

Charity number: 1049759

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

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE PERIOD 1 APRIL 2021 TO 30 SEPTEMBER 2022**



## **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  
Jo Drummond-Child  
Anthony Lennon (appointed February 2022)  
Katherine Bagnall (appointed February 2022)  
David Martin

#### **Chief Executive**

Catherine 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 period 1 April 2021 to 30 September 2022. 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 period and since the year end were as follows:

Mary Bright  
Jo Drummond-Child  
John McKiernan (Resigned September 2022)  
Phillip Goulding (Dec'd) (Resigned July 2021)  
Susan Adey-Rankin (Resigned September 2022)  
David Martin  
Katherine Bagnall (Appointed February 2022)  
Anthony Lennon (Appointed February 2022)

#### **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 the year ended 30 September 2023:

- (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 again been positive with a continuing focus on improving the quality and reach of our services. Under the leadership of the Trustee Board and Chief Executive (CEO) the charity has gone from strength to strength. During the year the charity has welcomed two new Trustees and increased the workforce. We took the decision to appoint an Equality, Diversity and Inclusion officer to support our drive to be more accessible at all levels within the charity.

During the 18 months ended 30 September 2022, SARAC has seen a significant increase in referrals. It was able to manage the backlog of referrals seen due to COVID and has successfully returned to our usual waiting times for adults. However, our young people's waiting times remain high and ongoing work is taking place to reduce these.

The Young People's team continue to work closely with local schools, delivering awareness sessions to students and staff.

SARAC has embedded the expanded options for delivering its model of care developed during the COVID-19 pandemic. We continue to provide remote counselling and have maintained our counselling capacity by commissioning private sessions. The expansion of capacity has ensured we can support more clients, quicker and with a more varied service. We continue to provide placement opportunities for student counsellors to ensure we play our part in supporting the next generation of counsellors.

SARAC is currently developing a 5-year strategy (2023 – 2028) to ensure our resilience is strengthened and we have a managed expansion plan.

Our thanks go to our funders without who we could not continue our service and to our dedicated staff who deliver a quality compassionate service.

#### **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 as at 1<sup>st</sup> April 2021 was £462,180 and our income for the year totalled £273,354. Our unrestricted income totalled £4,467. Our total spending during the year was £429,136.

The total closing balance in the restricted and unrestricted funds amounted to £306,398.

## **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.

#### **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.

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

### **TRUSTEES' REPORT**

#### **Reserves policy (continued)**

The amount held as Reserves at 30 September 2022 amounted to £306,398 of which £23,581 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.

#### **Risk management**

The Trustees have assessed the major risks to which the charity is exposed, in particular related to operations and finance of the charity and are satisfied that systems and procedures are in place to mitigate exposure to risk.

A risk register is in place.

#### **Events since the end of the period**

Since the end of the period, the charity transferred to a Charitable Incorporation Organisation (CIO). Further information regarding this is given in the notes to the financial statements.

## **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)**

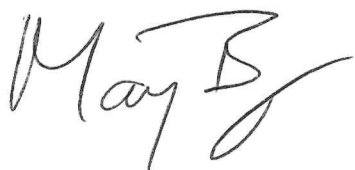
### **TRUSTEES' REPORT**

#### **Chairman's report**

We have again had a very successful year, supporting more clients, developing services and expanding our workforce. Our staff and Trustees have been involved in developing our new strategy to take us through the next five years.

The demand for our services continues and we strive to maintain and develop those services to meet the needs of our clients. We have been successful in attracting new funders and therefore been able to invest in the workforce.

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 21/6/23.

## **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 period ended 30 September 2022.

#### **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*

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

Date 25/06/2023.....

