

Charity number: 1049759

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

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 MARCH 2021**



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

	Page
Reference and administrative details of the charity, its trustees and advisors	1
 Trustees' Report	
Trustees of the Charity / Objectives and activities	2
Achievements and performance / Financial review	3
Structure, governance and management	4
Reserves policy / Public benefit statement	5
Trustees' responsibilities statement	6
Chairman's report	7
 Financial Statements	
Independent Examiner's report to the Trustees	8
Statement of financial activities	9-10
Balance sheet	11
Notes to the financial statements	12

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
Susan Adey-Rankin
David Martin (appointed September 2020)

Chief Executive

Cathy Miles (appointed August 2021)

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 2021. 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:

Mary Bright (Chair)
Jo Drummond-Child (Trustee)
John McKiernan (Trustee)
Phillip Goulding (Dec'd) (Trustee – Resigned July 2021)
Susan Adey-Rankin (Trustee)
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 districts 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 2021-22:

- (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 with a continuing focus on reducing overheads. During the year the charity carried out a restructure, out of which came the decision to appoint a Chief Executive (CEO), who is now in post. This is an exciting development for the charity and the CEO will lead on the implementation of our new strategy.

SARAC has used its significant COVID-19 grants to ensure it could continue during the COVID-19 pandemic to provide a high-quality accessible service, flexible to the needs of the clients. It has demonstrated its ability to move agilely to ensure all clients have been supported remotely and volunteers and staff were supported to work from home.

SARAC has embedded the expanded options for delivering its model of care during the COVID-19 pandemic. We continue to provide remote counselling and have expanded our counselling capacity through commissioning private sessions. The expansion of capacity was necessitated by the temporary loss of student counsellors due to COVID-19 restrictions and consequent increase in waiting times. All clients were appropriately supported and continue to be during the COVID-19 pandemic.

SARAC has adopted a 3 year strategy (2021 – 2023) and developed an exciting prudent investment plan to deliver it. The charity plans to invest in the key areas of diversity and inclusion and developing our social media presence to ensure we reach all who needs our services.

Our thanks go to The Henry Smith Charity for providing three-year funding to enable us to recruit a Lead Young Person Worker and two support workers. Our thanks also goes to The Big Lottery and the Ministry of Justice who continue to support SARAC.

Financial review

We are extremely grateful to Sibbalds Limited whom we have appointed to examine the finance 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 2020-21 was £374,524 and our income for the year totalled £286,879. Our unrestricted income totalled £14,500. Our total spending during the year was £199,223.

The total closing balance in the restricted and unrestricted funds amounted to £462,180 of which £211,989 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 2021 amounted to £462,180 (£250,191 net of future National Lottery Funds) of which £26,796 was held in the General Fund.

The Trustees has 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

I would like firstly to pay tribute to Phillip Goulding, our Trustee who sadly passed away in 2021 after a long illness. In the short time Phil was a Trustee he was a passionate and active member of the Board. He was a man of great charm and intelligence and he will be missed

The demand for our services continues and we strive to maintain and develop those services to meet the needs of our clients. After a year of successful cost reduction and funding bid applications we are now in a healthy financial position and able to move forward with a new strategy and investment plan. We are able to do this thanks to the continuing commitment of our staff and volunteers.

The Board has appointed a new CEO, Cathy Miles who comes to us with a wealth of experience. We will be recruiting additional Trustees to strengthen our Board and enable us to steer the charity forward.

We are proud to have received the Queen's Award for Voluntary Service in 2020 as it recognises the huge contribution our volunteers make in delivering support and care to our clients.

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
Chair of SARAC

Date 27/10/21

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 2021.

