipment	15% reducing balance
Computer equipment	20% straight line

#### **(g) Leases**

Rentals payable and receivable under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

## SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)

### NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2020

#### (h) Tax

The Charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

## 2 Grants

Grants were received as follows:

	2020 £	2019 £
Ministry of Justice Rape Support Fund	64,260	36,828
Office of the Police and Crime Commissioner	85,176	85,176
Burton Breweries Charitable Trust Fund	2,109	65,427
J&O Lloyd Trust	-	7,135
Lloyds TSB	13,460	13,214
National Lottery Community	222,492 <sup>1</sup>	8,618
Consolidated Charity of Burton upon Trent	-	18,000
Garfield Weston	20,000	-
Staffordshire CVYS (unrestricted)	443	-
Tesco Bags of Help Groundwork (unrestricted)	3,000	-
	<u>410,940</u>	<u>234,398</u>

All grants received are attributable to restricted funds, apart from those indicated above.

<sup>1</sup> This amount is receivable in instalments over three years, with the first instalment received shortly after the year end. As at the year end, the charity has entitlement to the income, the amount can be measured reliably and it is probable that the income will be received, therefore, the income has been recognised.

## 3 Purpose of the restricted funds

The purpose of the restricted funds are as follows:

Ministry of Justice Rape Support Fund – to provide a contribution towards the costs of running the centre.

Office of the Police and Crime Commissioner – to provide a contribution towards staff salaries and running costs.

Burton Breweries Charitable Trust Fund – to cover the cost of the salaries of the Young Persons Services and with their continued funding, SARAC has continued to support those aged 11-18 and families who have been affected by rape and sexual abuse.

Lloyds TSB – to fund the training and volunteer coordinator and provide expertise to help the organisation progress towards a sustainable future.

National Lottery Community – to provide a contribution towards the costs of running the centre, excluding staff salaries.

Garfield Weston – to provide a contribution towards staff salaries and running costs.



## SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)

### NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2020

#### 4 Analysis of resources expended

	Ministry of Justice Rape Support Fund	Office of the Police and Crime Commis- sioner	Burton Brewer- ies Charita- ble Trust Fund	Lloyds TSB	The National Lottery Communi- ty Fund (Equipm- ent)	Garfield Weston	The National Lottery Communi- ty Fund	General funds	Total
	£	£	£	£	£	£	£	£	£
Staff costs	23,212	47,699	34,488	13,460	-	20,000	-	-	138,859
Supervision and training	340	340	3	-	-	-	-	-	683
Travel and childcare expenses	2,922	2,922	566	-	-	-	-	-	6,410
Rent and rates	7,844	7,844	23	-	-	-	-	-	15,711
Heat and light	1,024	1,023	-	-	-	-	-	-	2,047
Insurance	1,605	1,605	-	-	-	-	-	-	3,210
Water rates	291	292	-	-	-	-	-	-	583
Repairs and renewals	507	507	-	-	-	-	-	-	1,014
CoCo services	411	410	-	-	-	-	-	-	821
Postage, stationery and telephone	2,486	2,487	-	-	-	-	-	-	4,973
IT and social media costs	7,717	7,717	-	-	-	-	-	-	15,434
Bookkeeping and payroll costs	673	672	-	-	-	-	-	-	1,345
Professional charges	11,243	11,244	-	-	-	-	-	-	22,487
Grant repaid	-	-	-	-	8,618	-	-	-	8,618
Independent examination	-	-	-	-	-	-	-	3,375	3,375
Subscriptions and affiliations	562	562	-	-	-	-	-	-	1,124
Depreciation	-	-	-	-	-	-	-	7,877	7,877
Miscellaneous costs	1,447	1,448	-	-	-	-	-	-	2,895
Bank charges	-	-	-	-	-	-	-	92	92
Total	62,284	86,772	35,080	13,460	8,618	20,000	-	11,344	237,558

## SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)

### NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2020

#### 5 Staff costs and employee benefits

The total staff costs and employee benefits were as follows:

	2020 £	2019 £
Wages and salaries	128,915	192,274
Social security	7,400	13,368
Defined contribution pension costs	2,544	2,682
	<u>138,859</u>	<u>208,324</u>

The average monthly number of employees during the year was 7 (2019 - 9).

No employees received total employee benefits (excluding employer pension costs) of more than £60,000 in either year.

#### 6 Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examination fee of £1,500 (2019 - £1,440) and charges in respect of preparing the accounts of £1,875 (2019 - £1,800).

#### 7 Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during either year.

The trustees did not have any expenses reimbursed during either year.

# SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2020

### 8 Tangible fixed assets

	Leasehold improvements £	Office furniture and equipment £	Computer equipment £	Total £
Cost:				
At 1 April 2019	45,700	18,144	10,367	74,211
Additions	-	-	568	568
Disposals	-	-	-	-
At 31 March 2020	45,700	18,144	10,935	74,779
Depreciation:				
At 1 April 2019	7,691	13,708	9,638	31,037
Charge for the year	6,855	665	356	7,876
Eliminated on disposals	-	-	-	-
At 31 March 2020	14,546	14,373	9,994	38,913
Net book value:				
At 31 March 2020	31,154	3,771	941	35,866
At 31 March 2019	38,009	4,436	729	43,174

### 9 Debtors

	2020 £	2019 £
Prepayments	1,655	1,794
Accrued grant income	265,080	21,294
	<u>266,735</u>	<u>23,088</u>

### 10 Creditors: amounts falling due within one year

	2020 £	2019 £
Other creditors	288	492
Accruals and deferred income	6,441	3,240
Social security and other taxes	3,223	-
	<u>9,952</u>	<u>3,732</u>

## SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)

### NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2020

#### 11 Leases

Operating leases - lessee

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2020 £	2019 £
Not later than one year	16,397	20,338
Later than one and not later than five years	1,955	15,952
Later than five years	-	-
	<u>18,352</u>	<u>36,290</u>

Lease payments recognised as an expense amounted to £17,680 (2019 - £3,701).

#### 12 Related party transactions

There were no related party transactions during either year.

#### 13 Post balance sheet events

The effects of COVID-19 on the charity have been discussed in the Trustees' Report.

# SEXUAL AND DOMESTIC ABUSE AND RAPE ADVICE CENTRE (BURTON & DISTRICT)

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2020

### 14 Fund reconciliation

#### Unrestricted funds

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2020 £
General funds	36,889	5,613	(11,344)	-	31,158

#### Restricted funds

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2020 £
Ministry of Justice Rape Support Fund	48,041	64,260	(62,284)	-	50,017
Office of the Police and Crime Commissioner	72,453	85,176	(86,772)	-	70,857
Burton Breweries Charitable Trust Fund	32,971	2,109	(35,080)	-	-
Lloyds TSB	-	13,460	(13,460)	-	-
The National Lottery Community Fund (Equipment)	8,618	-	(8,618)	-	-
Garfield Weston	-	20,000	(20,000)	-	-
The National Lottery Community Fund	-	222,492 <sup>1</sup>	-	-	222,492 <sup>1</sup>
	162,083	407,497	(226,214)	-	343,366
<b>Total</b>	198,972	413,109	(237,558)	-	374,524

<sup>1</sup> This amount is receivable in instalments over three years, with the first instalment received shortly after the year end. As at the year end, the charity has entitlement to the income, the amount can be measured reliably and it is probable that the income will be received, therefore, the income has been recognised.