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

## STATEMENT OF FINANCIAL ACTIVITIES (including income and expenditure account) for the period ended 30 September 2022

		Unrestricted funds	Restricted funds	Total Funds	Unrestricted funds	Restricted funds	Total Funds
	Notes	1.4.21 to 30.9.22 £	1.4.21 to 30.9.22 £	1.4.21 to 30.9.22 £	Year Ended 31.3.21 £	Year Ended 31.3.21 £	Year Ended 31.3.21 £
<b>Incoming resources</b>							
<b><i>Voluntary income</i></b>							
Grants	2	2,026	268,887	270,913	14,134	272,379	286,513
Donations and legacies		934	-	934	320	-	320
<b><i>Incoming resources from charitable activities</i></b>							
Income from contracted services		1,350	-	1,350	5	-	5
		4,310	268,887	273,197	14,459	272,379	286,838
<b><i>Investment income</i></b>							
Deposit account interest		157	-	157	41	-	41
<b>Total incoming resources</b>		4,467	268,887	273,354	14,500	272,379	286,879
<b>Resources expended</b>							
Staff costs	4	-	222,635	222,635	-	84,541	84,541
Supervision and training	5	-	9,857	9,857	-	4,467	4,467
Travel and childcare expenses		-	6,587	6,587	-	629	629
Rent and rates		(5,571)	26,158	20,587	6,126	15,281	21,407
Heat and light		(41)	4,296	4,255	-	2,530	2,530
Insurance		-	5,748	5,748	-	3,286	3,286
Water rates		-	907	907	-	516	516
Repairs and renewals		-	6,000	6,000	-	158	158
Postage, stationery and telephone		-	17,401	17,401	-	9,095	9,095
<b>Carried forward</b>		(5,612)	299,589	293,977	6,126	120,503	126,629

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

## STATEMENT OF FINANCIAL ACTIVITIES (including income and expenditure account) for the period ended 30 September 2022

	Notes	Unrestricted funds 1.4.21 to 30.9.22 £	Restricted funds 1.4.21 to 30.9.22 £	Total Funds 1.4.21 to 30.9.22 £	Unrestricted funds Year Ended 31.3.21 £	Restricted funds Year Ended 31.3.21 £	Total Funds Year Ended 31.3.21 £
Brought forward		(5,612)	299,589	293,977	6,126	120,503	126,629
IT and social media costs		-	47,751	47,751	354	17,392	17,746
Bookkeeping and payroll costs		-	1,080	1,080	-	960	960
Professional charges		1,757	55,449	57,206	-	37,478	37,478
Independent examination	6	-	4,350	4,350	4,605	-	4,605
Subscriptions and affiliations		-	2,481	2,481	-	1,646	1,646
Depreciation		11,538	4,250	15,788	7,777	769	8,546
Miscellaneous costs		-	6,354	6,354	-	1,553	1,553
Bank charges		(1)	150	149	-	60	60
<b>Total resources expended</b>		<b>7,682</b>	<b>421,454</b>	<b>429,136</b>	<b>18,862</b>	<b>180,361</b>	<b>199,223</b>
<b>Net movement in funds</b>	14	<b>(3,215)</b>	<b>(152,567)</b>	<b>(155,782)</b>	<b>(4,362)</b>	<b>92,018</b>	<b>87,656</b>
Total funds brought forward	14	26,796	435,384	462,180	31,158	343,366	374,524
<b>Total funds carried forward</b>	14	<b>23,581</b>	<b>282,817</b>	<b>306,398</b>	<b>26,796</b>	<b>435,384</b>	<b>462,180</b>

The notes form part of these financial statements

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


### BALANCE SHEET

as at 30 September 2022

	Notes	2022 £	2021 £
<b>Fixed assets</b>			
Tangible Assets	8	40,368	34,381
		<hr/> 40,368	<hr/> 34,381
<b>Current assets</b>			
Debtors	9	47,520	238,286
Cash at bank and in hand		240,622	199,433
		<hr/> 288,142	<hr/> 437,719
<b>Creditors: amounts falling due within one year</b>	10	22,112	9,920
		<hr/> 266,030	<hr/> 427,799
<b>Net current assets/(liabilities)</b>			
		<hr/> 306,398	<hr/> 462,180
<b>Net assets/(liabilities)</b>			
		<hr/> 306,398	<hr/> 462,180
<b>Charity funds</b>			
Restricted funds	14	282,817	435,384
Unrestricted funds	14	23,581	26,796
		<hr/> 306,398	<hr/> 462,180
<b>Total charity funds/(deficit)</b>	14	<hr/> 306,398	<hr/> 462,180

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 21/6/2023 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 period ended 30 September 2022**

#### **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 changed its financial year end from 31 March to 30 September and this is the first financial reporting period adopting the new year end date, hence the extended 18-month period. For this reason, the comparative information is not entirely comparable.