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

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 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total Funds 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total Funds 2020 £
Incoming resources							
<i>Voluntary income</i>							
Grants	2	14,134	272,379	286,513	3,443	407,497	410,940
Donations and legacies		320	-	320	1,483	-	1,483
<i>Incoming resources from charitable activities</i>							
Income from contracted services		5	-	5	279	-	279
<i>Activities to generate funds</i>							
Fund raising events		-	-	-	200	-	200
		14,459	272,379	286,838	5,405	407,497	412,902
Investment income							
Deposit account interest		41	-	41	208	-	208
Total incoming resources		14,500	272,379	286,879	5,613	407,497	413,110
Resources expended							
Staff costs	4	-	84,541	84,541	-	138,859	138,859
Supervision and training	5	-	4,467	4,467	-	683	683
Travel and childcare expenses		-	629	629	-	6,410	6,410
Rent and rates		6,126	15,281	21,407	-	15,711	15,711
Heat and light		-	2,530	2,530	-	2,047	2,047
Insurance		-	3,286	3,286	-	3,210	3,210
Water rates		-	516	516	-	583	583
Repairs and renewals		-	158	158	-	1,014	1,014
CoCo services		-	-	-	-	821	821
Postage, stationery and telephone		-	9,095	9,095	-	4,973	4,973
Carried forward		6,126	120,503	126,629	-	174,311	174,311

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 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total Funds 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total Funds 2020 £
Brought forward		6,126	120,503	126,629	-	174,311	174,311
IT and social media costs		354	17,392	17,746	-	15,434	15,434
Bookkeeping and payroll costs		-	960	960	-	1,345	1,345
Professional charges		-	37,478	37,478	-	22,487	22,487
Grants repaid		-	-	-	-	8,618	8,618
Independent examination	6	4,605	-	4,605	3,375	-	3,375
Subscriptions and affiliations		-	1,646	1,646	-	1,124	1,124
Depreciation		7,777	769	8,546	7,877	-	7,877
Miscellaneous costs		-	1,553	1,553	-	2,895	2,895
Bank charges		-	60	60	92	-	92
Total resources expended		18,862	180,361	199,223	11,344	226,214	237,558
Net movement in funds	14	(4,362)	92,018	87,656	(5,731)	181,283	175,552
Total funds brought forward	14	31,158	343,366	374,524	36,889	162,083	198,972
Total funds carried forward	14	26,796	435,384	462,180	31,158	343,366	374,524

The notes form part of these financial statements

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

BALANCE SHEET as at 31 March 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	8	34,381	35,866
		<u>34,381</u>	<u>35,866</u>
Current assets			
Debtors	9	238,286	266,735
Cash at bank and in hand		199,433	81,874
		<u>437,719</u>	<u>348,609</u>
Creditors: amounts falling due within one year	10	9,920	9,952
Net current assets/(liabilities)		<u>427,799</u>	<u>338,657</u>
Net assets/(liabilities)		<u>462,180</u>	<u>374,523</u>
Charity funds			
Restricted funds	14	435,384	343,366
Unrestricted funds	14	26,796	31,157
Total charity funds/(deficit)	14	<u>462,180</u>	<u>374,523</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 8/12/21 and were signed on its behalf by:



Mary Bright
Chair of SARAC

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 2021

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 address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are given in the Trustees' Report on page 2.

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.

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 2021

1 Summary of significant accounting policies (continued)

(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.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

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.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

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.

Investment income is earned through holding assets for investment purposes such as shares and property. It includes dividends, interest and rent. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

(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.

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

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2021

1 Summary of significant accounting policies (continued)

(f) Tangible fixed assets

All assets costing more than £500 are capitalised. This has been increased from £200 in the previous year as the trustees feel that this gives a more accurate representation of the charity's assets.

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

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.

(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.

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

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2021

2 Grants

Grants were received as follows:

	2021 £	2020 £
Ministry of Justice Rape Support Fund	108,390	64,260
Office of the Police and Crime Commissioner	42,588	85,176
Burton Breweries Charitable Trust Fund	-	2,109
Henry Smith Foundation Fund	44,700	-
Lloyds TSB	-	13,460
National Lottery Community	-	222,492 ¹
Garfield Weston	-	20,000
Staffordshire CVYS (unrestricted)	-	443
Tesco Bags of Help Groundwork (unrestricted)	500	3,000
Lloyds TSB (unrestricted)	1,000	-
William A. Cadbury Charitable Trust (unrestricted)	1,500	-
Ministry of Justice COVID-19	40,594	-
Office of the Police and Crime Commissioner COVID-19	11,367	-
The Clothworkers' Foundation COVID-19	5,000	-
The National Lottery COVID-19	9,740	-
Lloyds TSB COVID-19	10,000	-
Council Grant COVID-19 (unrestricted)	11,134	-
	<u>286,513</u>	<u>410,940</u>

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

¹ This amount is receivable in instalments over three years, with the first instalment received in April 2020. As at 31 March 2020, the charity had entitlement to the income, the amount could be measured reliably and it was probable that the income would be received, therefore, the income has been recognised in full.

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

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2021

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.

Henry Smith Foundation Fund – to provide a contribution towards the costs of running the centre, including staff salaries, rent, utilities and other general overheads.

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

Ministry of Justice COVID-19 fund – to provide a contribution towards additional costs arising from COVID-19 restrictions.

Office of the Police and Crime Commissioner COVID-19 fund – to provide a contribution towards additional costs arising from COVID-19 restrictions.

The Clothworkers' Foundation COVID-19 fund – to provide a contribution towards additional costs arising from COVID-19 restrictions.

The National Lottery COVID-19 fund – to provide a contribution towards additional costs arising from COVID-19 restrictions.

Lloyds TSB COVID-19 fund - to provide a contribution towards additional costs arising from COVID-19 restrictions.

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

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2021

4 Analysis of resources expended

	Ministry of Justice Rape Support Fund	Office of the Police and Crime Commis- sioner	Henry Smith Foundat -ion Fund	The National Lottery Commu- nity Fund	Ministry of Justice COVID- 19 Fund	OPCC COVID- 19 Fund	The Clothwo -rkers' Foundat -ion COVID- 19 Fund	The National Lottery COVID-19 Fund	Lloyds TSB COVID- 19 Fund	General funds	Total
	£	£	£	£	£	£	£	£	£	£	£
Staff costs	12,889	55,849	12,888	-	2,915	-	-	-	-	-	84,541
Supervision and training	1,038	-	124	1,163	292	-	-	1,850	-	-	4,467
Travel and childcare expenses	629	-	-	-	-	-	-	-	-	-	629
Rent and rates	11,496	-	-	3,785	-	-	-	-	-	6,126	21,407
Heat and light	2,530	-	-	-	-	-	-	-	-	-	2,530
Insurance	3,182	-	-	104	-	-	-	-	-	-	3,286
Water rates	496	-	-	20	-	-	-	-	-	-	516
Repairs and renewals	158	-	-	-	-	-	-	-	-	-	158
Postage, stationery and telephone	4,015	-	-	1,221	3,859	-	-	-	-	-	9,095
IT and social media costs	11,297	-	-	2,604	2,357	384	-	750	-	354	17,746
Bookkeeping and payroll costs	780	-	-	180	-	-	-	-	-	-	960
Professional charges	2,820	-	57	677	14,629	9,910	-	100	9,285	-	37,478
Independent examination	-	-	-	-	-	-	-	-	-	4,605	4,605
Subscriptions and affiliations	1,163	-	-	483	-	-	-	-	-	-	1,646
Depreciation	-	-	-	-	769	-	-	-	-	7,777	8,546
Miscellaneous costs	893	-	-	253	-	407	-	-	-	-	1,553
Bank charges	47	-	-	13	-	-	-	-	-	-	60
Total	53,433	55,849	13,069	10,503	24,821	10,701	-	2,700	9,285	18,862	199,223

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

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2021

5 Staff costs and employee benefits

The total staff costs and employee benefits were as follows:

	2021 £	2020 £
Wages and salaries	80,933	128,915
Social security	2,143	7,400
Defined contribution pension costs	1,465	2,544
	<u>84,541</u>	<u>138,859</u>

The average monthly number of employees during the year was 4 (2020 - 7).