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 periods 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.

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

### **NOTES TO THE FINANCIAL STATEMENTS for the period ended 30 September 2022**

#### **1 Summary of significant accounting policies (continued)**

##### **(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.

##### **(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.

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

### **NOTES TO THE FINANCIAL STATEMENTS for the period ended 30 September 2022**

#### **1 Summary of significant accounting policies (continued)**

##### **(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 £500 are capitalised.

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 period ended 30 September 2022

#### 2 Grants

Grants were received as follows:

	Period 1.4.21 to 30.9.22 £	Year Ended 31.3.21 £
Ministry of Justice Rape Support Fund	197,295	108,390
Office of the Police and Crime Commissioner	-	42,588
Henry Smith Foundation Fund	64,200	44,700
Tesco Bags of Help Groundwork (unrestricted)	-	500
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	7,392	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
The Community Foundation for Staffordshire (unrestricted)	1,500	-
National Lottery Community	-	-
Other (unrestricted)	526	-
	<u>270,913</u>	<u>286,513</u>

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

#### 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.

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 period ended 30 September 2022

### 4 Analysis of resources expended

	Ministry of Justice Rape Support Fund	Office of the Police and Crime Commis- sioner	Henry Smith Foundation Fund	The National Lottery Community 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	81,356	57,596	83,339	-	344	-	-	-	-	-	222,635
Supervision and training	330	-	2,465	5,442	-	1,060	560	-	-	-	9,857
Travel and childcare expenses	40	-	2,664	3,883	-	-	-	-	-	-	6,587
Rent and rates	-	-	608	25,550	-	-	-	-	-	(5,571)	20,587
Heat and light	160	-	-	4,136	-	-	-	-	-	(41)	4,255
Insurance	-	-	-	5,748	-	-	-	-	-	-	5,748
Water rates	-	-	-	907	-	-	-	-	-	-	907
Repairs and renewals	-	-	247	5,753	-	-	-	-	-	-	6,000
Postage, stationery and telephone	132	-	-	17,269	-	-	-	-	-	-	17,401
IT and social media costs	1,620	-	-	30,741	15,390	-	-	-	-	-	47,751
Bookkeeping and payroll costs	-	-	-	1,080	-	-	-	-	-	-	1,080
Professional charges	4,025	-	1,442	30,592	220	6,990	4,050	7,050	1,080	1,757	57,206
Independent examination	-	-	-	4,350	-	-	-	-	-	-	4,350
Subscriptions and affiliations	30	-	-	2,451	-	-	-	-	-	-	2,481
Depreciation	1,520	-	40	572	2,118	-	-	-	-	11,538	15,788
Miscellaneous costs	222	-	162	5,970	-	-	-	-	-	-	6,354
Bank charges	-	-	-	150	-	-	-	-	-	(1)	149
<b>Total</b>	<b>89,435</b>	<b>57,596</b>	<b>90,967</b>	<b>144,594</b>	<b>18,072</b>	<b>8,050</b>	<b>4,610</b>	<b>7,050</b>	<b>1,080</b>	<b>7,682</b>	<b>429,136</b>

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

### NOTES TO THE FINANCIAL STATEMENTS for the period ended 30 September 2022

#### 5 Staff costs and employee benefits

The total staff costs and employee benefits were as follows:

	Period 1.4.21 to 30.9.22 £	Year Ended 31.3.21 £
Wages and salaries	210,491	80,933
Social security	7,866	2,143
Defined contribution pension costs	4,278	1,465
	<u>222,635</u>	<u>84,541</u>

The average monthly number of employees during the period was 7 (2021 - 4).

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

#### 6 Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examination fee of £1,650 (2021 - £1,830), charges in respect of preparing the accounts of £2,100 (2021 - £2,235) and book-keeping support and advice of £600 (2021 - £540).

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

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

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

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

## NOTES TO THE FINANCIAL STATEMENTS for the period ended 30 September 2022

### 8 Tangible fixed assets

	Leasehold improvements £	Office furniture and equipment £	Computer equipment £	Total £
Cost:				
At 1 April 2021	45,700	18,144	17,996	81,840
Additions	-	-	21,776	21,776
Disposals	-	-	-	-
At 30 September 2022	45,700	18,144	39,772	103,616
Depreciation:				
At 1 April 2021	21,401	14,939	11,119	47,459
Charge for the period	10,283	721	4,785	15,789
Eliminated on disposals	-	-	-	-
At 30 September 2022	31,684	15,660	15,904	63,248
Net book value:				
At 30 September 2022	14,016	2,484	23,868	40,368
At 31 March 2021	24,299	3,205	6,877	34,381

### 9 Debtors

	2022 £	2021 £
Prepayments	9,701	2,262
Accrued grant income	37,819	236,024
	<u>47,520</u>	<u>238,286</u>

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

	2022 £	2021 £
Other creditors	893	323
Accruals and deferred income	10,374	5,601
Trade creditors	4,584	-
Social security and other taxes	6,261	3,996
	<u>22,112</u>	<u>9,920</u>

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

### NOTES TO THE FINANCIAL STATEMENTS for the period ended 30 September 2022

#### 11 Leases

Operating leases - lessee

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

	2022 £	2021 £
Not later than one year	15,250	17,205
Later than one and not later than five years	3,812	26,687
Later than five years	-	-
	<u>19,062</u>	<u>43,892</u>

Lease payments recognised as an expense amounted to £25,309 (2021 - £17,680).

#### 12 Related party transactions

Elaine Goulding, the wife of Phillip Goulding (former Trustee), was employed by the charity until October 2021 and received remuneration of £4,973 (2021 - £11,779).

#### 13 Post balance sheet events

On 1<sup>st</sup> October 2022, the charity became a Charitable Incorporated Organisation (CIO) by transferring its activities to Sexual Abuse & Rape Advice Centre (Burton & District) (Charity number 1180902). As such, this is the last set of accounts to be prepared by the unincorporated entity.

#### 14 Fund reconciliation

##### Unrestricted funds

	Balance at 1 April 2021	Income	Expenditure	Transfers	Balance at 30 September 2022
	£	£	£	£	£
General funds	26,796	4,467	(7,682)	-	23,581

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

## NOTES TO THE FINANCIAL STATEMENTS for the period ended 30 September 2022

### 14 Fund reconciliation (continued)

#### Restricted funds

	Balance at 1 April 2021	Income	Expenditure	Transfers	Balance at 30 September 2022
	£	£	£	£	£
Ministry of Justice Rape Support Fund	104,974	197,295	(89,435)	(2,275)	210,559
Office of the Police and Crime Commissioner	57,596	-	(57,596)	-	-
The National Lottery Community Fund <sup>1</sup>	211,989 <sup>1</sup>	-	(144,594)	(1)	67,394
Henry Smith Foundation Fund	31,631	64,200	(90,967)	-	4,864
Ministry of Justice COVID-19 Fund	15,773	-	(18,072)	2,299	-
Office of the Police and Crime Commissioner COVID-19 Fund	666	7,392	(8,050)	(8)	-
The National Lottery COVID-19 Fund	7,040	-	(7,050)	10	-
Lloyds TSB COVID-19 Fund	715	-	(1,080)	365	-
The Clothworkers' Foundation COVID-19 Fund	5,000	-	(4,610)	(390)	-
	435,384	268,887	(421,454)	-	282,817
<b>Total</b>	462,180	273,354	(429,136)	-	306,398

<sup>1</sup> This grant 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.