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 £1,830 (2020 - £1,500), charges in respect of preparing the accounts of £2,235 (2020 - £1,875) and book-keeping support and advice of £540 (2020 - £Nil). The increases in the independent examination and accounts preparation fees are due to an under accrual in the previous year.

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 2021

8 Tangible fixed assets

	Leasehold improvements	Office furniture and equipment	Computer equipment	Total
	£	£	£	£
Cost:				
At 1 April 2020	45,700	18,144	10,935	74,779
Additions	-	-	7,061	7,061
Disposals	-	-	-	-
At 31 March 2021	45,700	18,144	17,996	81,840
Depreciation:				
At 1 April 2020	14,546	14,373	9,994	38,913
Charge for the year	6,855	566	1,125	8,546
Eliminated on disposals	-	-	-	-
At 31 March 2021	21,401	14,939	11,119	47,459
Net book value:				
At 31 March 2021	24,299	3,205	6,877	34,381
At 31 March 2020	31,154	3,771	941	35,865

9 Debtors

	2021 £	2020 £
Prepayments	2,262	1,655
Accrued grant income	236,024	265,080
	<u>238,286</u>	<u>266,735</u>

10 Creditors: amounts falling due within one year

	2021 £	2020 £
Other creditors	323	288
Accruals and deferred income	5,601	6,441
Social security and other taxes	3,996	3,223
	<u>9,920</u>	<u>9,952</u>

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

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2021

11 Leases

Operating leases - lessee

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

	2021 £	2020 £
Not later than one year	17,205	16,397
Later than one and not later than five years	26,687	1,955
Later than five years	-	-
	<u>43,892</u>	<u>18,352</u>

Lease payments recognised as an expense amounted to £17,680 (2020 - £17,680).

12 Related party transactions

Elaine Goulding, the wife of Phillip Goulding (Trustee), was employed by the charity throughout the current and previous period and received remuneration of £11,779 (2020 - £11,520).

14 Fund reconciliation

Unrestricted funds

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2021 £
General funds	31,158	14,500	(18,862)	-	26,796

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

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2021

14 Fund reconciliation (continued)

Restricted funds

	Balance at 1 April 2020	Income	Expenditure	Transfers	Balance at 31 March 2021
	£	£	£	£	£
Ministry of Justice Rape Support Fund	50,017	108,390	(53,433)	-	104,974
Office of the Police and Crime Commissioner	70,857	42,588	(55,849)	-	57,596
The National Lottery Community Fund ¹	222,492 ¹	-	(10,503)	-	211,989
Henry Smith Foundation Fund	-	44,700	(13,069)	-	31,631
Ministry of Justice COVID-19 Fund	-	40,594	(24,821)	-	15,773
Office of the Police and Crime Commissioner COVID-19 Fund	-	11,367	(10,701)	-	666
The National Lottery COVID-19 Fund	-	9,740	(2,700)	-	7,040
Lloyds TSB COVID-19 Fund	-	10,000	(9,285)	-	715
The Clothworkers' Foundation COVID-19 Fund	-	5,000	-	-	5,000
	<u>343,366</u>	<u>272,379</u>	<u>(180,361)</u>	<u>-</u>	<u>435,384</u>
Total	<u>374,524</u>	<u>286,879</u>	<u>(199,223)</u>	<u>-</u>	<u>462,180</u>

¹ This amount is receivable in instalments over three years, with the first instalment received in April 2020. As at 31 March 2020, the charity had entitlement to the income, the amount could be measured reliably and it was probable that the income would be received, therefore, the income has been recognised in full.

